

GOVERNMENT OF ASSAM



DISTRICT DISASTER MANAGEMENT PLAN

2024 - 25

GOALPARA DISTRICT

**DISTRICT DISASTER MANAGEMENT AUTHORITY
GOALPARA**



GOVERNMENT OF ASSAM

OFFICE OF THE DISTRICT COMMISSIONER::GOALPARA (ASSAM)
(DISTRICT DISASTER MANAGEMENT AUTHORITY)

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NOTIFICATION

No. DDMA/32/2020/10 : The District Administration, Goalpara is pleased to Notify / Publish the updated District Disaster Management Plan for the year 2024-25 prepared by the District Disaster Management Authority (DDMA), Goalpara in accordance with the provisions of Disaster Management Act, 2005.

This Notification will come into effect from the date of its publication.

Signed by

Khanindra Choudhury

Date: 21-12-2023 22:05:42

District Commissioner
cum Chairman, DDMA
Goalpara

Copy to:

1. The Chief Executive Officer, Assam State Disaster Management Authority (ASDMA) for favour of kind information.
2. The Chief Executive Officer, Zilla Parishad, Goalpara for information.
3. The Superintendent of Police, Goalpara for information.
4. All Circle Officer, Goalpara for information.
5. All The Block Dev. Officer, Goalpara for information.
6. The Joint Director of Health Services, Goalpara for information.
7. The District Agriculture Officer, Goalpara for information.
8. The Inspector of Schools, Goalpara for information.
9. The District Elementary Education Officer, Goalpara for information.
10. The District Fishery Development Officer, Goalpara for information.
11. The District Social Welfare Officer, Goalpara for information.
12. The District Forest Officer (Territorial), Goalpara for information.
13. The District Animal Husbandry & Veterinary Officer, Goalpara for information.
14. The Executive Officer, Goalpara Municipality Board, Goalpara for information.
15. The Executive Officer, Lakhimpur Municipality Board, Lakhimpur for information.
16. The Executive Engineer, PWRD, Dudhnoi & Goalpara East TR Division, Goalpara for information.
17. The Executive Engineer, PWRD, Goalpara West & Jaleswar TR Division, Lakhimpur, Goalpara for information.
18. The Executive Engineer, PWD (Building) Division, Goalpara for information.
19. The Executive Engineer, Goalpara West - Jaleswar Irrigation Division, Goalpara for information.
20. The Executive Engineer, Dudhnoi- Goalpara East Irrigation Division, Goalpara for information.
21. The Executive Engineer, Water Resource Division, Goalpara for information.
22. The Executive Engineer, PHE Division, Goalpara for information.
23. The Asstt. General Manager, Goalpara Electrical Division, APDCL, Goalpara for information.
24. The District Informatics Officer, NIC, Goalpara for information.
25. The DI&PRO, Goalpara for information.
26. The Deputy Director, Town & Country Planning, Goalpara for information.
27. The Station Officer, Fire & Emergency Services, Goalpara for information.
28. The Deputy Controller, Civil Defence, Goalpara for information.

e-sign

District Commissioner
cum Chairman, DDMA
Goalpara

FOREWARD

The Goalpara District Disaster Management Plan (DDMP) is a comprehensive document prepared by evaluating the facts and figures that have been collected from various sources of the District with a view to meet any challenges during any form of Disaster & to help the District Administration focus quickly on the essential & crucial aspects of both preparedness and response.

The Plan deals with risk assessment and vulnerability analysis, capacity analysis, response structures, incident response system, SENDAI framework for disaster risk reduction, inventory of resources, mitigation measures, standard operating procedures, a directory of institutions and key individuals, etc.

The DDMP seeks to serve as a useful handbook of operational guidelines for the officers of the District Administration and other District level officials who are in charge of different departments. It is expected from all the concerned officials to go through the DDMP for efficient delivery of their emergency duty and a better cumulative response to any Disaster that may visit Goalpara District.

I am thankful to all the line departments and other organizations that extended help and assistance in preparation of this Plan and cordially invite for their kind suggestions to be incorporated to update & improve the Plan in the future.

Signed by
Khanindra Choudhury
Date: 21-12-2023 22:06:12

(Khanindra Choudhury, IAS)
District Commissioner &
Chairman, DDMA, Goalpara

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Chapter – 1

INTRODUCTION

IMPORTANT DETIALS OF THE DISTRICT GOALPARA

Division – Lower Assam	Headquarter- Goalpara Town	Male- 5,14,162
Revenue Villages – 859	Fire Stations – 03	Female – 4,94,797
Revenue Circle -05	Police Out Post- 09	Tea Garden- 02
Sub- Divisioin- No. Goalpara	Police Stations – 11	Major Rivers- 04
Revenue Circles- 05	Population – 10,08,959 (As per the 2011 census)	Sex Ratio – 1000/940
ST- 1,13,401	SC- 29,538	Total Wards -23 Nos.
Development Block- 08	Population Density –Below per Sq Km	Schools, Collage & Education Institutions – 1627
Literacy Ratio – 68.27%	Male Ratio- 72.00 %	Femal Ratio- 64.53 %
DEOC-01	Goalpara District Area- 1824 Sq. Km	Industrial Estate at Mornoi, Goalpara: 07
Zila Parishad- 01	River Police Station -01	Anshalik Panchayat- 08
Goan Panchayat- 81	Boundary -04	Lagislative Assembly Consitutuency- 04 Nos
Language Used - Assamese, Bodo, Garo, Rabha, Bengali and Nepali.	Geographical location- Latitude 25053' - 26030' & Longitude 9007' - 9105'	Hospital- Govt- 01 Primary-05 Privat-07 State Dispensary- 06
Sub Dispensary- 06	Veterinary State Dispensary-15	Agriculture Sub- Division-02
Aggriculture Development Circle-12	Municipal Board- 01	Town Committee- 01

DDMP Preparation Year: 2012

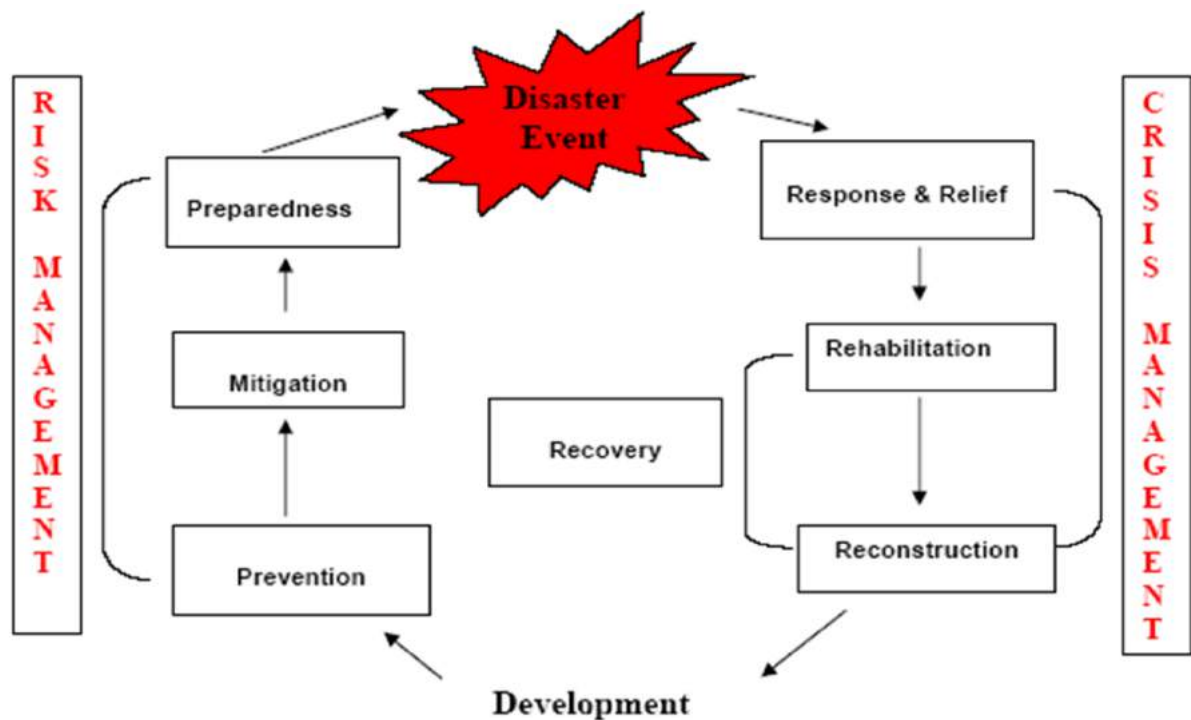
Last Updated: December - 2023

1.1. Introduction:

The District Disaster Management Plan of Goalpara District, herein after referred as the plan, is a multi-hazard disaster management plan. The plan helps and enables the district administration to organise its emergency preparedness for the pre, during and post disaster phases so that response and mitigation functions are delivered timely and in an efficient manner within the district. The plan also extends the necessary support to the state and central government. It is a plan that focuses on operations, roles & responsibilities of the responder agencies of the district, from within and outside the government.

1.2. Necessity of the Plan:

Basic Concepts of Emergency Management suggests that the same management strategies can be applied to all emergencies. Emergencies do not just appear one day, rather they exist throughout the time and have a life cycle of occurrence, and hence the management strategy should match the phases of an emergency in order to mitigate, prepare, respond and recover from its effect. There are four phases in Emergency Management: Mitigation, Preparedness, Response and Recovery. The four phases are visualized as having a circular relationship to each other (Emergency Management Cycle).



The activities in one phase may overlap those in the previous one. Hence the plan establishes an administrative structure for a systematic, co-ordinated and effective response at the district level. The purpose of the plan is to:

- Ensure that the areas in district vulnerable to disasters are identified and measures for prevention and mitigation are undertaken by the department at the district level as well as by the local authorities promptly and effectively.
- Develop a system of coordination, collaboration and integrated approach at the district level.
- Identify the capacities of the responder agencies at the district level and assign functional responsibilities to each of them.
- Establish a central facility in the district, which enables all the responder agencies to interact and coordinate their efforts.
- Suggest hazard specific preparedness, response and mitigation measures.
- Plan resource requirements and coordinate with the state government for requisitioning the need based resources.
- Provide an inventory of resources, key facilities and addresses for deployment and assistance towards preparedness and mitigation.
- Build the capacity of the responder agencies and communities for better preparedness and mitigation.

Considering the present global disaster scenario, the traditional disaster management that focused on crisis management has now given emphasis on risk management ensuring involvement of people and communities at every state and in each process.

1.3. Objectives of the Plan

The objective behind the preparation of District Disaster Management Plan is to :

- To mitigate impact of natural and man-made disasters through preparedness at district level, blocks, PRI/Autonomous council and village level.
- To provide effective support and resources to all the concerned individuals ,groups and departments during disaster
- To assist the line department, block administration, communities in developing compatible skills for disaster management.

- To disseminate factual information in timely, accurate and tactful manner while maintaining necessary confidentiality.
- To develop long term support plans for vulnerable people in / during disasters.
- To create awareness among the people about hazard occurrences and increase their participation and preparedness, prevention, development, relief, rehabilitation and reconstruction process.
- To have response system in place to face any eventuality.
- To sensitize the stakeholders about the philosophy that disaster management needs to be built into the development process.

1.4. Type of Disasters the District is prone to –

Natural Disasters	Man Made Disasters
Flood	Fire accidents
Flash Flood	Road accidents
Storm / Hail Storm	Bomb blast
Earthquake	Riots/ Ethnic clashes
Erosion	Pandemic (SARS-CoV-2) (COVID-19)
Landslide	
Drought	
Forest Fire	
Lightning	

1.5. Vision

The Goalpara district experiences several natural and manmade disasters like flood, flash flood, Earthquake, Epidemic, storm, riot etc. periodically at regular intervals. Keeping in mind these frequent disasters happenings in the Goalpara district that causes major setbacks to lives, livelihoods and property (both movable and immovable), the District Administration felt the urgency of the need of staying prepared to face these adverse situations well in advance. The devastation caused by floods and storms has posed a challenge before the administration to rethink and redefine the preparedness and the mitigation strategies to analyse each and every decision making process to gear up the rescue and restoration during such situations as well as building up the capacity to face further calamities in future. The District Administration has realized the necessity to compile a plan to prevent/minimize the loss and also to facilitate faster recovery during an emergency of this kind. This Plan is more of a guidebook, which can help the Administration and Line Departments, to remain better prepared for flood, storms etc. to safeguard lives, livelihoods and property.

In broadest terms, the vision of the plan will be effective communication, authentic and accurate database, documented and rehearsed to be activated in the shortest possible time with minimum simple orders and procedures ensuring active participation by the administration, community and volunteers at all levels, making optimal utilization of human and material resources with no gaps or no overlaps to prevent/minimize loss to lives and property and to ensure fastest restoration of the situation.

1.6. Development of District Disaster Management Plan (DDMP):

The District Disaster Management Authority (DDMA), which is the advisory body prepares the plan with support from all relevant line department, members of PRI/Autonomous Council, Community based organizations, NGOs etc. The Plan includes the facts and figures that have been collected from various official and informal sources with a view to meeting the challenges during any Natural Disaster. Collection and classification of data are to be updated at least once in a year preferably by March every year. The plan has been prepared with the following viewpoints.

- Contingency Plan in a continuous process.
- All are not equal in a crisis situation, giving emphasis on special vulnerable groups like economically weaker, sick and ailing, pregnant and lactating mother, old aged etc.
- During relief measures, social auditing ensures transparency.
- Involvement of women and PRIs/Autonomous council is a must in the entire process.
- Mitigation Plan reflecting need based approaches from the grassroots level.
- Well defined Preparedness and Response Plan for the entire district.

All are cordially invited for their kind suggestion to be incorporated in the plan.

CHAPTER - II

DISTRICT PROFILE

2.1. HISTORY:

The Goalpara District had never been a separate political entity under its own king. In the pre-historic times, the Goalpara District was an integral part of the once extensive kingdom of Pragjyotisha mentioned in the Ramayana and Mahabharata, which extended southwards as far as the Bay of Bengal and its Western boundary was the Karatoya River. The name Goalpara is associated with the term Gwali or Goal meaning milkman and probably derived from Gwalitippika which literally means Gwali village, i.e., milkman village.

Goalpara District was created in the year 1983 with two Sub-divisions, Goalpara (Sadar) sub-division & North Salmara (Civil) Sub-division. In 1989 Goalpara Sadar Sub-division was upgraded into a district and North Salmara Sub-division was merged with newly created Bongaigaon District. So, present Goalpara District consists of only one Sub-division



2.2 LATITUDE AND LONGITUDE EXTENT:

Latitude of Goalpara:	25°53' N and 26°30' N North
Longitude of Goalpara:	90° 07' E and 91° 05' E East
Mean elevation from sea level.	45 Meter (Average)

2.3. BRIEF OUTLINE OF THE DISTRICT

PARTICULARS	DETAILS
DISTRICT NAME	Goalpara
GEOGRAPHICAL AREA	1,824 sq. km. (Approx.)
POPULATION	1,008,959 of which male and female were 514,162 and 494,797 respectively (Provisional Census Report 2011)
NOS. OF SUB-DIVISION	1
NAMES OF SUBDIVISION	Goalpara (Sadar)
NOS. OF REVENUE CIRCLE	5
NAMES OF REVENUE CIRCLE	i. Balijana RC ii. Matia RC iii. Lakhipur RC iv. Dudhnoi RC v. Rongjuli RC
NAMES OF DEV. BLOCKS:	i. Balijana Dev. Block ii. Kharmuza Dev. Block iii. Kuchdhowa Dev. Block iv. Krishnai Dev. Block v. Jaleswar Dev. Block vi. Lakhipur Dev. Block vii. Matia Dev. Block viii. Rongjuli Dev. Block
NOS. OF POLICE STATION	11
NOS. OF RIVER POLICE STATION	1
NOS. OF OUT POST	8
NOS OF WATCH POST	7
NOS. of PATROL POST	6
NOS. OF TEA GARDENS	1 (Moijonga Tea Estate under Matia Rev. Circle)
NOS. OF ASSEMBLY CONST.	4 (four) Legislative Assembly Constituencies. These are 36-Dudhnai (ST) LAC, 37-Goalpara East LAC, 38-Goalpara West LAC and 39-Jaleswar LAC
NOS. OF VILLAGE	(858 Nos.) Lakhipur Revenue Circle -271 Balijana Revenue Circle -239 Matia Revenue Circle -156 Dudhnoi Revenue Circle -67 Rongjuli Revenue Circle -125
RAILWAY STATION	7 (Pancharatna Railway Station, Goalpara Town Railway Station, Krishnai Railway Station, Dudhnoi Railway Station, Amjonga Railway Station, Rongjuli Railway Station, Dhupdhora Railway Station)
AGRICULTURE SUB-DIVISION	(2 Nos.) Goalpara and Dudhnoi
AGRICULTURE DEV. CIRCLE	12 Nos.
MUNICIPAL BOARD	2 Nos., Goalpara Municipality Board & Lakhipur Municipality Board.
TOTAL GEOGRAPHICAL AREA	182462 Hac.
GROSS CROPPED AREA	158208 Hac.

TOTAL FOREST AREA	364.58 Sq.km
NO OF GP	81
NO OF AUTONOMOUS COUNCIL	1 (Rabha Hajong Autonomous Council)

2.4. DEMOGRAPHY:

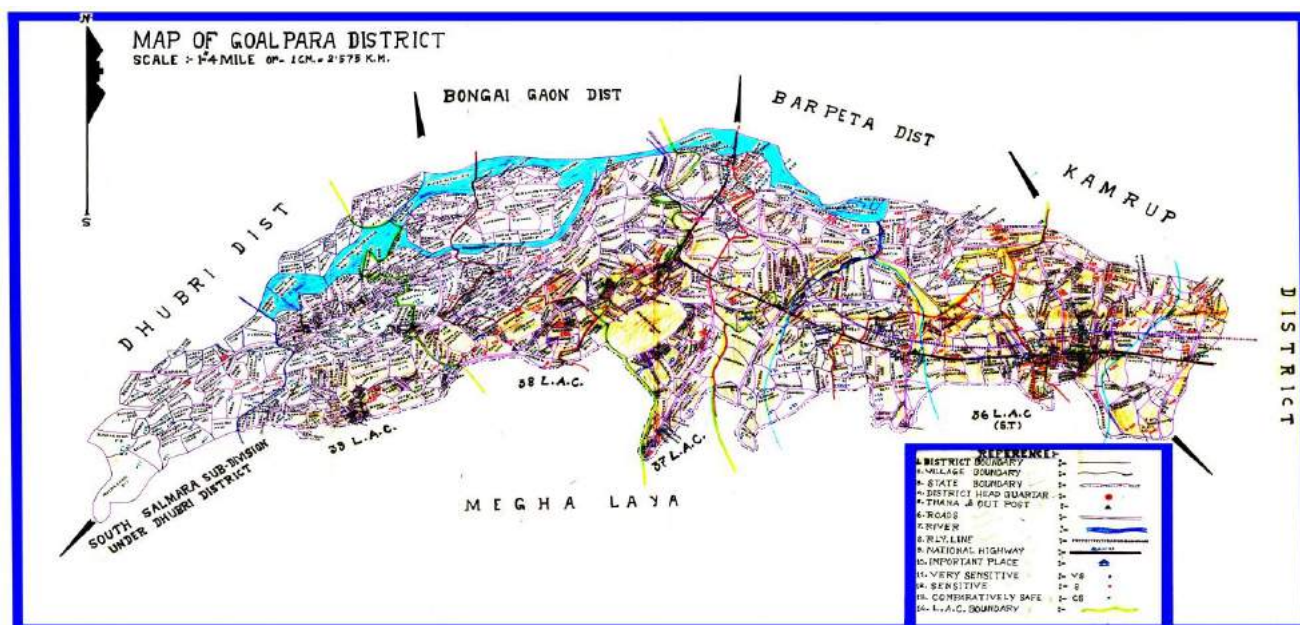
The Goalpara district is inhabited by mainly Bodo-Kachari, Assamese, Rabha, Sarania-Kachari, Koch-Rajbonshi, Adibashi (Tea Tribe), Nepali, Bengali, Hajong, Garo and religious minorities. The main tribes are Boro, Rabha, Sarania Kachari & Hajong. Major language spoken is Assamese, Rabha, Boro, Bengali, Garo and Sylhetia.

2.5. TOPOGRAPHY AND GEOGRAPHICAL INFORMATION:

At present, the district of Goalpara is situated entirely on the south bank of the river Brahmaputra. The district covers an area of 1,824 sq. km. and is bounded by West and East Garo Hill districts of the state of Meghalaya on the south and Kamrup district on the East, Dhubri district on the West and mighty river Brahmaputra all along the North. The district headquarter is 157 Km away from State Capital Guwahati and the district is connected by National Highway No 37, 51 & 62. The main mode of connectivity to the district is through Road and Railway. The geographical location of the district is between latitude 25° 53' and 26° 30' N and longitude 90° 07' and 91° 05' E. The topography of Goalpara district is generally characterized by cultivable plains except for few low-forested hills.

➤ TOPOGRAPHY:

The topography of Goalpara district is generally characterized by cultivable plains except for few low forested hills. The main tributaries of Brahmaputra River flowing through the district are Dudhnoi, Krishnai, Jinjiram, Jinari and Deosila. The rivers are all perennial in nature. Natural lake such as Urpad beel, Hasila Beel, Kumuri Beel & Dhamar Risan Beel exist in the district and several other artificial ponds are also seen. There are numbers of reserve and proposed reserve forests in the district.



➤ **GEOLOGY:**

The oldest rocks found in the Goalpara district are represented by the Achaean Gneissic complex. The rocks consist of granites, gneisses schists and amphibolites which are intruded by granite, pegmatite, quartz and aplite veins. These are found as inselbergs distributed on either side of the district. Some part of the district is covered by the recent sediments of the river Brahmaputra and its tributaries. Recent alluviums are composed of gravels, pebbles, sand, salt and clay distributed in an unsorted manner. The older alluvium comprises of pebbles, sand, silt and limonitic clay with pockets of unsorted pebbles found as scattered patches on either side of the district.

➤ **SOILS:**

The soils of the Goalpara district consist of newer Alluvium on the bank of the Brahmaputra and Older Alluvium near the hillocks and foot hills. The valley soils are mostly built up of alluvium materials washed down from the hills which are mainly heavy textured soils. The soils near the hillocks and foothills are mostly sandy, sandy to sandy loam textured and acidic in nature. The char areas under Newer Alluvium soils are essentially natural in reaction. Besides, there are considerable flood prone areas in the district, caused mainly due to inundation by overflowing rivers and congestion of rain water runoff from the land side. The surface soils along with the plant nutrients are thus washed away regularly every year. However, as per the Agricultural Department the soil test report, the soil pH ranges from 5.5 to 6.8.

2.6. CLIMATE:

The climate in the Goalpara district is Sub tropical with semi -dry summer & cold in winter. Rain makes its first appearance in the month of April with occasional; and irregular light showers and at times heavy downpour followed by the cyclonic storm. The irregular rainfall continues up to the end of May. The rain occurs due to the influence of North-Eastern wind. Monsoon rain normally begins from early part of June and heavy or very heavy rains occur in the district till the month of October. The maximum temperature is 37-39 degree C during July and August and the minimum temperature dips down to Temperature: 6-7 degree C in the month of January. About 80 % rainfall is from South-West monsoon.

2.7. MAJOR RIVERS:

River Brahmaputra and main tributaries of Brahmaputra River flowing through the district are Dudhnoi, Krishnai, Jinjiram, Jinari, Deoshila, Rangkhaiti & Jaljali.

2.8. WATER LEVEL:

Water level of the river Brahmaputra is maintained by Goalpara Water Resource Division with its gauge site near Circuit House, Goalpara.

- a) Highest Water level: Brahmaputra in Goalpara District: 37.47 Mtr.(on 27.08.1988)
- b) Danger Level of the river Brahmaputra in Goalpara District: 36.27 Mtr.
- c) Danger Level of the river Krishnai in Goalpara District: 42.70 Mtr.
- d) Danger Level of the river Jinari in Goalpara District: 40.54 Mtr.
- e) Danger Level of the river Dudhnoi in Goalpara District: 47.15 Mtr.

f) Maximum Water Level of the last 21 years recorded by Water Resource Department is as follows: -

Year	Water Level
2003	36.86 Mtr
2004	37.35 Mtr
2005	36.37 Mtr
2006	35.53 Mtr
2007	36.68 Mtr
2008	36.23 Mtr
2009	35.74 Mtr
2010	36.31 Mtr
2011	36.01 Mtr
2012	37.07 Mtr (30-06-2012)
2013	36.36 Mtr
2014	36.89 Mtr (28/08/2014)
2015	Brahmaputra WL = 36.77 on 05/09/15 Jinari WL = 39.88 on 22/08/15 Dudhnoi WL = 48.96 on 20/08/15 Krishnai WL = 44.70 on 21/08/15
2016	Brahmaputra WL = 37.00 on 28/07/16 Jinari WL = 39.30 on 25/06/16 Dudhnoi WL = 45.66 on 02/08/16 Krishnai WL = 42.10 on 06/07/16
2017	Brahmaputra WL = 37.02 Mtr Jinari WL = 40.65 Mtr Dudhnoi WL = 46.80 Mtr Krishnai WL = 44.04 Mtr
2018	Brahmaputra WL = 36.17 Mtr on 18/09/18 Jinari WL = 38.45 Mtr on 14/09/18 Dudhnoi WL = 45.32 Mtr on 19/06/18 Krishnai WL = 40.37 Mtr on 12/09/18
2019	Brahmaputra WL = 37.35 Mtr on 17/07/19 Jinari WL = 40.15 Mtr on 11/07/19 Dudhnoi WL = 46.20 Mtr on 23/09/19 Krishnai WL = 43.80 Mtr on 11/07/19
2020	Brahmaputra WL = 37.25 Mtr on 15/07/2020 Jinari WL = 40.75 Mtr on 25/05/2020 Dudhnoi WL = 47.08 Mtr on 06/06/2020 Krishnai WL = 44.02 Mtr on 20/07/2020
2021	Brahmaputra WL = 36.56 Mtr on 01/09/2021 Jinari WL = 39.30 Mtr on 16/08/2021 Dudhnoi WL = 43.50 Mtr on 01/06/2021 Krishnai WL = 42.74 Mtr on 01/06/2021
2022	Brahmaputra WL = 36.63 Mtr on 21/06/2022 Jinari WL = 40.70 Mtr on 17/06/2022 Dudhnoi WL = 47.02 Mtr on 15/06/2022 Krishnai WL = 43.45 Mtr on 13/06/2022
2023	Brahmaputra WL = 36.52 Mtr on 31/08/2023 Jinari WL = 40.73 Mtr on 23/06/2023 Dudhnoi WL = 45.96 Mtr on 15/06/2023 Krishnai WL = 42.60 Mtr on 23/06/2023

2.9. RAINFALL DATA:

Rainfall in Goalpara district in last 23 consecutive years is:

Year	Rainfall amount
2001	1877 mm
2002	2424 mm
2003	2904 mm
2004	5168 mm
2005	2980 mm
2006	1864 mm
2007	2099 mm
2008	1869 mm
2009	1847 mm
2010	1885 mm
2011	1882 mm
2012	2013 mm
2013	1518 mm
2014	2168.4 mm
2015	2888 mm
2016	143.50 mm
2017	2191.72 mm
2018	892.24 mm
2019	2246 mm
2020	2759.20 mm
2021	1809.2 mm
2022	2833.6 mm
2023	1784.9 mm

Approximate average rainfall in Goalpara district is 2491 mm

2.10. COORDINATES OF SOME OF THE IMPORTANT OFFICES AND OTHER

GOVT. BUILDINGS

Sl	Name of Building	Latitude	Longitude
1	Balijana Rev Circle	26° 09' 16.74" N	90° 37' 51.66 E
2	Matia Rev Circle	26° 04' 42.72" N	90° 47' 17.88 E
3	Dudhnoi Rev.Circle	25° 58' 56.34" N	90° 47' 12.48 E
4	Rangjuli Rev Circle	25° 57' 54.30" N	90° 56' 04.62 E
5	Lakhipur Rev Circle	26° 02' 04.08" N	90° 18' 23.94 E
6	Balijana Dev Block	26° 05' 14.52" N	90° 33' 30.00 E
7	Krishnai Dev Block	26° 02' 21.42" N	90° 38' 40.80 E
8	Rangjuli Dev Block	25° 58' 08.16" N	90° 56' 28.20 E
9	Kuchdhuwa Dev.Block	26° 00' 29.04" N	90° 51' 04.68 E
10	Matia Dev Block	26° 04' 34.08" N	90° 47' 14.64 E
11	Kharmuza Dev Block	26° 08' 35.10" N	90° 29' 03.60 E
12	Lakhipur Dev Block	26° 01' 15.84" N	90° 18' 26.94 E
13	Jaleswar Dev.Block	26° 02' 33.96" N	90° 12' 31.74 E
14	Office of the Deputy	26° 09' 38.52" N	90° 37' 43.86 E

	Commissioner ,Goalpara		
15	Office of the EE ,PHE	26° 09' 29.04" N	90° 37' 54.72 E
16	Office of the Suptt. Of Police	26° 09' 02.64" N	90° 37' 03.60 E
17	Office of the Joint Director ,Health Services	26° 10' 34.74" N	90° 37' 25.86 E
18	Office of the EE ,Water Resources	26° 10' 06.12" N	90° 37' 33.60 E
19	Office of the District Agriculture Officer	26° 09' 35.04" N	90° 37' 46.20 E
20	Goalpara College Playground	26° 10' 13.98" N	90° 37' 33.24 E
21	P.R.Govt.HS& MP School ,Goalpara	26° 10' 41.28" N	90° 37' 42.90 E
22	F.C.I (ASWC) ,Bhalukdubi ,Goalpara	26° 08' 52.74" N	90° 36' 55.50 E
23	Wholesale Co Society ,Goalpara	26° 11' 02.88" N	90° 37' 39.54 E

2.11. ECONOMIC, OCCUPATIONAL, SOCIAL & EDUCATIONAL PROFILE OF THE POPULATION:

As per the Census report 2011, the brief demographic profile of the district is as follows.

Total population	Total males	Total females	Sex ratio	Population density
1,008,959	514,162	494,797	962	553

Total number of villages, main tribes and distance from district headquarter, Goalpara to Different Revenue Circles of Goalpara District.

Name of the Sub-division	No of Villages	Main tribes	Distance from DC Office (in Kms)
Lakhipur Revenue Circle	271	Bodo, Mainstream Assamese, Nepali ,Adibasi	35 Km
Balijana Revenue Circle	239	Bodo, Mainstream Assamese, Nepali ,Adibasi, Religious minority	0.5Km
Matia Revenue Circle	156	Bodo, Mainstream Assamese, Nepali ,Adibasi, Bengali , Rabha ,	24Km
Dudhnoi Revenue Circle	67	Rabha, Mainstream Assamese , Bengali ,Bodo ,Garo	35Km
Rangjuli Revenue Circle	125	Rabha,Bodo , Mainstream Assamese , Bengali	60Km

2.12. CLASSIFICATION OF WORKING POPULATION OF THE DISTRICT:

Worker	Male	Female	Total	% of Total Population
Main workers	1,78,306	31,622	2,09,928	25.54
Marginal workers	24,306	39,691	63,997	7.79
Total	2,02,612	71,313	2,73,925	33.32
Non-workers	2,17,639	3,30,471	5,48,110	66.68
Cultivators	78,082	23,025	101,107	12.30
Agril. labourers	32,415	17,690	50,105	6.10
Household/ Industry workers	4,197	8,682	12,879	1.57
Other workers	87918	21916	109834	13.36

2.13. EDUCATIONAL INSTITUTIONS OF THE DISTRICT:

Sl. No	Educational Institutions	Nos.
1	Higher Secondary School –Provincialized	14
2	High School –Provincialized	78
3	High Madrasa -Provincialized	15
	Senior Madrasa –Provincialized	8
4	Recognised High School	26
5	Non –Recognised High School	10
6	Lower Primary School – Provincialized	1499
7	MV School – Provincialized	43
9	ME/MEM School – Provincialized	30
10	LP School – Recognised	0
11	ME School – Recognised	184
12	Anganwadi Centre	2492
13	Composite Scholl –Provincialized	39
14	Composed School - Recognised	09
15	Non-Residential Special Training Centre -Rural	Nil
16	Non-Residential Special Training Centre -Urban	09
17	Religious Madrasa	133
18	Residential Special Training Centre for boys & Girl	03
19	Tea Garden Managed School	01
20	ME-Venture	21
21	Composite School –Venture	01
22	Non-Recognised- Madrasa	44
23	MV Type -Venture	0
24	Jawahar Navodaya Vidyalaya	1
25	College – Provincialized	8
26	Junior College – Recognised	7
27	ITI	1
28	BT College _Govt.	1
29	Sanskrit Toll _Provincialized	1
30	DIET	1
31	Sainik School	1

2.14. HEALTH INSTITUTIONS IN THE DISTRICT:

Sl. No	Name of Health Institutions	Nos.
1	Civil Hospital	1
2	Maternity & Child Hospital	1
2	District T.B Centre	1
3	Block Primary Health Centre	5
4	Mini Primary Health Centre	10
5	State Dispensary	12
6	Subsidiary Health Centre	2
7	Sub Health Centre	156

2.15. MAN POWER UNDER HEALTH DEPARTMENT:

Sl. No	Man Power	Nos.
1	Doctors	181
2	GNM	179
3	ANM	345
4	Pharmacist	79
5	PMA	1
6	Lab Technician	48
7	MPW	100
8	SI	6
9	HA	5
10	RHI	6
11	Vaccinator	9

Chapter –III

HAZARD, RISK, VULNERABILITY ANALYSIS

3.1. PREVALENT HAZARDS:

Leads to Natural Disaster	Leads to Man Made Disaster
Flood	Fire accidents
Flash Flood	Road accidents
Storm	Bomb blast
Earthquake	Riots/ Ethnic clashes
Erosion	Covass (COVID-19)
Landslide	
Lightning	
Forest Fire	

3.2. RISK ASSESMENT:

TYPE OF HAZARDS	TIME OF OCCURRENCE	POTENTIAL IMPACT	VULNERABILITY	VULNERABLE AREAS
Flood	May - September	Loss of human life, livestock, crop and infrastructure	<u>Communication</u> <u>Network:</u> - Road, Bridges, Inland service, Telecommunication. <u>Household infrastructure:-</u> Katcha houses, Semi Katcha houses. <u>Agriculture:-</u> Seasonal crops ,horticulture, <u>Irrigation sources:</u> - Minor irrigation project, Siltation, Boulder created spur. <u>Drinking water sources:-</u> Damage of Public Water Supply Service(PWSS), submersion of spot sources , Failure of DTWs <u>Power supplies:-</u> Electrick poles, transmission cables. <u>Health services:-</u> Medicines <u>Educational Institutions:-</u> Private	511 villages located in Matia ,Mornoi,Dudhnoi,Karbala,Kharmuza ,Chunari ,Jaleswar and Balbala area

			& Public Schools & Institute <u>Livestock & Poultry:-</u> Cows, goats, piggery ,Poultry farms, Fish ponds <u>Vulnerable people:-</u> Handicapped, Fisherman, Old/Aged, Pregnant & nursing women, Sick & Ailing diseased, Children below five years. <u>Other vulnerable assets:-</u> Saw mills, small scale industries ,forest	
Flash Flood	May – September	Loss of human life, livestock, crop and infrastructure	<u>Communication Network:-</u> Road, Bridges, Inland service, Telecommunication. <u>Household infrastructure:-</u> Katcha houses, Semi Katcha houses. <u>Agriculture:-</u> Seasonal crops ,horticulture, <u>Irrigation sources:-</u> Minor irrigation project, Siltation, Boulder created spur. <u>Drinking water sources:-</u> Damage of Public Water Supply Service(PWSS), submersion of spot sources , Failure of DTWs <u>Power supplies:-</u> Electrick poles, transmission cables. <u>Health services:-</u> Medicines <u>Educational Institutions:-</u> Private & Public Schools & Institute <u>Livestock & Poultry:-</u> Cows, goats, piggery ,Poultry farms, Fish	Villages under Dudhnoi, Matia and some parts of Balijana Revenue Circle of Goalpara District.

			<p>ponds</p> <p><u>Vulnerable people:-</u> Handicapped, Fisherman, Old/Aged, Pregnant & nursing women, Sick & Ailing diseased, Children below five years. <u>Other vulnerable assets:-</u>Saw mills, small scale industries ,forest</p>	
Storm	March-May	Loss of human life, livestock, crop and infrastructure	<p><u>Communication Network:</u> - Road, Bridges, Inland service, Telecommunication. <u>Household infrastructure:-</u> Katcha houses, Semi Katcha houses. <u>Agriculture:-</u> Seasonal crops ,horticulture, <u>Power supplies:-</u> Electrict poles, transmission cables. <u>Educational Institutions:-</u> Private & Public Schools & Institute <u>Livestock & Poultry:-</u> Cows, goats,piggery ,Poultry farms. <u>Vulnerable people:-</u> Handicapped, Fisherman, Old/Aged, Pregnant & nursing women, Sick & Ailing diseased, Children below five years. <u>Other vulnerable assets:-</u>Saw mills, small scale industries ,forest</p>	Entire district
Epidemic (Pandemic)	Anytime	Loss to human life	<p>Younger age group kids, old aged group & School going children.</p>	Entire district

Fire Accidents	Anytime	Loss of human life, livestock and infrastructure	Human lives, Livestocks, Building & other infrastructures, Forest, theft, psychology etc.	Entire district (Market areas, POL depot, LPG Godowns,)
Earthquake	Anytime	Loss of Human life, Livestock and Infrastructure	<u>Communication Network</u> : - Weak Bridges, Road along the side of hills, , Telecommunication <u>Household infrastructure</u> :- Weak building, Non-engineering structured multi-storeyed building <u>Health services</u> :- Weak structured health institutions, medical equipment. <u>Vulnerable people</u> :- Handicapped, Fisherman, students in school ,Old/Aged, Pregnant & nursing women, Sick & Ailing diseased, Children below five years	Structural damage may occur at town areas and probability of flood in villages near banks of river Brahmaputra, Jinari, Jinjiram, Dudhnoi and Krishnai if damage occurs at Embankments or change in river course.
Bomb Blast	Anytime	Loss of Human life & Infrastructure	Human life loss and damage to infrastructure.	Entire district (Market places & Public gathering places)
Erosion	May – September	Roads, Breedges & Embankments damage	Residential area and cultivable land lying near the bank of the river.	Entire district
Animal depredation	March-November	Loss of lives and crops	Kharif crops , Residential areas lying near the Garo areas	East and Western part of the district

3.3. VULNERABILITY OF VARIOUS ELEMENTS TO DIFFERENT HAZARDS:

Elements	Earthquake	Flood	Storm	Drought	Flash Flood	Pandemic (COVID-19)
Population	H	H	M	L	H	H
Animals	M	H	L	L	H	L
Agriculture	L	H	L	M	H	O
Drinking water	H	H	O	L	H	L
Roads	H	H	L	O	H	O
River	M	H	O	M	H	O
Irrigation Canal	H	H	L	M	H	O
Hospitals	H	L	M	O	M	H
Houses	H	H	M	O	H	M
Schools	H	M	M	O	H	H
H (High), M (Medium), L (Low), O (Zero)						

3.4. ECONOMIC, OCCUPATIONAL, SOCIAL & EDUCATIONAL PROFILE OF THE POPULATION:

As per the provisional census report 2011, the brief demographic profile of the district is as follows.

TOTAL POPULATION	TOTAL MALES	TOTAL FEMALES	SEX RATIO	POPULATION DENSITY
1,008,959	514,162	494,797	962	553

Total number of villages, main tribes and distance from district headquarter, Goalpara to different Revenue Circles of Goalpara district.

Name of the Subdivision	No of villages	Main tribes	Distance from DC Office (in Kms)
Lakhipur Revenue Circle	272	Bodo, Mainstream Assamese, Nepali ,Adibasi	35 Km
Balijana Revenue Circle	239	Bodo, Mainstream Assamese, Nepali ,Adibasi, Religious minority	0.5Km
Matia Revenue Circle	157	Bodo, Mainstream Assamese, Nepali ,Adibasi, Bengali , Rabha ,	24Km
Dudhnoi Revenue Circle	67	Rabha, Mainstream Assamese , Bengali ,Bodo ,Garo	35Km
Rangjuli Revenue Circle	125	Rabha,Bodo , Mainstream Assamese , Bengali	60Km

3.5. OCCUPATIONAL PROFILE OF THE DISTRICT:

Economy of the Goalpara district is primarily an agrarian. However, only 18.34% of the population is directly engaged in agriculture as cultivator (12.22%) and agricultural labourers (6.12%). Classification of working population of the district is given in following table. The farmers are basically smallholders. Agro-forestry is the unique practice in the district. Every household grows timber plants as source of cash. Arecanut and banana are the major cash crop in the district. Since last 15 years arecanut has been suffering from ganoderma putting the farm families in economic difficulties. It has compelled the farm households to convert their arecanut orchard to rubber orchard. The major agricultural produces are rice, jute, green gram, black gram and wheat. Major horticultural produces are banana, jack fruit, arecanut and rabi vegetables. Most of the rural households keep livestock like cattle, goat and pig and fowl like duck and chicken, at their home stead. Almost all family has a fishpond at their backyard. Contribution of the district to the GDP is Rs. 6,459.00 per capita.

CLASSIFICATION OF WORKING POPULATION OF THE DISTRICT

Worker	Male	Female	Total	% of Total Population
Main workers	1,78,306	31,622	2,09,928	25.54
Marginal workers	24,306	39,691	63,997	7.79
Total	2,02,612	71,313	2,73,925	33.32
Non workers	2,17,639	3,30,471	5,48,110	66.68
Cultivators	78,082	23,025	101,107	12.30
Agril. labourers	32,415	17,690	50,105	6.10
Household/ Industry workers	4,197	8,682	12,879	1.57
Other workers	87918	21916	109834	13.36

3.6. EDUCATIONAL PROFILE OF THE DISTRICT:

As per the provisional census report 2011, the literacy rate of the district is as follows

Literate Total Persons	Literate Total Male	Literate Total Female	Literacy Rate Persons (%)	Literacy Rate Male (%)	Literacy Rate Female (%)
579,038	311,986	267,052	68.67	72.67	64.53

3.7. DISASTER SPECIFIC HISTORY OF THE DISTRICT:

The Goalpara District is vulnerable, in varying degrees, to a large number of natural as well as man-made disasters. The entire landmass is prone to earthquakes of moderate to very high intensity. All the low-lying areas and the southern part just below the Garo Hills are prone to floods/flash flood and river erosion. The same areas are also prone to cyclones and cyclonic winds. Most of the cultivable area is vulnerable to drought and hilly areas are at risk from landslides.

➤ Earthquakes:

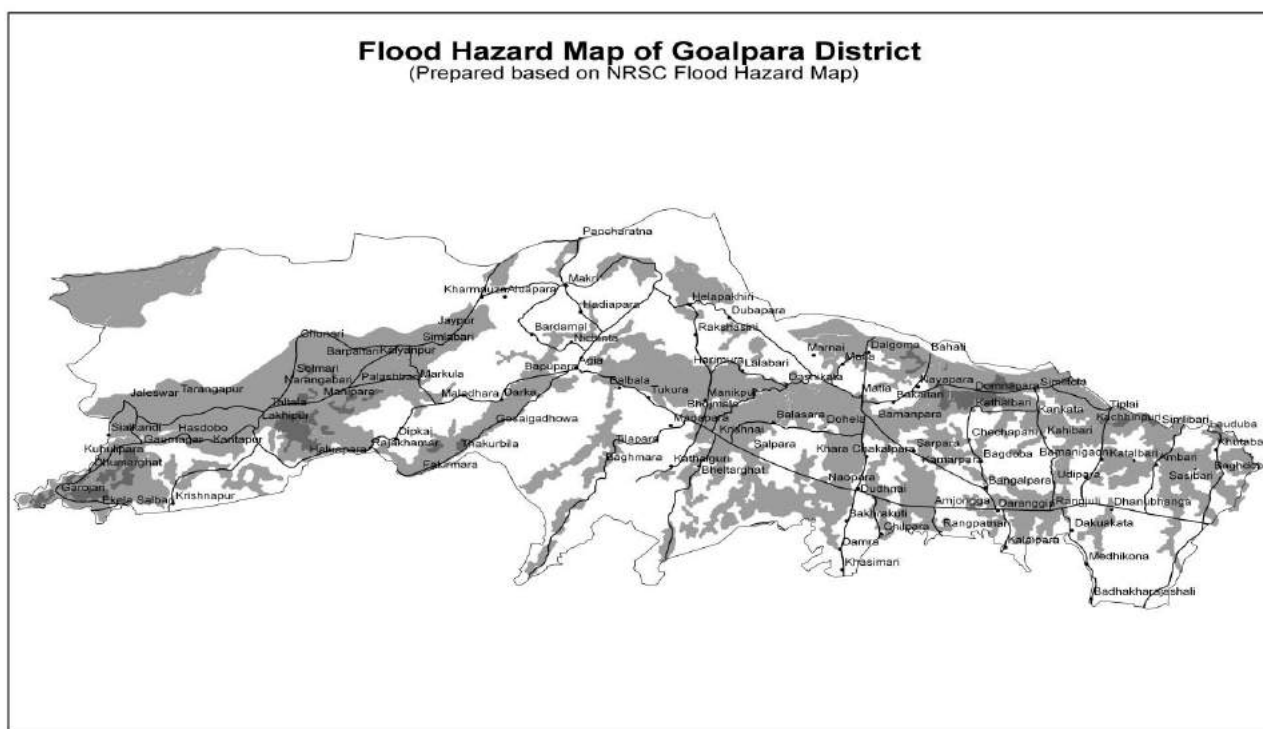
According to the latest seismic zone map of India, the entire Northeast region is in the seismically most active regions of the world. Goalpara District is located in the highest seismic level of zone V.

The entire Himalayan Region is considered vulnerable to high intensity earthquakes of a magnitude exceeding 8.0 on the Richter scale. Amongst the most severe earthquakes in the world, the great earthquake on Saturday, 12 June 1897 occurred in this region near Rongjoli, Assam (magnitude 8.7). The quake wreaked havoc across southwest of the present states of Assam, Meghalaya and Bangladesh. On June 17, 1897, the London Times reported that great damage was done to tea gardens in Assam and Cachar, and to the towns of Shillong, Guwahati, Goalpara and Dhubri. In Goalpara, the earthquake was accompanied by a tidal wave ten feet high which destroyed the bazaar and all the pukka buildings. In Dhubri also, all pukka buildings were demolished. There was a heavy loss of life in both Goalpara and Dhubri. A letter dated June 17, written by an American Baptist minister in Goalpara described the damages done to their Mission building. He also mentioned that the Deputy Commissioner was living with them because his house was altogether in ruins. Mr. E.F. Dobson, Civil Surgeon of Goalpara reported seeing the water in the beel behind the rest house in Dhubri rise about 12 feet in 2 minutes and overflowing, flooding a large area. Innumerable jets of water, like fountains, spouted up to heights varying 18 inches to 4 feet were instantly created on the ground near the beel. Water covered the Trunk Road in many places. In the district, the iron bridges of Joldoba and Krishnai broke. A hill between Goalpara town and Agia fell on the Trunk Road.

➤ Flood:

The rivers along with their branches and tributaries can hardly hold the large volume of water, which passes through them during the rainy season (April to September), which causes heavy and widespread inundation named as Flood. The general reason of occurrence of flood in Goalpara District is due to overflow of River Brahmaputra and its tributaries, namely Dudhnoi, Krishnai, Jinjiram, Jinari, and Deoshila etc.

The Goalpara district experiences floods of moderate to severe intensity during the monsoons. Besides this, the flash flood witnessed by the district during October 2004 and September 2014 added a new dimension to the degree of devastation that may cause due to any flood. The pattern of flood cannot truly be forecasted in spite of the well-organized warning systems. It is therefore, imperative that in order to ensure speedy and efficient rescue, relief and rehabilitation, a well-prepared master plan is formulated.



➤ **Pandemic (COVID-19):**

Coronavirus disease 2019 (COVID-19) is an infectious disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). It was first identified in December 2019 in Wuhan, Hubei, China, and has resulted in an ongoing coronavirus pandemic. On 5 October, the WHO said that one in ten people around the world (around 800 million) may have been infected with COVID-19. As of 14 October 2020, 38.1 million cases have been reported across 188 countries and territories with more than 1.08 million deaths; more than 26.4 million people have recovered.

Common symptoms include fever, cough, fatigue, shortness of breath or breathing difficulties, and loss of smell and taste. While most people have mild symptoms, some people develop acute respiratory distress syndrome (ARDS) possibly precipitated by cytokine storm, multi-organ failure, septic shock, and blood clots. The incubation period may range from one to fourteen days.

The first case of the COVID-19 pandemic in the Indian state of Assam was reported on 31 March 2020. As of 13 October 2020, the Government of Assam has confirmed a total of 89,468 positive cases of COVID-19 including 67,641 recoveries, three migrations and 234 deaths in the state. The state's as well as northeast's largest city, Guwahati, has been worst affected by coronavirus.

➤ **Flash Floods:**

Flash floods are characterized by very fast rise and recession of flow of small volume and high discharge, which causes high damages because of suddenness. This occurs in hilly and not too hilly regions and sloping lands where heavy rainfall and thunderstorms or cloudbursts are common. Incidents of high intensity rainfall over short durations also cause flash floods.

➤ **Worst case/ Earlier experience:**

An unprecedented devastating flash flood occurred on the night of 07th October, 2004 due to cloud burst at Balbala area under Matia circle and Dadan areas under Lakhipur circle in the district of Goalpara. The havoc caused by that unprecedented incident was so tremendous that within a couple of hours on that fateful night thousands of families rendered homeless. 182 persons were killed, 13,221 Nos. of cattle and other live stocks were lost. Further an area of 445.58 Hectares of jute field; 11,115 Hectares of paddy field and 493 Hectares of other crops were completely deluged. There had been a situation of almost beyond control. The civil administration, the army, police and paramilitary forces had to be pressed in to service round the clock for rescue, relief and re-sheltering operation. Prior to this heart breaking devastating incident district never had experienced any other similar nature of incident. Various NGOs, agencies and voluntary organizations came forward to render their help and assistance to the District Administration in combating with the situation.

➤ **September Flash Flood 2014:**

It was seen that very heavy rainfall occurred from 19th September/2014 to 22nd- September/2014. This incessant rainfall occurred due to heavy rainfall in the Garo hills area of Meghalaya. Due to this incessant rainfall Rangjuli, Dudhnoi, Krishnai, Mornoi, Damas and its adjoining area were over flooded along with abnormal rise in water level of river Dudhnoi and Krishnai. The rainfall on 22-09-2014 was unpredictably high which 368.60mm was. The marginal bund at Mornoi for a length of 120m on the L/B of river Krishnai and the Panchayat bunds at three places of Sarapara area for a length of 50m, 55m and 70m on the R/B of river Dudhnoi were breached on 22-09-2014 due to overtopping. Moreover, the Panchayat bund at Upartola area on the L/B of river Dudhnoi and the road cum marginal bund at Damas area on the R/B of river Krishnai were also breached for a length of 195m and 55m respectively on 22-09-2014. Several villages namely Shingimari, Gopalpur, Mornoi, Monakosha, Nayapara, Sarapara, Karipara, Upartola, Bejnapara, Dohapara and agricultural fields adjacent to these breach portions were severely affected by the flash flood. Due to breach of the embankment of Krishani River, water enters to Jinjiram river and causes heavy flood in nearby villages of Jinjiram. Moreover, there was breach of railway track and it caused intense current.

➤ **River Erosion:**

The erosion of banks by the rivers and the consequent loss of life and property are major problems in Goalpara District. Rivers tend to erode their beds and banks in the hilly regions resulting in the deepening and widening of rivers. When a river enters the flood plains, it shows a tendency to braid and develop number of channels causing silting of the riverbed, change in course and bank erosion. Thus, bank erosion and consequent loss of land and properties is a constant phenomenon all along the course of the river. The bank line of the Brahmaputra is extremely unstable consisting mostly of fine sands and silts. Large scale slumping of riverbanks takes place when the level falls after a flood. Erosion, therefore, has become a serious problem as it eats away the valuable land. In spite of good amount of anti-erosion measures executed to contain the attack of the riverbanks or embankments, the erosion problem has increased in recent years. At some places, a few kilometers of bank along with villages, fertile land and roads are eroded every year. The extent of loss to erosion varies from year to year depending on the severity of floods.

➤ **Cloudbursts & Landslides:**

On 7th October 2004 along the Ajagar hill range in Goalpara district, a landslide was reported. The site of the landslide is located in village Katapara, 12 kms south-west of Agia and 24 kms from Goalpara town. The landslide was caused due to incessant rainfall within the catchment area bordering Goalpara district (Assam) and Meghalaya state. The occurrence of heavy rainfall was due to the cloudburst phenomenon as reported by IMD state meteorological department. It is has been anticipated that, due to unscientific cultivation practice by the local people, the top soil of the hill itself lost its compactness and was prone to heavy landslides. No casualties were reported from site.

➤ **Ethnic Clashes:**

In the latest spate of Rabha-Garo ethnic clashes that broke out on the New Year's Day 2011 on both sides of the Assam-Meghalaya border, nine people were killed and around thirty thousand people had been rendered homeless, either because their houses were burnt down or because they had to flee their homes out of fear. There had been Rabha-Garo conflicts earlier also but not on this scale.

The background to the long-standing conflict is that the Rabhas are recognized as a Scheduled Caste tribe in Goalpara district of Assam but not in the contiguous East Garo Hills district of Meghalaya. People of both the ethnic groups – Rabhas and Garos – live on either side of the border. The East Garo Hills district has its own Autonomous District Council under the Sixth Schedule of the Constitution. However, because the Rabhas are not a Scheduled Tribe community in Meghalaya, they never had their representation in the elected district council. For quite some time the Rabhas had been agitating in the Garo Hills for giving them the Scheduled Tribe status. But the Garos – and the Meghalaya Government – are opposed to it. Off and on, the Rabhas had been giving bandh calls to press their demand, bringing life to a standstill in both the districts. The Garos resented it, even more so, because the road link between the two parts of Meghalaya – the Garo Hills and Khasi Hills – lies through Assam. The tension and sporadic violence lead to clashes between the two groups.

3.8. THE MAJOR DISASTER SPECIFIC HISTORY OF THE LAST TEN YEARS IS SUMMARIZED AS FOLLOWS:

GOALPARA DISTRICT		
Sl	Disastrous events	Year of occurrence
1	Flood	2004,2007,2012,2014, 2016,2017,2019,2020, 2021, 2022
2	Flash Flood	2004, 2014, 2020
3	Landslide	2004,2010, 2012, 2014, 2022
4	Drought	2005
5	Earthquake	2015, 2016, 2019, 2020

6	Storms	2015, 2016, 2017,2018,2019,2020
7	Fire Accident	2016,2019, 2022
8	Ethnic Clash	2011,2013
9	Bomb Blast	2016
10	Erosion	2015, 2020
11	Pandemic (COVID-19)	2020, 2021
12	Lighting	2020, 2021, 2022

3.9. SEASONAL HAZARD ANALYSIS:-

The Probable Seasonal Hazard Analysis of the district is shown as follows:-

Types of hazards	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Natural												
Flood												
Storm												
Drought												
Hailstorm												
River-erosion												
Flash Flood												
Animal Depredation												
Man-made												
Bomb Blast												
Fire Accidents												
Ethnic Clashes												

3.9.1. DISASTER PROBABILITY: THE DISASTER PROBABILITY OF THE DISTRICT IS REFLECTED AS FOLLOWS

DISASTER PROBABILITY

Sl. No.	Types of Disaster	Times of Occurrence	Potential Impact/Probable Damages	Vulnerable areas
1	Flood	June ,July ,August, Sept, Oct	Damage of Roads, House, Agriculture crops, Livestock	Lakhipur, Jaleswar, Chunari & Char areas under Matia & Balijana circle, Mornoi, Kharmuza area, Goalpara town, Dudhnoi, Rongjuli and Balbola area.
2	Earthquake	Unpredictable	House, Building, Road ,Bridges	Entire district
3	Storm	Feb to May	Damage of house ,building , falling of trees, electric power infrastructure	Entire district
4	Drought	May to Aug	Agriculture land and crop	
5	Erosion	April to September	Residential land and cultivable land	Balijana, Lakhipur and Matia revenue circle

6	Fire accident	Any time	House and household property	
7	Wild Animal Invasion (Wild Pig & Elephant	June to October	Crops, House, Human life	138 Villages
8	Pandemic (COVID-19)	Unpredictable	Human life	Entire district

3.10. FLOOD VULNERABLE VILLAGES LIST WITH ITS CATEGORIES IN THE DISTRICT:

Under Balijana Revenue Circle

Sl. No.	High	Very High	Low	Very Low	Moderate
1	Abravita	Azagar Pahar	Baizeralga Pt-III	Borali	Amjonga Pt-I
2	Ambari	Baghmara	Banagram	Budhi Para	Amjonga Pt-II
3	Amjonga	Balarvita	Bhalukdubi	Chota Kashi Khagra	Baladmari
4	Badhapur	Bamundanga Part-I	Chitalmari	Dwarka Rabha Para No. 1	Boko Garo Para
5	Bandra	Bamundoba	Daripar	Kodotika	Borjhara No.1
6	Chamaguri	Barjhara Part-II	Dipkai Part-I	Makri	Chutki
7	Chota Damal	Batabari	Faringapara	Nayapara	Dalak
8	Damribhasa	Baye Chandina	Hajuachar Part-III	Polasbari	Dosora Para Mata
9	Deuli	Bijoypu	Jagana Para	Chatamari	Gossai Gadowa
10	Garoghat Khoda	Chinabari	Janihipara Part-II	Dhumbandha	Halua Para
11	Govindapur	Dibottar Bapupara No 1	Kathakuthi Part-V	Chakla	Hasilabil
12	Hatigaon	Erabandha	KathalmariKhe nmohora	Bangalijhar	Jungle Block No. 1
13	Hatighopa	Lampara	Kursapakhari Pt-I	Khoteyartari	Kaimari
14	Kishori Dubi	Mojai Garo Para	Kuruabhasa	Simulbari	Kalpani Chandamari
15	Maladhari Part-I	Naya Para	Mandira Pathar	Thepkai	Kalinindi Doba
16	Maladhari Part-II	Pandoba	Mascam Pt-I	Kongair Pachimpara	Kalyanpur
17	Nalanga	Solmari	Munchivita		Keotpara
18	Nayapara		Salmar Moan Dubi Pt-I		Kharmuza
19	Nibari		Holongar Char		Markula
20	Nichinta		Holongar Char NC		Nalanga Pahartali
21	Nizborvita		3 No. River Block		Pakritari
22	Paglijhora		Kistomoni Pt-I		Rajapara

23	Polashbar i		Kistomoni Pt-II		Rokha Para
24	Rakhaldub i		Bhasanipara Pt-I		Rongdan
25	Rangsa Para		Bhasanipara Pt-II		Roumari
26	Roumari		Bhasanipara Pt-III		Silsak Domal
27	Satbaini Pahar		Nun Khowa Pt- I		Soulmari
28	Taparvita		Nun Khowa Pt- II		Taranti
29	Taraibari		Nun Khowa Pt- III		Tilapara
30			Khankhowa Pt- I		Telepara
31			Natun Basti		Chandaria Pathar
32			Khankhowa Pt- II		
33			Sader Alga Pt-I		
34			Sader Alga Pt- II		
35			Sader Alga		
36			Uttar Katlamari		
37			Char Katlamari		
38			Dakhin Katlamari Pt-I		
39			Dakhin Katlamari Pt-II		
40			Birsing Holonger Char Pt-I		
41			Birsing Holonger Char Pt-II		
42			Tiyapara		
43			Sunari Sota		
44			Karbala		
45			Ram Harir Char Pt-I		
46			Ram Harir Char Pt-II		
47			Ram Harir Char Pt-III		
48			Kadotika		
49			Kalpani		
50			Saplengkata		
51			Tisimpur		
52			Jogna Rajbangsipara		
53			Balijana		
54			Khutamari		
55			Kharboja		
56			Pancharatna Hurkakuchi		

Under Dudhnoi Revenue Circle:

Sl. No.	High	Very High	Low	Very Low	Moderate
1	Fafal	Kusdhowa Chechapani Pt-II	Dighali	Bandarshi Pt-II	Kushdhowa Chechapani Pt-III
2	Tangabari		Dudhnoi Rev. Town Pt-II	Deulguri Pt-II	Nishangram
3	Bajemondal Sialmari		Darakhpara	Kanyakuchi Pahar	Rambuk
4	Khara Medhipara		Khara Pt-I	Kushdhowa Para Pt-I	Rongpathar
5			Khara Pt-II	Dudhnoi Rev. Town Pt-II	Rongrongpara
6			Lakheraj Mondalgram Pt-II	Puranibhita	Siluk Pt-II
7			Lela	Nabagram	Siluk Pt-I
8			Maishkhulipara	Bandarshi Pt-I	
9			Melopara	Barpathar	
10			Mowamari	Nalbari	
11			Dudhnoi Rev. Town Pt-I	Rowmari	
12			Damra Patpara	Barmatia Pt-II	
13			Charaimari	Gadimpathar	
14				Latapara	
15				Deulguri Pt-II	
16				Kushdhowa Chechapani Pt-I	
17				Monuapara	

Under Matia Revenue Circle:

Sl. No.	High	Very High	Low	Very Low	Moderate
1	Ashudubi	Dohela	Baladmari Char Pt-II	Bakaitary Pt-III	Hadigaon
2	Barbhita	Fofonga Pt-I	Barigaon	Ghorapota	Mujkuri
3	Dhaigaon	Hatimura Pt-I	Bamunpara	Karkoshi	Mamudpur Pt-I
4	Kalpani Chandamari	Khamari	Dubapara	Upartola	Nabagata Simlitola
5	Karipara Pt-I	Lalabori	Fofonga Pt-II	Bherveri	Nayapara Pt-II
6	Karipara Pt-II	Mujkuri Islampur	Fofonga Pt-III		Paharsing Para
7	Karipara Pt-III	Mojjonga	Garomarai		Pahidol
8	Khamar Manikpur	Nayapara Pt-II	Gunialguri		Pokalagi
9	Kharija Manikpur	Pachim Matia	Harimura		Pub Matia
10	Rakhyasini	Sutarpara	Jotsorabdi		Rakhyasini Garopara Pt-I

	Garopara Pt-II				
11	Nabagata Simlitola		Krishnai Guriya Pt-I		Rakhyasini Jhar Pt-I
12			Pachim Dairong		Sardarpara
13			Pub Dairong		Sidhabari Pt-I
14			Pubjira		Singijani
15			Rabhapara		
16			Salpara Molandubi Pt-I		

Under Lakhipur Revenue Circle:

Sl. No.	High	Very High	Low	Very Low	Moderate
1	Foringapara	Sengeralga	Salbari	Kursapakhri Pt-I	Rakhalkilla
2	Bhalukmari	Chaildhara	Krishnapur	Kursapakhri Pt-II	Bausartari
3	Sordarvita	Bagpara Dinerlga Pt-I	Nalbari	Kursapakhri Pt-III	Ghunghunivita
4	Boinyaguri	Pathakata Pt-I	Kulamuwa	Singri Pt-I	Ekla Salbari
5	Suparvita	Pathakata Pt-II	Abhirampara	Singri Pt-I	Simlabari
6	Basmura	Raichandarchar	Gumaijhar	Jhanjipara Pt-I	Rongdoba
7	Ghugudoba	Fulkata	Hatimura	Jhanjipara Pt-II	Joyramkuchi
8	Damribhasa	Panikamartari	Gosaidubi Muslimpara	Panisali	Haldibari
9	Dharai	Mowamari	Gosaidubi Hindupara	Trisimkali Pandoba	Chowkatola
10	Dapkarvita	Bagpara Dinerlga Pt-II	Katarihara	Mogho Pt.I	Chauldhowa
11	Khatalmari	Ghunimari Pt-I	Tarangapur		Kantapur
12	Charaljhar	Monkola	Koimari		Folimari
13	Khalisarvita Hindupara	Balapara	Choibari		Manaspara
14	Khalisarvita Muslimpara	Khalisamari Pt-I	Dewnapara Pt-I		Bapurbhita Pt-I
15	Satsiakhamar	Borogenduwa	Dewnapara Pt-II		Jurigaon
16	Ververi	Soto Genduwa	Lembupara		Hatisila Muslimpara
17	Garojan	Khalisamari Pt-II	Nidanpur Pt-II		Kurung
18	Bausartari	Tulsibari	Silapani		
19	Manaspara Reserve	Bansadoba	Hatogaon Pt-I		
20	Kolabari	Ghunimai River Block Pt-I	Medhipara Pt-II		
21	Hasdoba	Ghunimai River Block Pt-II	Lakhipur Town		
22	Simulkandi	Ghunimari Pt-II	Khaglamari		
23	Kharubhaj	Killahara Pt-I	Nidanpur Bordhita Town		
24	Dhamar Beel	Killahara Pt-II	Dipkai Pt-I		
25	Bapurvita Pt-II	Killahara Pt-III	Dipkai Pt-II		
26	Bapurvita Pt-	Killahara Pt-IV	Nehalervita		

	III				
27		Killahara Pt-V			
28		Cholakura Pt.I			
29		Cholakura Pt. II			
30		Cholakura Pt .I II			
31		Singuli para Killahara Pt. I			
32		Sing ulipara Killahapara Pt. II			
33		Singulipara Killapara Pt. III			
34		Bamuneralga Pt. I			
35		Bamuneralga Pt.II			
36		Bamuneralga Pt..III			
37		Bamuneralga Pt..IV			
38		Rowkhowa Bollabori			
39		Jamiravbari Algachar Pt. I			
40		Jamiravbari Algachar Pt. II			
41		Jamiravbari Algachar Pt. III			
42		Rowkhowa Solakura			
43		Rowkhowa Pt.I			
44		Bororchar Pt I			
45		Bororchar Pt II			
46		Thailpara Pt. I			
47		Thailpara Pt. II			
48		Salmara Pt. I			
49		Rowkhowa River Block			
50		Kistomani Pt-II			
51		Kistomani Pt-III			
52		Rowkhowa Pt-I			
53		Rowkhowa River Block N.C.			
54		Lejam			
55		Puthimari			
56		Kasima			
57		Bardal			
58		Chakla Beel			
59		Bowalmari			
60		Gerapuri			
61		Sakopara			
62		Bodbodia			
63		Balikasi Muslimpara Pt.I			
64		Balikasi Muslimpara Pt.II			
65		Balikasi Muslimpara Pt.III			

66		Thongpara			
67		Haguri Para			
68		Bowrartol			
69		Sonarurtol			
70		Geramari Pt.I			
71		Geramari Pt.II			
72		Kaminirvita Pt.I			
73		Kaminirvita Pt.II			
74		Fetengapara			
75		Kathuri			
76		Saptibari			
77		Koraibari			
78		Chkilavita			
79		Chulkani			
80		Takimari Grazzing River			
81		Aaolatoli			
82		Likeripara			
83		Choto Udmari			
84		Boro Udmari			
85		Fersartari			
86		Boro Tangvita			
87		Choto Tangvita			
88		Sordarvita			
89		Takinmari			
90		Uttar Satvendi			
91		Dokhin Satvendi			
92		Tengonmari			
93		Kadamtola			
94		Khoksarvita			
95		Nankurvita			
96		Satsimla			
97		Nijbahadurtari			
98		Batabari			
99		Gerapara			
100		Thurthuridoba			
101		Dambari			
102		Dolani			
103		Tekona			
104		Sialkanda			
105		Haruakuta			
106		Morisbari Grazzing River			
107		Haldibari			
108		Golokerpam			
109		Dhamar Reserve			

Under Rangjuli Revenue Circle:

Sl. No.	High	Very High	Low	Very Low	Moderate
1	Bongaon	Bijoypur Bongaon	Ambari Part II	Bordol Part II	Allibari

2	Budlung Salihar	Dhantola Part I	Ambari Part IV	Chaplai Part I	Ambari Part I
3	Chekowari Part I	Fakirpara	Bakrapara Part I	Dhupdhara Part III	Ambari part III
4	Chekowari Part III	Kahibari Garopara	Bamuni Gaon Part II	Ganesh Pahar	Barbari
5	Garusatka Part II	Kankata Part I	Bhalukjuli	Gathiapara	Bhalukjuli
6	Kahibari Garopara	Kayasthapara	Chaukapara Kahibari.	Jogipara Part III	Sitalmari Bongaon
7	Roumari	Khamar	Dighali Part II	Kanyakuchi Pahar	Dhantola.
8	Tiplai Part II	Simolitola.	Dighali Part III	Khutabari Part V	Garopara
9	Tiplai Part III		Hadipara Bhomra Pathar.	Piplibari	Gathiapara
10	Ulubari Naitara Chautara		Kanya Kuchi	Sikiajuli Kuhiarbari	Gerua
11	Kamarpota		Kothakuthi Part V	Telipara Kauridubi	Jugipara Part I
12	Khilamara		Kathalmuri		Kankata Part II
13			Khekapara		Kothakuthi Part II
14			Khutabari Part I		Khagrabari
15			Khutabari Part II		Khutabari Part III
16			Madang Part I		Patpara III
17			Piplibari		Raumari
18			Patpara Part II		Tiplai Part I
19			Sikiajuli Kuhiarbari		
20			Sildubi Part II		
21			Simolitola Sah Bagan.		

3.11. VULNERABILITY OF INFRASTRUCTURES IDENTIFIED BY GOVT.DEPARTMENTS:

1. Water Resource Department:

Embankments/ dykes maintained by water resource department

SI No.	Name of the river and Tributaries	Length of Embankment against each river	Location of Rain Gauge	Normal water level	Danger level	Total Nos. of vulnerable stretches identified		Total nos. of vulnerable points identified
						Length (KM)	Nos. of Stretches	
1	Brahmaputra	37.675 Km	CWC office campus, near Goalpara	29.00 to 32.00 m	36.27 m (Goalpara old Circuit House gauge)	09.37 KM	02	12

			town protection Tie Bund					
2	Krishnai	4.27 Km	-	-	42.70 m			
3	Dudhnoi	1.74 Km	-	-	47.15 m			

2. Panchayat & Rural development

Embankments/ Bunds maintained by P&RD

Sl No.	Name of the river and Tributaries	Length of Embankment against each river	Normal water level	Danger level	Total Nos. of vulnerable stretches identified		Total nos. of vulnerable points identified
					Length (KM)	Nos. of Stretches	
1	Krishnai	11.30 Km		42.70 m	1.7		5
2	Dudhnoi	16.96 Km	-	47.15 m	0.235		9
3	Jinari	19.50 Km	-	40.54 m	0.184		2
4	Rangkhaithi	12.00 Km		-			
5	Jaljali	04.00 Km		-			

3. Public Work Department (Roads)

Sl. No	Type of Disaster	Time of occurrence	Name of Vulnerable Road/ Bridges	Alternate Route	Vulnerable areas/Revenue Circle/Name of Villages	Probable Impact
1	Flood	Rainy Season	Lakhipur Takimari Road (RR).	Nil.	Lakhipur Circle/Takimari	Disruption of Communication
2	Flood	Rainy Season	Rongsai Borjhora Bajengdoba Road (SH).	Agia-Medhipara Road.	Balijana Circle/Borjhora, Bajengdoba	Disruption of Communication
3	Flood	Rainy Season	Agia Medhipara Lakhipur Road (SH-12).	Makri-Kharmuza Road.	Balijana Circle/Deuli, Darka.	Disruption of Communication
4	Flood	Rainy Season	Katarihara to Bhalukmari via Tekona (RR).	12km of Lakhipur-Joleswar Road to Bhalukmari.	Lakhipur Circle/	Disruption of Communication
5	Flood	Rainy Season	Sutarpara to Kothalbari Road (RR).	Nil.	Matia Circle/Sutarpara	Disruption of Communication
6	Flood	Rainy Season	Lakhipur Jaleswar Road.	Lakhipur-Gournagar-Jaleswar Road.	Lakhipur Circle/	Disruption of Communication
7	Flood	Rainy Season	Lakhipur Chunari Road.	Lezam-Poitary Road.	Lakhipur Circle/Aolatoli, Chunari	Disruption of Communication
8	Flood	Rainy Season	Jaleswar Dhumerghat	Jaleswar-Lakhipur-Khalisabhita Road.	Lakhipur Circle/Jaleswa	Disruption of Communication

			Road.		r, tikrikilla	
9	Flood	Rainy Season	Gaurnagar Chataimari Road (RR).	Dhumerghat-Garozan Road.	Lakhipur Circle/	Disruption of Communication
10	Flood	Rainy Season	Domoni Dohela Road (RR).	Nil.	Matia Circle/Nepalikhuti, Dekhduwa	Disruption of Communication
11	Flood	Rainy Season	Mandalgram Railway Station to Khara Road (RR).	Makhipara to Sialmari.	Dudhnoi Circle/	Disruption of Communication
12	Flood	Rainy Season	Amjonga Bakshalpara Road (RR).	Kachdol Baksalpara Road.	Dudhnoi Circle/	Disruption of Communication
13	Flood	Rainy Season	Kumri Dhumerghat Road (RR).	Kumri Dhumerghat Road via Chirakuti Road.	Lakhipur Circle/	Disruption of Communication
14	Flood	Rainy Season	Jaleswar Nichinpur Road (RR).	Shialkanda-Nichinpur Road.	Lakhipur Circle/	Disruption of Communication
15	Flood	Rainy Season	Abirampara Road (RR).	Lakhipur-Khalisabhita Road.	Lakhipur Circle/	Disruption of Communication
16	Flood	Rainy Season	Dhamar to Shivbari Road (RR).	Nil.	Matia Circle/	Disruption of Communication
17	Flood	Rainy Season	Matia Dolgoma Road (RR).	Camp-Bazar Road.	Matia Circle/	Disruption of Communication
18	Flood	Rainy Season	Lella Bandarshree Road (RR).	Nil.	Dudhnoi Circle/	Disruption of Communication
19	Flood	Rainy Season	Narapati Road to Amguri Road (RR).	Amguri to Khadarjan.	Rongjuli Circle/	Disruption of Communication
20	Flood	Rainy Season	Thorko Panishali Hurkachungi Road.		Balijana Circle/Borjhora	Disruption of Communication
21	Flood	Rainy Season	Damra Mendipathar to Nishangram Road (RR).		Dudhnoi Circle/	Disruption of Communication
22	Flood	Rainy Season	Lakhipur Tulshibari Road (RR).		Lakhipur Circle/	Disruption of Communication
23	Flood	Rainy Season	Dabli to Borpathar Road (RR).	Dabli to Bekipul Hatimura Road.	Dudhnoi Circle/	Disruption of Communication
24	Flood	Rainy Season	NH-37 to Sarapara Saljhar Road (RR).		Dudhnoi Circle/	Disruption of Communication
25	Flood	Rainy	Nayapara to		Matia Circle/	Disruption of

		Seasion	Kaliasattra Road			Communication
26	Flood	Rainy Seasion	NH-37 to Borjuk Manikpur Road.	Krishnai Chariali to Pakhriguri Road.	Matia Circle/	Disruption of Communication
27	Flood	Rainy Seasion	Katarihara to Gornagar Road (RR).	Lakhipur-Khalisavita Road.	Lakhipur Circle/	Disruption of Communication
28	Flood	Rainy Seasion	Fafal Kuchdhowa Road.	Amjonga Kuchdhowa.	Dudhnoi Circle	Disruption of Communication
29	Flood	Rainy Seasion	Agia Jogna Rajbongshipara Road (RR).	Jognapara-Derek Road.	Balijana Circle	Disruption of Communication
30	Flood	Rainy Seasion	Bashbari Rongshai (RR).	Makri-Lakhipur Road.	Balijana Circle	Disruption of Communication
31	Flood	Rainy Seasion	Nepalikhuti Bhojmala Road.	Dudhnoi Pancharatna Road.	Matia Circle	Disruption of Communication
32	Flood	Rainy Seasion	Darrangiri Nandeswar Road.	Fafal Kuchdhowa, Amjonga Kuchdhowa, Kachdol Kacharipara Road.	Rongjuli Circle	Disruption of Communication
33	Flood	Rainy Seasion	Lakhipur to Khalisabhita.	Abhirampara Khalisabhita via Tikrikilla.	Lakhipur Circle/	Disruption of Communication

4. Irrigation Department

Name of the Division: Dudhnoi Irrigation Division.

Sl. No.	Name of the Scheme	Name of the Schemes under which the Bunds/ Embankment/ Dyke/ Marginal Bunds/ Minor Irri. Bunds etc. are constructed	Year of the Construction	Present Status of the Bunds/ Embankment/ Dyke/ Marginal Bunds/ minor Irri. Bunds etc.	Location With critical reaches/ vulnerable reaches (Damage occurred at)	Protection measures/ steps taken to reduce vulnerability, if any
1	2	3	4	5	6	7
1	Deosila FIS	The original scheme was completed in 1986-87. Two improvement schemes taken up under AIBP 2008-09 (Ph I & II)	1986-87	Potential could not been created fully due to	Ch. 480m, 605m, 710m & 1160m of BC-1 and ch250m, 380m, 720m, 950m, 1200m & 1300m of BC-2 & 2280m, 1700m, 1640m &	Estimates have been submitted for Rs. 36,32,500.00 for departmental necessary action.

				damages of embankments of irrigation canals during the flood on 22 nd & 23 rd Sep/2014.	760m of Main Canal left bank turning point at Head work site.	
2	Marki FIS	AIBP 2008-09 & 2009-10	2011-12		Erosion take place at D/S Afflux bund, RBMA & LBMC at ch. 0m.	Estimates have been submitted for Rs. 75,47,100.00 for departmental necessary action.
3	Bhalukjuli FIS	TPS 2011-12	2011-12		Upstream Afflux bund ch. 0m to 300m	Estimates have been submitted for Rs. 12,00000.00 for departmental necessary action.
4	Aithan FIS	AIBP 2009-10	2010-11		Upstream Afflux Bund ch. 0m to 30m both sides. Canal embankment Ch.0m to 300m	Estimates have been submitted for Rs. 20,00000.00 for departmental necessary action.
5	Thekasung Benchumari FIS	The original scheme was completed in 1988-89. One Imp. Scheme taken up under AIBP 2009-10	1988-89		U/S afflux Bund ch. 0m to 250m	Estimates have been submitted for Rs. 30,00000.00 for departmental necessary action.
6	Kornoi FIS	AIBP 2009-10	2012-13		U/S Guide Bund, LBMC ch. 240m to 390m.	Estimates have been submitted for Rs. 55,00000.00 for departmental necessary action.
7	Dandalama FIS	The original scheme was completed in 1977-78. Two nos of Imp. Schemes taken up under AIBP 2007-08 & 2008-09	1977-78	Potential could not been created fully due to damages of embankments of irrigation canals during the flood on 22 nd & 23 rd Sep/2014.	Main Canal ch from 1600m to 3890m	Estimates have been submitted for Rs. 45,00000.00 for departmental necessary action.

Name of the Division: Goalpara Irrigation Division:

Sl. No.	Name of the Department	Name of the Schemes under which the Bunds/ Embankment/ Dyke/ Marginal Bunds/ Minor Irrigation. Bunds etc. are construction	Year of the Construction	Present Status of the Bunds/ Embankment/ Dyke/ Marginal Bunds/ minor Irrigation. Bunds etc.	Location With critical Reaches.	Protection measures/ steps taken to reduce vulnerability, if any.
1	2	3	4	5	6	7
1	Irrigation Department under Goalpara Division (Irrigation), Goalpara	Hatigaon FIS i] Afflux bunds at upstream and downstream side of Head Work. ii] Bank protection Work at Hatigaon FIS.	2008-2009	i] Damaged during a flash flood on Sept/2014. U/S= 90m,D/S =290 m ii] Damaged during flash flood on Sept. /2014.Length =380 m.	Block:- Balijana Vill :- Hatigaon (Baltola to Hatigaon Road)	Proposed under S.D.R.F/2014-2015 for amount Rs. 36,15,000.00
2		Sizukona LIS i] Down Stream embankment ch.550m to 701 m	2008-2009	I] Damaged during flash flood on Sept.2014. ch.550m to 701 m	Block:- Sizukona vill :- Hatigaon (Baltola to Sizukona Road)	Proposed under S.D.R.F/2014-2015 for amount Rs. 3,96,600.00
3		Matia LIS (Islampur point) i] Bank protection work length 105 m	2009-2010	I] Damaged during flash flood on Sept. 2014 length 105 m.	-do-	Proposed under S.D.R.F./2014-2015 for amount Rs. 5,19,300.00

5. Health& Family Welfare Department :

SI No.	Type of Disaster	Time of Occurrence	Name Of Vulnerable Health Institutions	Vulnerable Areas/Revenue Circle/Name of villages	Probable Impact
1	Erosion	July to September	1. Bahati Sub-Centre under Matia BPHC 2. Dubapara Sub-Centre under Mornoi BPHC 3. Krishnai State Dispensary under Mornoi BPHC	1. Bahati Sub-Centre/Matia Circle/Bahati Village. 2. Dubapara Sub-Centre/Matia Circle/Dubapara Village. 3. Krishnai State Dispensary/Dudhnoi Circle/Krishnai Village.	

2	Flood	July to September	<ol style="list-style-type: none"> 4. Jaleswar SHC under Lakhipur BPHC 5. Dhumergat State Dispensary under Lakhipur BPHC. 6. Meservita Sub-Centre under Lakhipur BPHC 7. Chunari State Dispensary under Lakhipur BPHC 8. Joybham Sub-Centre under Lakhipur BPHC 9. Takimari Sub-Centre under Lakhipur BPHC 10. Kaminivita Char Sub-Centre under Lakhipur BPHC 11. Khalisavita Sub-Centre under Lakhipur BPHC. 12. Dhamor Sub-Centre under Lakhipur BPHC 13. Gaurnagar Sub-Centre under Lakhipur BPHC 14. Katarihara Sub-Centre under Lakhipur BPHC 15. Mujibnagar Sub-Centre under Lakhipur BPHC 16. Khagrabari Sub-Centre under Agia BPHC. 17. Kumri Sub-Centre under Agia BPHC. 18. Tilapara Char MPHC under Agia BPHC. 19. Barbhita Sub-Centre under Agia BPHC. 	<ol style="list-style-type: none"> 1. Jaleswar SHC areas/Lakhipur Circle/Jaleswar Bilpara, Takimari, Kawara, Suparibita, Kathuri East/West. 2. Dhumergat State Dispensary areas/ Lakhipur Circle/Marisbari, Haldibari, Dubkrbhita, Kortimari, Vimkosh. 3. Meservita Sub-Centre areas/Lakhipur Circle/Sonalutol, Karaikhawa. 4. Chunari State Dispensary areas/Lakhipur Circle/Amtola, Aulatoli, Puthimari, Jamadarvita. 5. Joybham Sub-Centre areas/Lakhipur Circle/Daikhawa, Mothabari, Saraikhusri. 6. Takimari Sub-Centre areas/Lakhipur Circle/Natinthonga, Kaarpara, Simulkandhi. 7. Kaminivita Char Sub-Centre areas/Lakhipur Circle/Tarangapur, Tulsibari, Jabdervita, Keshrapara. 8. Khalisavita Sub-Centre areas/Lakhipur Circle/Dharai, Udmari, Khalisavita. 9. Dhamor Sub-Centre areas/Lakhipur Circle/Dhamor, Chandamari, Bapurvita. 10. Gaurangnagar Sub-Centre areas/Lakhipur Circle/Kantapur, Gaurangnagar, Adalmari. 11. Katarihara Sub-Centre areas/Lakhipur Circle/Katarihara, Sialkanda, Baguntoli. 12. Mujibnagar Sub-Centre areas/ Lakhipur Circle/Mujibnagar, Haguripara. 13. Khagrabari Sub-Centre areas/Balijana Circle/Kalpani, Khagrabari part-I, II, III, Simlakanda,

				<p>Majerpara.</p> <p>14. Kumri Sub-Centre areas/Balijana Circle/Kumri.</p> <p>15. Tilapara Sub-Centre areas/Balijana Circle/ Nagarpur, Tilapara part-I, II, III.</p> <p>16. Barbhita Sub-Centre areas/ Balijana Circle/Majerpara, Barbhita, Khawankhawa Char.</p> <p>17. Ramhari Char Sub-Centre areas/Balijana Circle/Nunkhawapara, Joddarpara, Helanga Char.</p> <p>18. Nabagata Simlitola Sub-Centre areas/Matia Circle/Bhatpara part-I, II, Simlitola.</p> <p>19. Bahati Sub-Centre areas/Matia Circle/Salmari, Bhatpara.</p> <p>20. Bahati Char Sub-Centre areas/Matia Circle/Bahati Char, Kalai Char, Singamari MC.</p> <p>21. Basantipur Sub-Centre areas/Matia Circle/Basantapur, Milanpur, Habangapara.</p> <p>22. Bahati MPHC areas/Matia Circle/Palpara, Salmara, Faitarpara.</p> <p>23. Baladmari Char Sub-Centre areas/Matia Circle/Baladmari Char part-I, II, III, IV, Santipur, Kalubazar.</p>	
			<p>1. Ram hari Char Sub-Centre under Agia BPHC.</p> <p>2. Nabagata Simlitola Sub-Centre under Matia BPHC.</p> <p>3. Bahati Sub-Centre under Matia BPHC.</p> <p>4. Bahati Char Sub-Centre under Matia BPHC.</p> <p>5. Basantipur Sub-Centre under Matia BPHC.</p> <p>6. Bahati MPHC under Matia BPHC.</p> <p>7. Baladmari Char Sub-Centre under Mornoi BPHC.</p>		

3	Earthquake	Jan. to December	<ol style="list-style-type: none"> 1. Matia BPHC under Goalpara 2. Barbhita MPHC under Agia BPHC, Goalpara. 3. Dhumergat State Dispensary under Lakhipur BPHC, Goalpara. 4. Dohela Majahkhili State Dispensary under Mornoi BPHC, Goalpara. 5. Dhupdhara MPHC, Goalpara. 	<ol style="list-style-type: none"> 1. Matia BPHC areas/Matia Circle/Matia Village 2. Barbhita MPHC areas/Balijana Circle/Barbhita Village. 3. Dhumergat State Dispensary areas/ Lakhipur Circle/Dhumergat Village. 4. Dohela Majahkhili State Dispensary areas/Matia Circle/Dohela Majahkhili Village. 5. Dhupdhara MPHC areas/Rangjuli Circle/Dhupdhara Village. 	
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6. Animal Husbandry & Veterinary Department

Sl no.	Type of disaster	Time of occurrence	Name of veterinary institution	No. of affected village against the vety institution	Probable nos of affected livestock population	Probable nos of affected poultry population
1	Flood	June to September	Block Veterinary Dispensary ,Matia	48	25,000	1,25,000
2	Flood	June to September	Block Veterinary Dispensary, Lakhipur	51	15,500	1,35,000
3	Flood	June to September	Block Veterinary Dispensary, Balijana	5	2000	7,000
4	Flood	June to September	State Veterinary Dispensary ,Goalpara	10	4,500	15,000
5	Flood	June to September	State Veterinary Dispensary, Ambari Bazar	22	10,500	65,000
6	Flood	June to September	State Veterinary Dispensary ,Jaleswar	9	4800	12,000
7	Flood	June to September	State Veterinary Dispensary Kahibari (part of Simulitola FAC)	5	3500	8,700

7. Madhyamik Education Department

SL NO.	Type Disaster	Time of Occurrence	Name & Nos. of vulnerable institutes	Vulnerable Areas/Revenue Circle/Name Of Villages	Probable nos. of affected students
1	Flood	July to Sept	1. M.K.N Memorial H.S 2. Goalpara H.Mad. 3. Central Girls H.S 4. Kharmuza H.S.S 5. Goalpara Girls H.S 6. New Goalpara H.S 7. Hazua Char H.S	Balijana Rev. Circle	1533
	Do	Do	1. Bahati Char H.S 2. Baladmari Char H.S 3. Dalgoma H.S.S 4. Dalgoma Girls H.S 5. Basantapur Anchalik H.S	Matia Rev. Circle	1338
	Do	Do	1. Simlitola Girls H.S 2. Simlitola H.S 3. Jawaharlal Nehru H.S	Rangjuli Rev. Circle	857
	Do	Do	1. Chunari H.S.S 2. Dhumergat H.S 3. Khalishavita H.S.S	Lakhipur Rev. Circle	1655
			1. Gossaidubi H.S 2. Meserbhita Girls H.Mad 3. Ambari Kartimari H.Mad 4. Khalshabhanga Char H.S 5. Karaibari H.S 6. Jamadarbhita H.Mad	Lakhipur Rev. Circle	889
	Storm	April to May	1. Udmari Girls Senior Mad. 2. Tapaban Jr. College 3. Indira H.S	Lakhipur Rev. Circle	122

8. Agriculture Department

Sl. No.	Type of Disaster	Time of Occurrence	Vulnerable Crops/Agri – Infrastructure	Vulnerable Areas		Probable damage size of Agriculture land (In Hact)	Remarks
				Revenue Circle	Villages		
1	Flood	July to Sept	Autumn paddy, Summer Paddy, Jute, Summer vegetables and Sali paddy	Lakhipur	185 villages	12581	Based on flood report 2015.
2	Do	Do	Do	Balijana	41 villages	3830	Do
3	DO	Do	Do	Matia	86 villages	6778	Do
4	Do	Do	Do	Dudhnoi	44 villages	1209	Do
5	Do	Do	Do	Rongjuli	79 villages	2679	Do

9. Public Health Engineering Department

Sl no.	Type of disaster	Time of occurrence	Name of vulnerable drinking water facilities/sanitation facilities	Vulnerable/revenue circle/name of village
1	Flood	June-August	Spot Sources/Public Water Supply Schemes/Individual House hold Latrine/School Sanitary Block/Anganawadi Centres	Part of Jaleswar Dev.Block,Lakhipur Dev.Block,Kharmuja Dev.Block,Matia Dev.Block
2	Drought	Feb-April	Spot Sources/Public water Supply Schemes	Part of Balijana Dev.Block
3	Erosion	June-august	Spot Sources/Individual House Hold Latrine	Part of Kharmuja Dev.Block, Jaleswar Dev.Block, Lakhipur Dev. Block.

CAPACITY ANALYSIS

4.1. INVENTORIES & EVALUATION OF RESOURCES ANALYSIS:-

Analysis and assessment of the resources and opportunities form the stepping stone in the preparatory stage. Authentic assessments can make the planner aware of their firmness and wants, so that they can equip themselves with all the required items and materials well in advance. The resources necessary for disaster preparedness during and after disasters are listed below.

4.2. FACILITIES AVAILABLE UNDER HEALTH & FAMILY WELFARE DEPARTMENT

Sl. No	Facilities	No
1	Civil Hospital	1
2	Maternity & Child Hospital	1
2	District T.B Centre	1
3	Block Primary Health Centre	5
4	Mini Primary Health Centre	16
5	State Dispensary	12
6	Subsidiary Health Centre	0
7	Sub Health Centre	155
8	Private Hospitals	7 Nos.
9	Doctors	152
10	GNM	229
11	ANM	347
12	Pharmacist	83
13	Health Educator	4
14	Lab Technician	43
15	MPW	99
16	Radiographer	6
17	Rural Health Practitioner	34
18	ASHA worker	1066
19	ASHA Facilitator	93
20	Govt. Ambulance	17 Nos.
21	108 Ambulance	12 Nos.
22	Pvt. Ambulance	10 Nos.

4.3. SEARCH & RESCUE RESOURCE INVENTORY LIST

(Fire tenders and fire-fighting equipments, IRB ,FRP ,Life Buoy ,Life Jacket)						
Sl. No.	Name of Item	Owner's Name/Custodian Department	Address	Quantity	Contact No.	Available location/ Circle
1	4.40m Inflatable Rubber Boat	Fire & Emergency Service & SDRF	Bhalukdubi	6 no's	03663-240101	Balijana Circle
2	Life Jacket	Fire & Emergency Service & SDRF	Bhalukdubi	20 no's	03663-240101	Balijana Circle
3	Life Buoy	Fire & Emergency Service & SDRF	Bhalukdubi	18 no's	03663-240101	Balijana Circle
4	5.2m Saviour F.R.P. Boat	Fire & Emergency Service & SDRF	Bhalukdubi	Nil	03663-240101	Balijana Circle
5	Iron Shod Leaver 10 Ft. Long	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
6	Heavy block for fulcrums	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
7	Half round files	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
8	Sledge Hammer	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
9	Heavy Axe	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
10	Two handed cross out Saw	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
11	Hand Saw	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
12	100 ft. lengths 3 inch fibre rope	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
13	100 ft. lengths 5/6 inch wire rope	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
14	40 ft. length 1.5 inch fibre lashing lines	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos. (40 ft. each)	03663-240101	Balijana Circle
15	Chain Tackle	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
16	Single Sheave Snatch block	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
17	20 ft. Bamboo ladder	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
18	Petromax lamp	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
19	Torches (Electricity)	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
20	Hurricane lanterns	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
21	Tarpaulin (12ft.x12ft.)	Fire & Emergency Service & SDRF	Bhalukdubi	4 nos.	03663-240101	Balijana Circle
22	Box of Misc. tools	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle

23	Set of Rope tackle, 3 Sheave, 2 Sheve	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos. (2&3 Sheave)	03663-240101	Balijana Circle
24	Jack with 5 ton lift	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
25	20 ft. length at Fibre rope 1.5 inch D/H	Fire & Emergency Service & SDRF	Bhalukdubi	6 nos.	03663-240101	Balijana Circle
26	Rubber gloves tested up to 11,000 Volt.	Fire & Emergency Service & SDRF	Bhalukdubi	1 Pair	03663-240101	Balijana Circle
27	200 ft. length Fibre rope 3 inch or 4 inch	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
28	Stractcher Harness (set)	Fire & Emergency Service & SDRF	Bhalukdubi	1 set	03663-240101	Balijana Circle
29	Scaffold poles for shrugs	Fire & Emergency Service & SDRF	Bhalukdubi	3 nos.	03663-240101	Balijana Circle
30	Debris Baskets	Fire & Emergency Service & SDRF	Bhalukdubi	6 nos.	03663-240101	Balijana Circle
31	Short ladder (8 to 10 ft.) (wooden)	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
32	Bucket kits	Fire & Emergency Service & SDRF	Bhalukdubi	3 nos.	03663-240101	Balijana Circle
33	Terpotenes or stout canvas sheet 12ft.x12 ft. (For Protect trapped person formfitting until released)	Fire & Emergency Service & SDRF	Bhalukdubi	1 no	03663-240101	Balijana Circle
34	Leather gloves	Fire & Emergency Service & SDRF	Bhalukdubi	2 pairs	03663-240101	Balijana Circle
35	First Pouches	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
36	Water bottle with sling	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
37	3 ton lifting tackle	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
38	6 ft. Chain (3 tom lift)	Fire & Emergency Service & SDRF	Bhalukdubi	2 nos.	03663-240101	Balijana Circle
39	Portable acetylene cutting outfit with Asbestos Blankets	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
40	Bandages Triangular	Fire & Emergency Service & SDRF	Bhalukdubi	9 pices	03663-240101	Balijana Circle
41	Canses for lightening improvised touniquets	Fire & Emergency Service & SDRF	Bhalukdubi	3 nos.	03663-240101	Balijana Circle
42	Dressing Sheet	Fire & Emergency Service & SDRF	Bhalukdubi	5 nos.	03663-240101	Balijana Circle
43	Dressing First field	Fire & Emergency Service & SDRF	Bhalukdubi	6 nos.	03663-240101	Balijana Circle
44	Labies, Causality Identify Packets of 18	Fire & Emergency Service & SDRF	Bhalukdubi	1 Pkt.	03663-240101	Balijana Circle
45	Safety Pins (Large) cards of 16	Fire & Emergency Service & SDRF	Bhalukdubi	4 Pkt.	03663-240101	Balijana Circle

46	Scissors	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
47	Tourniquet	Fire & Emergency Service & SDRF	Bhalukdubi	3 nos.	03663-240101	Balijana Circle
48	Splints, Leg	Fire & Emergency Service & SDRF	Bhalukdubi	2 Sets.	03663-240101	Balijana Circle
49	Straps for ug Splints	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
50	Tent (M.S. Pipe) (Family ridge)	Fire & Emergency Service & SDRF	Bhalukdubi	1 no.	03663-240101	Balijana Circle
51	A.A.F.F.	Fire & Emergency Service & SDRF	Bhalukdubi	20 Nos.	03663-240101	Balijana Circle
52	Basket Strainer	Fire & Emergency Service & SDRF	Bhalukdubi	10 Nos.	03663-240101	Balijana Circle
53	Breathing Apparatus	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
54	Battery Charger	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
55	Ceiling Hook	Fire & Emergency Service & SDRF	Bhalukdubi	19 Nos.	03663-240101	Balijana Circle
56	B.C.F. Ext.	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
57	Mechanical Foam Ext.	Fire & Emergency Service & SDRF	Bhalukdubi	4 Nos.	03663-240101	Balijana Circle
58	Collecting Brunching	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
59	Collecting Head	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
60	Crow Bar	Fire & Emergency Service & SDRF	Bhalukdubi	9 Nos.	03663-240101	Balijana Circle
61	Co2 Ext.	Fire & Emergency Service & SDRF	Bhalukdubi	18 Nos.	03663-240101	Balijana Circle
62	Delivery Hose	Fire & Emergency Service & SDRF	Bhalukdubi	24 Nos.	03663-240101	Balijana Circle
63	D.C.P Ext.	Fire & Emergency Service & SDRF	Bhalukdubi	53 Nos.	03663-240101	Balijana Circle
64	Dividing Brunching	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
65	Delivery Hose Tower	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
66	Diffuser Branch Pipe	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
67	Drag Hook	Fire & Emergency Service & SDRF	Bhalukdubi	6 Nos.	03663-240101	Balijana Circle
68	Delivery Hose Washer	Fire & Emergency Service & SDRF	Bhalukdubi	100 nos.	03663-240101	Balijana Circle
69	Fireman Axe	Fire & Emergency Service & SDRF	Bhalukdubi	31 Nos.	03663-240101	Balijana Circle

70	Fire Beater	Fire & Emergency Service & SDRF	Bhalukdubi	6 Nos.	03663-240101	Balijana Circle
71	Foam making Branch Pipe	Fire & Emergency Service & SDRF	Bhalukdubi	11 Nos.	03663-240101	Balijana Circle
72	Flate Spray Nozzle	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
73	Fire entry Suit	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
74	Honda Powder Generator	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
75	H/Cutter (Boll cutter)	Fire & Emergency Service & SDRF	Bhalukdubi	4 No.	03663-240101	Balijana Circle
76	Heat Resistance eye wear	Fire & Emergency Service & SDRF	Bhalukdubi	10 Nos.	03663-240101	Balijana Circle
77	Helmate	Fire & Emergency Service & SDRF	Bhalukdubi	10 Nos.	03663-240101	Balijana Circle
78	High tension Axe	Fire & Emergency Service & SDRF	Bhalukdubi	6 Nos.	03663-240101	Balijana Circle
79	Long Branch Pipe	Fire & Emergency Service & SDRF	Bhalukdubi	9 Nos.	03663-240101	Balijana Circle
80	Short Branch Pipe	Fire & Emergency Service & SDRF	Bhalukdubi	8 Nos.	03663-240101	Balijana Circle
81	Heavy Hammer	Fire & Emergency Service & SDRF	Bhalukdubi	3 Nos.	03663-240101	Balijana Circle
82	Hand Control Branch Pipe	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
83	Katta Hook	Fire & Emergency Service & SDRF	Bhalukdubi	6 Nos.	03663-240101	Balijana Circle
84	Tripple Purpose	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
85	Shovel	Fire & Emergency Service & SDRF	Bhalukdubi	20 Nos.	03663-240101	Balijana Circle
86	Spad	Fire & Emergency Service & SDRF	Bhalukdubi	15 Nos. (3 Nos. use)	03663-240101	Balijana Circle
87	Ring Bell	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
88	Reserve line	Fire & Emergency Service & SDRF	Bhalukdubi	8 Line	03663-240101	Balijana Circle
89	Rubber Hand Gloves	Fire & Emergency Service & SDRF	Bhalukdubi	12 Nos.	03663-240101	Balijana Circle
90	pick axe	Fire & Emergency Service & SDRF	Bhalukdubi	14 Nos.	03663-240101	Balijana Circle
91	Syntex	Fire & Emergency Service & SDRF	Bhalukdubi	3 Nos.	03663-240101	Balijana Circle
92	Stratcher	Fire & Emergency Service & SDRF	Bhalukdubi	14 Nos. (6 Nos. use)	03663-240101	Balijana Circle
93	Metal Strainer (Big)	Fire & Emergency Service & SDRF	Bhalukdubi	13 Nos.	03663-240101	Balijana Circle
94	Metal Strainer (Small)	Fire & Emergency Service & SDRF	Bhalukdubi	6 Nos.	03663-240101	Balijana Circle
95	Life Buey	Fire & Emergency	Bhalukdubi	10 Nos.	03663-	Balijana

		Service & SDRF			240101	Circle
96	Life Jacket	Fire & Emergency Service & SDRF	Bhalukdubi	10 Nos.	03663-240101	Balijana Circle
97	Suction Hose (100 mm)	Fire & Emergency Service & SDRF	Bhalukdubi	25 Nos.	03663-240101	Balijana Circle
98	Suction Hose (75 mm)	Fire & Emergency Service & SDRF	Bhalukdubi	8 Nos.	03663-240101	Balijana Circle
99	Bucket	Fire & Emergency Service & SDRF	Bhalukdubi	24 Nos.	03663-240101	Balijana Circle
100	Fire Bucket	Fire & Emergency Service & SDRF	Bhalukdubi	12 Nos.	03663-240101	Balijana Circle
101	Suction Wrench	Fire & Emergency Service & SDRF	Bhalukdubi	12 Pair	03663-240101	Balijana Circle
102	Inflatable tower	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
103	Automatic Charge over Switch	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
104	Foam Compound	Fire & Emergency Service & SDRF	Bhalukdubi	50 Nos.	03663-240101	Balijana Circle
105	Fibre Rope	Fire & Emergency Service & SDRF	Bhalukdubi	10 Nos.	03663-240101	Balijana Circle
106	Smoke Exhauster	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
107	Water cum Foam monitor	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
108	Proximity Suit	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
109	Hydraulic Cutter	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
110	Under Water BA Set	Fire & Emergency Service & SDRF	Bhalukdubi	3 Nos.	03663-240101	Balijana Circle
111	Under Water BA Set Cylinder	Fire & Emergency Service & SDRF	Bhalukdubi	5 Nos.	03663-240101	Balijana Circle
112	Under water diving suit	Fire & Emergency Service & SDRF	Bhalukdubi	5 Nos.	03663-240101	Balijana Circle
113	3 Tone Lifting tackle	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
114	Search and rescue suit	Fire & Emergency Service & SDRF	Bhalukdubi	11 Pairs	03663-240101	Balijana Circle
115	Circular saw with extra blade	Fire & Emergency Service & SDRF	Bhalukdubi	2 Nos.	03663-240101	Balijana Circle
116	concrete cutter	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
117	concrete cutting chain small machine	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
118	Electrical chain saw	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle
119	BA Set	Fire & Emergency Service & SDRF	Bhalukdubi	5 nos.	03663-240101	Balijana Circle
120	High pressure compressor machine	Fire & Emergency Service & SDRF	Bhalukdubi	1 No.	03663-240101	Balijana Circle

121	Breathing apparatus with spare cylinder	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
122	Fire entice suit complete	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
123	First Aid Box	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
124	Foam Making branch pipe (F.B.2) with Picky Tube	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
125	Delivery hose	Fire & Emergency Service & SDRF	Dudhnoi	8 nos.	03663-281776	Dudhnoi Circle
126	Fire Bucket	Fire & Emergency Service & SDRF	Dudhnoi	18 nos.	03663-281776	Dudhnoi Circle
127	Ceiling Hook	Fire & Emergency Service & SDRF	Dudhnoi	3 nos.	03663-281776	Dudhnoi Circle
128	Dray Hook	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
129	Pick Axe	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
130	Shovel	Fire & Emergency Service & SDRF	Dudhnoi	7 nos.	03663-281776	Dudhnoi Circle
131	Spade	Fire & Emergency Service & SDRF	Dudhnoi	6 nos.	03663-281776	Dudhnoi Circle
132	D.C.P Extinguisher with discharge tube	Fire & Emergency Service & SDRF	Dudhnoi	7 nos.	03663-281776	Dudhnoi Circle
133	CO2 Extinguisher 4.5 KG	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
134	A.B.C Extinguisher	Fire & Emergency Service & SDRF	Dudhnoi	3 nos.	03663-281776	Dudhnoi Circle
135	A.F.F Extinguisher	Fire & Emergency Service & SDRF	Dudhnoi	5 nos.	03663-281776	Dudhnoi Circle
136	Battery Charger	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
137	Collecting breaching	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
138	Fland Control B.P	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
139	Half Mask with Gas fitter	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
140	Kalating Hook	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
141	Life Boy	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
142	Life Jacket	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
143	Long Branch Pipe	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
144	Short Branch Pipe	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
145	Foam Dram	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
146	Metal Steiner 75 mm	Fire & Emergency	Dudhnoi	2 nos.	03663-	Dudhnoi

		Service & SDRF			281776	Circle
147	Metal Steiner 100 mm	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
148	Rescue Line	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
149	Helmet	Fire & Emergency Service & SDRF	Dudhnoi	6 nos.	03663-281776	Dudhnoi Circle
150	Suction cey	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
151	Suction hose 100 mm	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
152	Boil Cutter	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
153	Crowber	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
154	Electric Fire Alarm	Fire & Emergency Service & SDRF	Dudhnoi	1 no.	03663-281776	Dudhnoi Circle
155	Folding stretcher with aluminium P.V.C belt	Fire & Emergency Service & SDRF	Dudhnoi	2 nos.	03663-281776	Dudhnoi Circle
156	Suction hose washer	Fire & Emergency Service & SDRF	Dudhnoi	10 nos.	03663-281776	Dudhnoi Circle
157	Suction hose 75 mm	Fire & Emergency Service & SDRF	Dudhnoi	4 nos.	03663-281776	Dudhnoi Circle
158	A.FFF Extinguisher (9 lits Capacity)	Fire & Emergency Service & SDRF	Lakhipur	5 Nos.	03663-283310	Lakhipur
159	A.FFF Liquid 3% Concentrated Solution	Fire & Emergency Service & SDRF	Lakhipur	40 Lits.	03663-283310	Lakhipur
160	ABC Extinguisher	Fire & Emergency Service & SDRF	Lakhipur	3 Nos.	03663-283310	Lakhipur
161	Basket Strainer	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
162	Battery Charger	Fire & Emergency Service & SDRF	Lakhipur	1 No. Set	03663-283310	Lakhipur
163	Co2 Extinguisher	Fire & Emergency Service & SDRF	Lakhipur	3 Nos.	03663-283310	Lakhipur
164	Ceiling Hook (Indian Standard)	Fire & Emergency Service & SDRF	Lakhipur	4 Nos.	03663-283310	Lakhipur
165	Crowber	Fire & Emergency Service & SDRF	Lakhipur	4 Nos.	03663-283310	Lakhipur
166	Delivery Hose	Fire & Emergency Service & SDRF	Lakhipur	14 Nos.	03663-283310	Lakhipur
167	Dry Chemical Powder (5 Kgs)	Fire & Emergency Service & SDRF	Lakhipur	7 Nos.	03663-283310	Lakhipur
168	Dividing Breaching	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
169	Delivery Hose Washer	Fire & Emergency Service & SDRF	Lakhipur	10 Nos.	03663-283310	Lakhipur
170	Fire Bucket	Fire & Emergency Service & SDRF	Lakhipur	20 Nos.	03663-283310	Lakhipur
171	Fireman Axe	Fire & Emergency Service & SDRF	Lakhipur	10 Nos.	03663-283310	Lakhipur
172	Foam Making Branch Pipe	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
173	Heat Resistance Eye	Fire & Emergency	Lakhipur	6 Nos.	03663-	Lakhipur

	Wear	Service & SDRF			283310	
174	Helmet (Fiber)	Fire & Emergency Service & SDRF	Lakhipur	10 Nos.	03663-283310	Lakhipur
175	Heavy Hammer	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
176	Hand Control branch pipe	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
177	Half Mark with Gas Filter	Fire & Emergency Service & SDRF	Lakhipur	4 Nos.	03663-283310	Lakhipur
178	Life Buoy	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
179	Life Jacket	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
180	Long branch pipe	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
181	Metal Stainer	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
182	Rechargeable light	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
183	Rubber Hamo Gloves	Fire & Emergency Service & SDRF	Lakhipur	2 Pairs	03663-283310	Lakhipur
184	Rescue Lowering Live	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
185	Suction Key / Wrench	Fire & Emergency Service & SDRF	Lakhipur	2 Pairs	03663-283310	Lakhipur
186	Short Branch Pipe	Fire & Emergency Service & SDRF	Lakhipur	3 Nos.	03663-283310	Lakhipur
187	Spade with handle	Fire & Emergency Service & SDRF	Lakhipur	9 Nos.	03663-283310	Lakhipur
188	Shovel	Fire & Emergency Service & SDRF	Lakhipur	8 Nos.	03663-283310	Lakhipur
189	Suction hose	Fire & Emergency Service & SDRF	Lakhipur	8 Nos.	03663-283310	Lakhipur
190	Smoke Exhauster	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
191	Suction Hose Washer	Fire & Emergency Service & SDRF	Lakhipur	20 Nos.	03663-283310	Lakhipur
192	Bolt Cutter	Fire & Emergency Service & SDRF	Lakhipur	1 No	03663-283310	Lakhipur
193	Extension Line	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur
194	Katta hook	Fire & Emergency Service & SDRF	Lakhipur	2 Nos.	03663-283310	Lakhipur
195	Drag hook	Fire & Emergency Service & SDRF	Lakhipur	4 Nos.	03663-283310	Lakhipur
196	Combi-tools	Fire & Emergency Service & SDRF	Lakhipur	1 No.	03663-283310	Lakhipur

4.4. LIST OF EQUIPMENTS OF CIVIL DEFENCE, GOALPARA

Sl. No.	Name of Equipments	Qty.
1	Pliers 8 "	2
2	Bolt Cutter	2

3	Chisel 1/2	2
4	Screw Driver set	2
5	Claw Hammer (4 KG)	2
6	Carpenter Hammer (3")	2
7	Crescent Wrench 8"	2
8	Chain Saw (Petrol Driven)	1
9	Back Board with strip	3
10	Medical First response kit	2
11	Fluorescent Jacket	65
12	Helmet with Head light	32
13	Boot Hard Toe	22
14	Safety Google	22
15	Face Shield	50
16	Ear Plug	50
17	Generator 2.5 KVA	1
18	Stretcher	16
19	Extension Cord	2
20	Full Body Harness	2
21	White Board with marker pen	2
22	Hand Saw	2
23	Hydraulic Jack	1
24	Rope Manila 1 1/2"	4
25	Rope Manila 3"	2
26	Megaphone	1
27	Life Jacket	8
28	Sledge Hammer	2
29	File Flat	2
30	Hacksaw	1
31	Heavy Duty work Glove	23
32	All. Extension Ladder	2
33	Vise Grip	2
34	Chisel 1"	2
35	Knee Pad	23
36	Life Buoy	5
37	Rain Coat	10
38	Red Blanket	5
39	Co2 Extinguisher	1
40	D CP Extinguisher	1
41	Circular Saw	1
42	Combination Cutter	1
43	Come Along	1

The above equipment is serviceable

4.5. RESOURCE INVENTORY AVAILABLE WITH OTHER LINE DEPARTMENTS

(Equipment: - Trucks, Dumpers, Dredgers, Bulldozers, Road-Rollers, Excavators, JCBs, Cranes, Bolt Cutter, Door Breakers, Sledge Hammer, Boats, Ambulance etc.)

1. P.W.D, (RR), Goalpara

Sl. No	Name of Item	Owner's Name	Address	Quantity	Contact No.	Available Location/Circle
1	JCB	Sri Niwas Singh	Agia, Goalpara	1 (one) No.	9435324594	Agia, Balijana Circle
	Dumpers			2 (two) Nos.		
	Trucks			2 (two) Nos.		
	Road Roller			2 (two) Nos.		
2	Trucks	Gias Uddin Ahmed	Ambari, Goalpara	2 (two) Nos.	9435001409	Ambari, Balijana Circle, Lakhipur, Jaleswar
	Tractor			2 (two) Nos.		
	Road Roller			1 (one) No.		
	JCB (Hire)			1 (one) No		
3	JCB	S.K. Agarwala	Dudhnoi, Goalpara	2 (two) Nos.	9864022197	Godharbori (Bolbola), Balijana Circle Lakhipur, Lakhipur Circle
	Dumper			3 (three) Nos.		
	Road Roller			2 (two) Nos.		
4	JCB	Harunur Rashid	Nayapara, Goalpara	1 (one) No.	9435023544	Goalpara Town, Balijana Circle
	Dumper			3 (three) Nos.		
	Road Roller			3 (three) Nos.		
5	JCB	Motilal Sharma (Munna)	Dudhnoi, Goalpara	2 (two) Nos.	9435027551	Dudhnoi, Dudhnoi Circle
	Dumper			4 (four) Nos.		
	Road Roller			2 (two) Nos.		
6	JCB	Ramesh Jajodia	Dudhnoi, Goalpara	1 (one) No.	9435023525	Dudhnoi, Dudhnoi Circle
	Dumper			3 (three) Nos.		
	Road Roller			2 (two) Nos.		

2. PHED, Goalpara

Sl. No	Name of Item	Owner's Name	Address	Quantity	Contact No.	Available Location/Circle
1	Truck	EE, PHED, Goalpara Division	EE, PHED, Goalpara Division	1 (one) No.	9435044140	PHED, Goalpara Division

3. GOALPARA MUNICIPAL BOARD, GOALPARA

Sl. No	Name of Item	Owner's Name	Address	Quantity	Contact No.	Available Location/Circle
1	Excavator, L&T	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1 (one) Nos.	7002329264	Goalpara, Balijana
2	Mini Truck Dumper	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1 (one) Nos.		Goalpara, Balijana
3	Cess poll	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1 (one) Nos.		Goalpara, Balijana
4	Tractor	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	5 (five) Nos.		Goalpara, Balijana
5	Sky lifter	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1 (one) No.		Goalpara, Balijana
6	Hydraulic Tipper	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	2 (two) No.		Goalpara, Balijana
7	Mini Excavator	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1 (one) No.		Goalpara, Balijana
8	Swarga Rath	Executive Officer, Goalpara Municipal Board	Goalpara Municipal Board	1(one) No.		Goalpara, Balijana

4.6. . MACHINE BOATS, COUNTRY BOATS, RAISED PLATFORMS, HIGH LANDS ETC:

No: EG/OC/2022-2023/79Date: 17-04-2023

From,

Section In-Charge,
Baghbor – Goalpara Ferry Service

To,

The Deputy Commissioner,
Cum Chairperson DDMA, Goalpara

Sub: Regarding submission of data/reports in connection to District Flood preparedness Assessment Scored 2023 in respect of Goalpara District.

Ref: No. DDMA/FP Scorecard/2023/27-32 dtd- 10/04/2023

Sir,

With reference to the subject cited above, I have the honour to submit herewith the action taken report against Sl. No. 16 which is as follows.

There is no any departmental vessel under ferry services in Goalpara District. Private boats filled with Marine Engine Operates in the ferry services they are namely.

Baghbor – Goalpara Ferry Service

Sl. No.	Name of the Boat	Registration No.	Owner Name with Mobile No.	Remarks
1	SB BILKIS EXPRESS	AIWTRA/GC/174	ABDUL BATEN – Pamerchar, Dist- Goalpara, M- 9854490781	
2	SB MOFIDA EXPRESS	AIWTRA/GC/237	ROFIKUL ISLAM – Baghbor, Dist- Barpeta, M- 8638352900	
3	SB AMINUL EXPRESS	AIWTRA/GC/181	MUJIAFFAR ALI – Baghbor, Dist- Barpeta, M- 9365167325	

Buduchar – Basantapur Ferry Service

Sl. No.	Name of the Boat	Registration No.	Owner Name with Mobile No.	Remarks
1	ALENUR EXPRESS	AIWPRA/JC/24	ANISUR RAHMAN, Dalgoma, Dist- Goalpara, M- 7002361244	
2	SINGHA TRAVEL	AIWPRA/JC/22	JYOTISHMOY SINGHA, Matia, Dist- Goalpara, M- 7002728214	
3	MOHITR EXPRESS	AIWPRA/JC/20	MOHIRUDDIN AHMED, Basantapur, Dist- Goalpara, M- 8638712545	
4	S.B. BRAHAMPUTRA	AIWPRA/JC/23	MOTIOR RAHMAN, Chaysimora, Kadamtola, Dist- Goalpara, M- 9509026020	

Sunari – Paglababathan – Dudhnath Ferry Service

Sl. No.	Name of the Boat	Registration No.	Owner Name with Mobile No.	Remarks
1	S.B. DUIBHAI	AS 1664	RAHAMN ALI, Chunari, Dist- Goalpara, M- 8471875404	
2	S.B. MOMTAJ	AS 1743	ABDUL WAHAB, Chunari, Dist- Goalpara, M- 7429879064	

Moreover, the availability of life saving equipment is as follows;

1. Life Buoy - 30 Nos.
2. Life Jacket - 30 Nos.

It is to mention here that during the entire monsoon period or in flood season the life saving equipment can be provided as and when required to the district authority. Since there is no departmental vessels the private boats can be provided on hired basis during emergencies.

This is for favour of your information and necessary action.

Yours faithfully

[Signature]
Section In-Charge
Baghbar-Goalpara Ferry Service
I.W.T. Deptt. Goalpara.

Dated, April, 17th, 2022

No GLCG/04/2021/FLOOD/CI/ 510

From: Circle Officer,
Lakhipur Revenue Circle,
Lakhipur

To: The Addl. Deputy Commissioner
Cum CEO DDMA, Goalpara


Sub: Forwarding information regarding identification of boats to carry out relief & rescue operation

Ref: Your letter No. DDMA/Prog/41/2021/87-89 dated 05/05/2022

Sir,
With reference to the subject cited above, I have the honour to forward herewith the information regarding identification of boats to carry out relief & rescue operation under Lakhipur Revenue Circle, Lakhipur as per prescribed format for favour of your kind information & necessary action, as called vide under reference.


Sl. No.	Name & Address of the Owner	Engine No. / Registration No.	Contact No.	Condition of the boat	Remarks
1	Saidul Islam, S/o Ajahar Ali, Vill- Singulipara Killahara Pt-II	TATA-14-160541	8099319409	Good	
2	Jamal Uddin Ahmed, S/o Sonjab Ali, Vill- Bamuner Alga Pt-IV	Engine No. 5165052	9101647787	Good	
3	Alatbox, S/o Nozmul Hoque, Vill- Joybhum	Engine No. 2DK251125228 30HP	9101594389	Good	
4	Babur Ali, S/o Bokkar Ali, Vill- Satsima	Engine No. 015022016	6901984492	Good	
5	Atowar Rahman, S/o Ashok Ali, Vill- Jaleswar Beel	Engine No. 10351501379	9678225373	Good	
6	Monowar Hussain Molah, S/o Moslem Molah, Vill- Takiman	DEA-426	6003141911	Good	
7	Jumor Ali Akand, S/o Ismail Akand, Vill- Aolatoli (Baniapara)	Engine No. 54994	8636230125	Good	
8	Khadem Ali, S/o Sonaulah Mondal, Vill- Koraibari	Engine No. 041408109	7099740810	Good	
9	Rofiqui Islam, S/o Shorhab Ali, Vill- Joybhum	Engine No. 010042017	7002947451	Good	
10	Sohar Mondal, S/o Lt. Alim Uddin, Vill- Thalipara	Engine No. 2K252118172702, 20HP	9365608061	Good	
11	Abdul Karim, S/o Nozmul Hoque, Vill- Joybhum	Engine No. B2K25118173722, 20HP	9957936842	Good	

Yours faithfully,


Circle Officer,
Lakhipur Revenue Circle,
Lakhipur
Dated, April, 17th, 2022

Memo No GLCG/04/2021/FLOOD/CI/ 510 (A)
Copy to:

The CA to DC, Goalpara for kind appraisal of the Deputy Commissioner.


Circle Officer,
Lakhipur Revenue Circle,
Lakhipur

LIST OF BOAT OWNERS UNDER BALIJANA REVENUE CIRCLE 2023

SL. NO.	NAME OF THE BOAT OWNER	NAME OF VILLAGE	TYPE OF BOAT	CONTACT NO.	REMARKS
1	BAREK ALI	RAMHARIR CHAR PT.I	ENGINE BOAT	6812035341	
2	AMIR HUSSAIN	CHUNARISOTA PT.	ENGINE BOAT	6011009470	
3	ABDUL BAREK	DAKHIN KATLAMARI	ENGINE BOAT	9659460401	
4	WAHED ALI	PANCHARATNA	ENGINE BOAT	9401868148	
5	MOYNAL HOQUE	PANCHARATNA NC	ENGINE BOAT	8751993962	
6	AMIR HAMZA	HOLONGACHAR NC	ENGINE BOAT	9678981540	
7	ABDUR REZZAK	KISTOMONI PT.I	ENGINE BOAT	7896974840	
8	NURUL ISLAM	RIVER LOCK PT.III	ENGINE BOAT	9659460281	
9	JIYARUL HOQUE	KISTOMONI PT.II	ENGINE BOAT	9859311944	
10	JAHAIR ALI	BHASANIPARA PT.I	ENGINE BOAT	8011434767	
11	BILLAL HUSSAIN	BHASANIPARA PT.II	ENGINE BOAT	8011893311	
12	SAJAMAL	RAMHARIR CHAR PT.III	ENGINE BOAT	8402829383	
13	BELLAL ALI	CHUNARISOTA PT.	ENGINE BOAT	8011419342	
14	ABDUL BATEN	CHUNARISOTA PT.	ENGINE BOAT	9401975967	
15	MOHORUDDIN	HUZUARCHAR PT.I	ENGINE BOAT	9357806354	
16	MOFIZ ALI	HUZUARCHAR PT.II	ENGINE BOAT	9357936342	
17	HEMOT ALI	HUZUARCHAR PT.III	ENGINE BOAT	7896142153	
18	ABDUL BATEN	BOLLAPURI	ENGINE BOAT	9357544051	

LIST OF BOAT OWNERS UNDER DUDHNOI REVENUE CIRCLE 2023

Sl No.	Name of Boat Owner	Revenue Vilage	Contact No.
1.	Dulal Sheikh	Deulguri Pt. I	8812096650
2.	Najmul Ali	Deulguri Pt. II	9613326660

S/O
Circle Officer
Dudhnoi Rev. Circle
Dudhnoi.

LIST OF BOAT OWNERS UNDER RANGJULI REVENUE CIRCLE 2023

SL NO.	NAME & ADDRESS OF BOAT OWNER	NAME OF VILLAGE	GRAM PANCHAYAT	CONTACT NO.
1	AINUDDIN S/O MAINUDDIN HOQUE VILL: KAMARPOTA (HEPSAPARA) PO: SIMLITOLA PS: RANGJULI DIST: GOALPARA	KAMARPOTA	SIMUTOLA GP	6001621481

A. Palani
CIRCLE OFFICER
RANGJULI REVENUE CIRCLE
Circle Officer
Rangjuli Rev. Circle

4.7. HEALTH DEPARTMENT, GOALPARA.

As per present position of Man Power in our department, it not sufficient to face the large scale of Disaster for which Non Governmental Organization Related to Health Sectors, Doctor of Private Nursing Home, Private Doctors and Health workers and retired Health Workers are kept in contact from our side so that to be utilize themselves in their respective areas with concern to their Health Institution. Establishment of Jt. Director of Health Services already conveys the message to the above said personals by concern Medical & Health Officer at the periphery under each block.

Departmental Manpower in Goalpara District as on 31-01-2023

Designation	Regular	NHM	Total
Doctor	138	39	177
GNM	68	183	251
ANM	27	179	206
PMA	Nil	Nil	Nil
Pharmacist	55	32	87
Lab Tech.	14	24	38
SI	6	Nil	6
HA	7	Nil	7
RHI	10	Nil	10
Vaccinator	7	Nil	7
MPW (M)	98	Nil	98
SW	16	08	24
SI (M)	10	Nil	10

01. Main Departmental Officers (Name, Designation, ContactNo.)

Sl. No.	Name	Designation	Employee Type	Employee Category	Contact No.	Present Place of Posting	BPHC Name
1	Dr. Paresh Kalita	Jt. DHS	Regular	Administration	9435025238	District HQ	Goalpara Urban
2	Dr. Anjana Das	Dy. Superintendent	Regular	Administration	9435024040	200 Bedded CH, Goalpara	Goalpara Urban
3	Dr. Sanjay Choudhury	SDM&HO (SH)	Regular	Administration	9435040163	District HQ	Goalpara Urban

4	Dr.B.K.Bord oiai	SDM&HO (Public Health))	Regular	Administration	9101791231	200Bedded CH, Goalpar a	
5	Dr. Balan Ch. Baishya	SDM&HO (HQ) (DSO)	Regular	Administration	9435024219	O/o the Jt.DHS	Goalpara Urban
6	Dr.Sajida Begum	SDM & HO	Regular	Administration	7636878206	Mornoi BPHC	Mornoi BPHC
7	Dr.Monora ma Gupta	Dy.Suptd., i/c,	Regular	Administration	8133935916	Matia BPHC	Matia BPHC
8	Dr.Prabin Kr. Rabha	SDM & HO	Regular	Administration	9435324485	Rangjuli BPHC	Rangjuli BPHC
9	Khurshid Alom	DPM	NHM	Administration	9954411273	District HQ	District HQ

02. Emergency Medical Team of Goalpara Head Quarter (Attached) for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr.B.K. Bordaloi (Head of the Team)	SDM & HO,	9435577647
2	Abdul Awal	SI	9101699893
3	Manoranjan Adhikari	NMA	7002622674
4	Gokul Nath	NMA	6001174084
5	Jonali Kalita	G.N.M.	9365940582
6	Anjuwara Begum	A.N.M.	9401258514
7	Sheikh Ashraful Islam	Pharmacist	9864942191
8	Sankhadip Chakraborty	Pharmacist	9401258007
9	Pranay Das	RHI	6001293128
10	Prasanna Das	Gr.-IV	
11	RamlalChoudhury	Gr.-IV	9706911138
12	SobiburRohman	Driver	9365880113
13	Sirajul Hussain	Driver	7002383272

03. Emergency Medical Team of 200 bedded Civil Hospital, Goalpara For Disaster Management.

(Team – A)

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Uday Sankar Medhi	i/c. Superintendent	943510671
2	Dr. Anjana Das	i/c. Dy. Supdt.	9435024040
3	Dr. Sanjay Choudhury	SDM&HO	9435040163
4	Dr. B. K. Bordoloi	SDM&HO	9101791231
5	Dr. M. K. Rahang	Sr. M & HO	9435023847
6	Dr. R. Islam	Sr. M & HO	9954962913
7	Iti Sangma	Matron	9101783073
9	Surachi Marak	Asstt. Matron	9101783073
10	Hazarat Ali Ahmed	Head Pharmacist	9954724154
11	Indrani Devi	Staff Nurse	9954044844
12	Jane Alom	Pharmacist	9435313605
13	Nasiruddin Ahmed	Pharmacist	7002431421
14	Chand Mohammad Ali	Lab. Tech.	9435313121
15	MajiburRahman	Lab. Tech.	9706354370
16	Jassimuddin	Grade-IV	9706278785
17	Arjun Prasad Rabha	Grade-IV	9859781852

N. B. :- If the Civil Hospital is affected itself by the event of any disaster, the immediate shifting will be at DRDA, Goalpara and the Railway Campus, Goalpara, 300 Meter away from the Civil Hospital, Goalpara

04. Emergency Medical Team of 200 bedded Civil Hospital, Goalpara For Disaster Affected Patients.**(Team – B)**

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Sofiqui Islam	Sr.M&HO	9707593403
2	Dr. B. J. Baishya	Sr.M&HO	9435285519
3	Dr. A. K. Ghosh	Sr.M&HO	9954150609
4	Dr. Rahenur Islam	M&HO-I	8471875212
5	Dr. S. A. Zaman	M&HO-I	9678908273
6	Dr. A. A. Jwadder	M&HO-I	8375854457
7	Mukuta Devi	Staff Nurse	7002140295
8	Ratna Kalita	ANM	9706605210
9	Joy Narayan Das	Pharmacist	9706231942
10	Mahidul Islam	Pharmacist	7896936778
11	Tapash Bhowmik	Lab. Tech.	7002390816
12	Ratan Kr. Mahanta	Lab. Tech.	9435128222
14	Rathin Sarmah	Dresser	9706293490
15	Ashok Das	Grade-IV	8471983459
16	Banish Ali	Grade-IV	9854465617

05. No. of Ambulance which will attend any kind of Disaster affected site of Civil Hospital, Goalpara

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS 01 AD - 1647	Prasanna Rabha	9854513188

06. LIST OF PRIVATE HOSPITAL

Sl. No.	Name Private Hospital	Place of Hospital	Contact Number	Remarks
1	Solace Hospital and RC (Pvt.) Ltd.	BOC, Goalpara	9401226800	
2	Seven Sisters Medical Services Ltd.	Bapujinagar	9954647744	
3	Life Care Hospital & RCS Ltd.	Durgamandir, Goalpara	9435646462	
4	Critical Care Superspeciality Hospital	Durgamandir	7099061444	
5	Nirmala Health Care Center	Bhalukdubi	9854050275	
6	Al Salam Hospital	Karbala	7002351780	
7	North East Medical Hospital	Near Forest Gate, Helapakhri	9126593775	
8	Florence Hospital, Goalpara	Panchyarnatna Road		

07. Emergency Medical Team of Agia BPHC for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Bolen Ch. Baishya (Head of the team)	SDM&HO	9435024219
2	Dr. T.M. Kalita	SDMO (Ayur)	8638116639
3	Nosiur Rahman	Pharmacist	7002510473
4	Chinuk Ram Rabha	SI (PH)	6000761805
5	Mrs. Mahmuda Khatun	BPM	9508075699
6	Ramen Thakuria	HE	7896990236
7	Mr. Hiran Kalita	Lab. Tech.	9957041660
8	Mampi Gupta	GNM	7002412608
9	Dipti Bala Das	ANM	9859540676
10	Minu Sarma	Vaccinator	9854242906
11	Nani Gopal Medhi	Vaccinator	9854897250
12	Dipankar Rabha	SW	7002423116
13	Bijoy Ray	Grade-IV	6002723599

08. No. of Ambulance which will attend any kind of Disaster affected site of Agia BPHC

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS 18AC 2066	Hiranya Rabha	8638370325

N. B. :- If institution is affected itself by the event of any disaster, the immediate shifting will be NatyaMandir, 200 Metre away from the Agia PHC.

09. Emergency Medical Team of Lakhipur BPHC for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Rafiqul Islam (Head of the Team)	SDM & HO	
2	Dr. Ahamed Hussain Akand	M & HO-I	9365597234
3	Abul Kalam Paramanik	SI (PH)	7896286959
4	SaidurRahman	RHI	9957908284
5	Nijara das	SW	
6	Alekjan Nessa	ANM	9401349515
7	Arundhuti Baruah	ANM	9707314126
8	Abdus Samad	Pharmacist	9957025377
9	Omar Faruque	Pharmacist	9957627033
10	Rohidur Islam	Grade-IV	9707985497

10. Ambulance which will attend any kind of Disaster affected site of Lakhipur BPHC

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS 18 C - 2772	Kodam Ali	9957996151

11. Emergency Medical Team of Mornoi BPHC for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr.Sajida Begum (Head of the Team)	SDM & HO	7636878206
2	Dr. Jayanta Kr. Sahu	Sr. M&HO	9954080496
3	Phukan Dev Sarma	Oph. Asstt.	7086945078
4	Pratibha Rabha	GNM	8099764306
5	Arif Abdullah Khan	Pharmacist	9954294206
6	Mogal Hussain	Pharmacist	7002026704
7	Phanibhushan Das	SI	8011796486
8	Jesmine Ahmed	SW	9954719059
9	Dipanjuli Nath	ANM	9854453550
10	Deepa Das	ANM	6026203780
11	Gandheswari Devi	ANM	9401450466
13	Dhiraj Kalita	Grade-IV	9957039250
14	Babul Das	Grade-IV	9401123263
15	Kamal Das	Grade-IV	9957286679

12. No. of Ambulance which will attend any kind of Disaster affected site of Mornoi BPHC

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS-01-ID 6715	Tiken Das	9401652012

13. Emergency Medical Team of Rangjuli BPHC for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Prabin Rabha (Head of The Team)	SDM&HO	9435324485
2	Dr. Debojyoti Goswami	SMO (Ayur)	8638865027
3	Dr. Simanta Sarma	MO	7086177200

4	Ranidhar Thakuria	Ophthalmic Asstt.	9435314977
5	Mazzeemmel Hoque	Lab. Tech	9854475964
6	Anupama Kalita	Lab. Tech.	9365104358
7	Jitumoni Das	Pharmacist	9854241146
8	Bhupen Ch. Basumatary	SI (PH)	9401349830
9	Prabhat Khatra	SW	9854509641
10	Gitika Sutradhar	GNM	6000310079
11	Rita Rabha	GNM	7035235284
12	Himani Das	ANM	9101292800
13	Babita Rabha	ANM	8638840727
14	Ahidul Ali	Dresser	9854432214
15	Sanjib Daimary	Grade-IV	9401739747
16	Dharmeswar Khakhlary	Grade-IV	9864900650
17	Bipul Rabha	Grade-IV	6000793238

14. No. of Ambulance which will attend any kind of Disaster affected site of Rangjuli BPHC

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS-01-AA - 6004	Narayan Prasad Rabha	8812096149

15. Emergency Medical Team of Matia BPHC for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	2	3	4
1	Dr. Monorama Gupta (Head of The Team)	Dy. Suptt.	9957825493
2	Dr. Gagan Thakuria	M&HO-I	9085880653
3	Dr. Ayan	MO (Ayur)	9859271671
4	Dhananjay Sarmah	RHI`	9435240729
5	Rupali Ahmed	GNM	6000346250
6	Anjali Kalita	ANM	7399435423
7	Iftauar Rahman	SW	9954489293
8	Chan Mahammad Ali	Pharmacist	9508078211
9	Jahangir Alom	Pharmacist	9365902945
10	Jahangir Alom	Grade-IV	9957592485
11	Achinta Kalita	Grade-IV	9859828317

16. No. of Ambulance which will attend any kind of Disaster affected site of Matia BPHC

Sl. No.	Number of the Ambulance	Name of Driver	Contact No.
1	AS-01-AD-6731	Sailen Nath	9854300228

17. Emergency Medical Team of Urban for Disaster Management.

Sl. No.	Name	Designation	Contact No.
1	Dr. Shofique Anowar	M&HO-I	9435570295
2	Dr. Mohibur Rahman	MO	
3	Nowshad Ali Ahmed	Phar.	8638942551
4	Sangita Devi	ANM	8721017452
5	Gobinda Nath	L/T	7002516725
6	Anita R Marak	Gr. IV	9101745603

18. CONTROL ROOM

Any disaster related matter may be enquired into the Contact No. **9435192682 (Nodel Officer)**

Day	08.00 AM to 02.00 PM	02.00 PM to 08.00 PM	08.00 PM to 08.00 AM
Monday	Ashanul Hoque , UDA, O/O. the Jt. DHS, Goalpara & Ansar Ali , Gr. IV, O/O the Inspector of Drugs, Goalpara	Bapon Khakhalary , Jr. Asstt., O/O. the Jt. DHS, Goalpara & Phanilal Roy , Gr.IV, O/O. the Jt. DHS, Goalpara	Masood Alom Choudhury , LDA, M&CHC, Goalpara & Sohidul Islam , Gr. IV, O/O. the Jt. DHS, Goalpara
Tuesday	Mittaranjan Ghosh , UDA, O/O. the Jt. DHS, Goalpara & Ramesh Sarma , Gr.IV, ANM Training Centre, Goalpara,	Tiken Saloi , R/A., O/O. the Jt. DHS, Goalpara & Biswajit Paul Choudhury , Gr.IV, DMS, Goalpara	Soriful Islam Mollah , Computor , O/O. the Jt. DHS, Goalpara & Kanahiya Basfore , Gr. IV, O/O. the Jt. DHS, Goalpara
Wednesday	Ujjal Choudhury , LDA, O/O. the Jt. DHS, Goalpara & Ramlal Choudhury , Gr.-IV, O/O the Jt. DHS, Goalpara	Umesh Choudhury , UDA, O/O. the Jt. DHS, Goalpara & Hemen Das , Gr.IV, O/o. the D.M.O., Goalpara	Masood Alom Choudhury , LDA, M&CHC, Goalpara & Sohidul Islam , Gr. IV, O/O. the Jt. DHS, Goalpara
Thursday	Manoj Kr. Ghosh , LDA, O/O. the Jt. DHS, Goalpara & Gopal Das , Gr.IV, O/O. the Jt. DHS, Goalpara	Samarjit Malakar , LDA, O/O. the Jt. DHS, Goalpara & Nur Mahammaad , Gr.IV, O/O. the Jt. DHS, Goalpara	Manoj Das , SW, O/o. the D.M.O., Goalpara & Kanahiya Basfore , Gr. IV, O/O. the Jt. DHS, Goalpara
Friday	Abdul Awal , SI, O/O. the Jt. DHS, Goalpara & Hemen Das , Gr.IV, O/o. the D.M.O., Goalpara	Pranay Das , RHI, O/O. the Jt. DHS, Goalpara & Bishnu Ram Rabha , Gr.IV, DMS, Goalpara	Pankaj Mandal , UDA, O/o. the D.M.O., Goalpara & Sohidul Islam , Gr. IV, O/O. the Jt. DHS, Goalpara
Saturday	Soriful Islam Mollah , O/O.	Umesh Choudhury , UDA	Monoranjan Adhikary ,

	the Jt. DHS, Goalpara & Shahidur Rahman , Gr IV, M&CHC, Goalpara	O/O. the Jt. DHS, Goalpara & Prasanna Das , Gr IV, M&CHC, Goalpara	NMA , O/O. the Jt. DHS, Goalpara & Kanahiya Basfore , Gr. IV, O/O. the Jt. DHS, Goalpara
Sunday	Bapon Khakhalary , Jr. Asstt., O/O. the Jt. DHS, Goalpara & Biswajit Paul Choudhury , Gr.IV, DMS, Goalpara	Pranay Das , RHI, O/O. the Jt. DHS, Goalpara & Bhagadutta Das , Gr.IV. O/O the DMO, Goalpara	Pankaj Mandal , UDA, O/O. Inspector of Drugs, Goalpara & Sohidul Islam , Gr. IV, O/O. the Jt. DHS, Goalpara

HEALTH DEPARTMENT CONTROL ROOM

**Any disaster related matter may be enquired into the
Contact No. 6003815997 & 9435192682**

4.8. LIST OF POLICE CONTACT NUMBERS OF GOALPARA DISTRICT

Information regarding Geographical Co-ordinates of PSs & OPs of Goalpara district with their contact nos.

Sl. No.	NAME OF PS & OP	Geographical Co-ordinates of Police Stations	NAME OF O/C & I/C	LANDLINE PHONE NOS.	MOBILE PH NO.
1	GOALPARA P.S.	G.R. 048303 Latitude - 26°8' N Longitude - 90°37' E	Inspector (UB) Debajit Das	03663 - 240031	60269-00474 70029-45356
2	MORNAI P.S.	G.R. 17032504 Latitude - 26°35'4" N Longitude - 90°53' 7" E	S.I.(UB) Krishnakam Bordoloi	03663 - 287001	60269-00482 91019-64080
3	MATIA P.S.	G.R. 703504 Latitude - 26°4' N Longitude - 90°45' E	S.I.(UB) Samir Konwar	03663 - 288001	60269-00481 70022-83163
4	DHUPDHARA P.S.	G.R. QD488103 Latitude - 25°58'01" N Longitude - 91°05' 16" E	S.I. (UB) Utpal Chanda	03663 - 284409	60269-00480 86385-76011
5	RONGJULI P.S.	G.R. QD371113 Latitude - 25°58' 13" N Longitude - 90°56' 21" E	S.I. (UB) Naren Ch. Rabha	03663 - 286042	60269-00479 99540-04437
6	DUDHNOI P.S.	G.R. 217126 Latitude - 26°21' 7" N Longitude - 90°12' 6" E	Inspr. (UB) Dulal Mahanta	03663 - 281542	60269-00478 78962-47676
7	KRISHNAI P.S.	G.R. 007183 Latitude - 26°12' 24" N Longitude - 90°8'28" E	S.I. (UB) Paul Lalhlmsang	03663 - 282225	60269-00477 86388-65361
8	AGIA PS	G.R. 999240 Latitude - 26°20'8" N Longitude - 90°22'19" E	S.I. (UB) Monimoy Tamuli	03663 - 285008	60269-00476 70026-76158
9	LAKHIPUR P.S.	G.R. 736179 Latitude - 26°01'54" N Longitude - 90°18' 15" E	Inspector (UB) Bhim Kanta Pegu	03663 - 283432	60269-00476 80114-95020
10	BAGUAN P.S.	G.R. 823226 Latitude - 26°01' 35" N Longitude - 90°50' 54" E	S.I. (UB) Birdaw Gayari	NIL	60269-00485 97076-85812

11	CHUNARI P.S.	G.R. QC 7726 Latitude - 26°01' 30" N Longitude - 90°18'25" E	S.I. (UB) Rana Pator	NIL	60269-00484 86387-51902
12	PANCHARATNA PS	G.R. 994358 Latitude - 26°01' 43" N Longitude - 90°20' 4" E	Inspr (UB) Paulus Narzary		60269-00475 86380-63697
13	KHARMUZA O.P.	G.R. 915303 Latitude - 26°9' N Longitude - 90°29' E	S.I.(UB) Bishnu Bahadur Newar	NIL	60269-00489 93655-34045
14	KUKURKATA O.P	G.R. 976057 Latitude - 25°55' N Longitude - 90°33' E	A.S.I.(UB) Banamali Das	NIL	60269-00491 88221-60619
15	RONGSAI O.P	G.R. 831165 Latitude - 25°57' N Longitude - 90°19' E	S.I.(UB) Mridul Baruah	NIL	60269-00494 80112-54196
16	JALESWAR O.P	G.R. 629197 - 6 Latitude - 26°10'45" N Longitude - 90°08'20" E	S.I.(UB) Bijrajit Das	NIL	60269-00496 99577-32029
17	DAMRA O.P	G.R. 208075 Latitude - 26°20'8" N Longitude - 90°07'5" E	A.S.I.(UB) Dhajen Ch. Kalita	NIL	60269-00492 98642-27554
18	SIMLITOLA O.P	G.R. QD356226 Latitude - 26°58'23" N Longitude - 90°47' 37" E	S.I.(UB) Manoj Kr. Das	NIL	60269-00490 80112-03046

Superintendent of Police, DSB
Superintendent of Police
DSB, Goalpara

IMPORTANT PHONE NUMBERS OF GOALPARADISTRICT POLICE AS ON 01/04/2023

Sl.	Name	Designation	Mobile	Telephone	Telephone
1	Shri V. V. Rakesh Reddy P., IPS	S.P., Goalpara	60269-00465 94358-10993	03663-240161(O)	240026 (R) 240353(Fax)
2	Miss Anita Hazarika, APS	Addl. S.P.(HQ), Goalpara	98645-05328 60269-00466	03663-240171(O)	240088 (R)
3	Shri Rituraj Doley, APS	Addl. S.P.(Crime), Goalpara	99547-54709		
4	Shri Anurag Sarmah, APS	Dy. S.P.(HQ), Goalpara	60269-00467 80114-31840	03663-240172(O)	
5	Shri Keshab Ch. Das, APS	Dy. S.P.(DSB), Goalpara	60021-67301		
6	Shri Karnab Patowary, APS	Dy. S.P.(Proby), Goalpara	86388-71968		
7	Inspector Embrawel Daimary	IBI, DSB, Goalpara	60269-00469 70021-91323	03663-240172(Ext.)	
8	Inspr. (UB) Jayanta Kr. Das	C.I., Rangjuli	60269-00473 98541-15238		
9	Inspector (UB) Chiraj Ingti	C.I, Agia	60269-00472 70022-87941		
10	Inspr (T) Lakheswar Nath	Inspector (T), APRO	94350-43951 70022-86161	03663-240168 (O)	
11	a Inspector (AB) Biswajit Kalita	ABI, R.O. & MTO, Police Reserve	86388-27007 96781-31060		
12	Inspector (UB) Debajit Das	O/C, Goalpara PS	60269-00474 70029-45356	03663-240031(O)	
	a S.I.(UB) Bishnu Bahadur Newar	I/C, Kharmuza OP	60269-00489 93655-34045		
	b S.I.(UB) Biprasri Ray	I/C, Goalpara Town OP	60269-00487 84864-95373		
	c S.I.(UB) Pabin Ch. Swargiary	I/C, Traffic Branch	60269-00486 91015-07590		
	d A.S.I.(UB) Dhrubajyoti Kalita	I/C, N.N. Setu P.P.	98597-68551 70026-63188		
13	Inspector (UB) Bhim Kanta Pegu	O/C, Lakhipur PS	60269-00483 96783-13244	03663-283432(O)	
	a S.I.(UB) Bijrajit Das	I/C, Jaleswar OP	60269-00496 99577-32029		
	b S.I.(UB) Mridul Baruah	I/C, Rangsa OP	60269-00494 80112-54196		
	c S.I.(UB) Nipumoni Choudhury	I/C, Dhumergat O.P.	98543-79871		
	d ASI(UB) Krishna Kanta Sarma	I/Cs, Traffic/Town Branch, Lakhipur	60269-00488 98648-16487		
14	Inspr. (UB) Dulal Mahanta	O/C, Dudhnoi PS	60269-00478 78962-47676	03663-281542(O)	
	a A.S.I.(UB) Subodh Das	I/C, Damra O.P.	60269-00492 91010-22794		
15	Inspr (UB) Paulus Narzary	O/C, Goalpara RPS	60269-00475 86380-63697		
16	S.I. (UB) Utpal Chanda	O/C, Dhupdhara PS	86385-76011 60269-00480	03663-284303(O)	
17	S.I.(UB) Naren Ch. Rabha	O/C, Rangjuli PS	60269-00479 99540-04437	03663-286042(O)	
	a. S.I. (UB) Manoj Kr. Das	I/C, Simlitola O.P.	60269-00490 80112-03046		
	b. S.I.(UB) Madan Deka	I/C, Darrangiri P.P.	93658-11516	03663-286082(O)	
18	S.I. (UB) Paul Lalhlmsang	O/C, Krishnai PS	60269-00477 86388-65361	03663-282225 (O)	
	a. A.S.I.(UB) Banamali Das	I/C, Kukurkata OP	60269-00491 88221-60619		
19	S.I. (UB) Monimoy Tamuli	O/C, Agia PS	60269-00476 80114-95020	03663-285008 (O)	
20	S.I.(UB) Samir Konwar	O/C Matia PS	60269-00481 70022-83163	03663-288001(O)	
	a. A.S.I.(UB) Sailen Pathak	I/C, Bahoti OP	60269-00493 91016-40116		
	b. AS.I.(UB) Utpal Talukdar	I/C, Nabagata Simlitola P.P.	97073-29225		
21	S.I.(UB) Krishnakam Bordoloi	O/C, Mornoi PS	60269-00482 91019-64080	03663-287001(O)	
	a. (UB) Lalehand Ali Ahmed	I/C, Dubapara PP	70024-27218		
22	S.I. (UB) Birdaw Gayari	O/C, Baguan PS	60269-00485 60009-84252		
23	Proby S.I. (UB) Rana Pator	O/C, Chunari PS	60269-00484 86387-51902		
24	S.I.(OPR) Saher Ali Khan	O/C, PCR, Goalpara	60269-00498 70029-31387	03663-240003(O)	240353 (Fax)
25	S.I.(UB) Nurul Islam Ahmed	PSI, Goalpara Court	99579-70490		

4.9. LIST OF FIRE SERVICES

CONTACT NUMBERS OF FIRE & EMERGENCY SERVICES, GOALPARA DISTRICT				
Sl. No.	Name	Designation	PH No.	Mobile No.
1	Abu Taleb	Station Officer, Goalpara F&ES	03663-240101	86386-69397
2	Sudhir Choudhury	Sub-Officer, Goalpara F & ES		6000370494
3	Mirza Abul Hussain	i/c Sub-Officer, Lakhipur F&ES	03663-283310	96783-32336
4	Habala Kt. Rabha	Sub-Officer, Dudhnoi F&ES	03663-281776	86384-26269

4.10. LIST OF CIVIL DEFENCE VOLUNTEERS OF GOALPARA DISTRICT

LIST OF ACTIVE CIVIL DEFENCE VOLUNTEER OF CIVIL DEFENCE, GOALPARA

Sl No.	Name of Volunteers	Name of District	Father's/ Husband's Name	Address	Contact No
1	2	3	4	5	6
1	SHEIKH SAHINUR	Goalpara	Sheikh Aslam	Vill- Azad Nagar P.O.- Baladmari P.S.- Goalpara	8402913451
2	NEWAZ AHMED	Goalpara	Nur Nobieur Rahman	Vill- Ambari P.O. Goalpara P.S.- Goalpara	8638074061
3	DIPANJALI KALITA	Goalpara	Nimananda Kalita	Vill- Bapujinagar P.O.- Baladmari P.S.- Goalpara	7002894082
4	NOBAJYOTI RABHA	Goalpara	Banikanta Rabha	Vill- Goraimari P.O.- Dariduri P.S.- Goalpara	6001967589
5	GODADHAR RAY	Goalpara	Sukumar Ray	Vill- Shastri Nagar P.O.- Baladmari P.S.- Goalpara	9101568633
6	NARZUFA SULTANA	Goalpara	Mokibar Ali	Vill- Bhatipara P.O. Goalpara P.S.- Goalpara	9706908588
7	SALMA SULTANA	Goalpara	Sahjahan Ali	Vill- Bhatipara P.O. Goalpara P.S.- Goalpara	6001434092
8	ROCHITA RABHA	Goalpara	Dailendra Rabha	Vill- Bamundanga P.O.- Maladhara P.S.- Lakhipur	8822377396
9	PHUKAN RABHA	Goalpara	Golak Rabha	Vill- Dariduri P.O.-Dariduri P.S.- Goalpara	7896364140
10	ANAND BALMIKI	Goalpara	Rabi Balmiki	Vill- Kachari Ghat P.O. Goalpara P.S.- Goalpara	7002114266
11	MRIDUL RAY	Goalpara	Damasu Ray	Vill- Shastri Nagar P.O.- Baladmari P.S.- Goalpara	8724082451
12	SHRUTIM BARMAN	Goalpara	Bhadreswar Barman	Vill- Santi Nagar P.O.- Baladmari P.S.- Goalpara	910594148
13	SANJIB KUMAR DAS	Goalpara	Kalpa Chandra Das	Vill- Bapujinagar P.O.- Baladmari P.S.- Goalpara	9707553443
14	SAHID RAJA	Goalpara	Nurul Amin Monsuri	Vill- Bara Bazar P.O. Goalpara P.S.- Goalpara	9394554551

15	ABDUR RAHIM	Goalpara	Rahamatullah	Vill- Kismatpur P.O.- Baladmari P.S.- Goalpara	7099216266
16	AL NAWAZ HUSSAIN	Goalpara	Al Mobarak Hussain	Vill- Swaraj Road P.O. Goalpara P.S.- Goalpara	6909411645
17	HIROK JYOTI DAS	Goalpara	Jayanta Kr. Das	Vill- Chandaria Pathar P.O.- Baladmari P.S.- Goalpara	8822358063
18	PRASSIDDHA RABHA	Goalpara	Arbinda Rabha	Vill- Maladhara P.O.- Maladhara P.S.- Lakhipur	9957144197
19	BOLORAM RABHA	Goalpara	Nishi Kanta Rabha	Vill- Dhakapara P.O.- Panishali P.S.- Lakhipur	6901787578
20	DIMBESWAR RABHA	Goalpara	Hileswar Rabha	Vill- Maladhara P.O.- Maladhara P.S.- Lakhipur	8810895421
21	BIJOY SANKAR RABHA	Goalpara	Dhruba Ram Rabha	Vill- Durga Mandir P.O.- Baladmari P.S.- Goalpara	7002215427
22	MANAS PRATIM RABHA	Goalpara	Prabhash Rabha	Vill- Dwarka P.O.- Dwarka P.S.- Lakhipur	8473002872
23	DHANJIT NATH	Goalpara	Khagen Nath	Vill- Lalabori P.O. Rajapara P.S. Mornai	6900786717
24	NRIPEN SARMA	Goalpara	Purandar Sarma	Vill- Bapujinagar P.O.- Baladmari P.S.- Goalpara	9954140068
25	RANJU BORO	Goalpara	Ali Mohan Boro	Vill- B.O.C. P.O.- Goalpara P.S.- Goalpara	9365041556
26	JAHENDRA RABHA	Goalpara	Bikram Rabha	Vill- Goraimari P.O.- Bhalukdubi P.S.- Agia	9101968897
27	BOLORAM RABHA	Goalpara	Chiv Charan Rabha	Vill- Chaibari P.O.- Joyramkuchi P.S.- Lakhipur	9678553363
28	KOUSTABH MANI RABHA	Goalpara	Sonahar Rabha	Vill- Chatabari P.O.- Jurigaon P.S.-Lakhipur	8638864698
29	MANJYOTI RABHA	Goalpara	Purendra Rabha	Vill- Kakuapara P.O.- Bardamal P.S.- Lakhpur	9957189049
30	KISHOR CH. NATH	Goalpara	Madhab Ch. Nath	Vill- Muralijhar P.O.- Baguan P.S.- Baguan	8486609024

31	SHARMIN SHAYNON	Goalpara	Abdus Sattar	Vill- Bapurbhita Pt- III P.O.- Dhamor P.S.- Baguan	8876493031
32	KANAK DAS	Goalpara	Bimal Das	Vill- Geetanagar P.O.- Badadmari P.S.- Goalpara	7896608421
33	CHITTARANJAN RABHA	Goalpara	Pathak Rabha	Vill- Bordak P.O.- Suarmari P.S.- Agia	7896958927
34	SUMAN SARKAR	Goalpara	Chittaranjan Sarkar	Vill- Shantinagar P.O.- Baladmari P.S.- Goalpara	8399019414
35	KIRAN KR. RABHA	Goalpara	Soneswar Rabha	Vill- Chatabari P.O.- Jurigaon P.S.- Lakhipur	9366542949
36	KRISHNA DAS	Goalpara	Khanin Das	Vill- Bamunpara P.O.-Goalpara P.S.- Goalpara	9954659606
37	SAIDUL ISLAM	Goalpara	Atowar Rahman	Vill- Bhojmala Pt-II P.O.- Harimura P.S.- Mornai	8011056730
38	JITUPAN RABHA	Goalpara	Nireswar Rabha	Vill- Maladhara P.O.- Maladhara P.S.- Lakhipur	8136929164
39	MUSTAFIZUR HOQUE MONDAL	Goalpara	Azizul Hoque Mondal	Vill- Rupnagar P.O.- Baladmari P.S.- Goalpara	7002936502
40	DIBYAJYOTI DAS	Goalpara	Hari Charan Nath	Vill- Forest Colony P.O.- Baladmari P.S.- Agia	8638748901
41	PRINCE ROMEO	Goalpara	Abdul Ali Sarkar	Vill- Beltola P.O.- Baladmari P.S.- Goalpara	7002098783
42	JITUMONI RAY	Goalpara	Niren Roy	Vill- Beltola P.O.- Baladmari P.S.- Goalpara	8638380763
43	SAJIDUR RAHMAN	Goalpara	Maser Ali	Vill- Tilapara P.O.- Goalpara P.S.- Goalpara	8638795986
44	BARUN CH. RABHA	Goalpara	Dhagen Rabha	Vill- Darani P.O.- Bardamal P.S.- Kharmiza	8473035820
45	AMINUR ISLAM	Goalpara	Abdul Awal	Vill- Kismatpur P.O.- Goalpara P.S.- Agia	6901983469


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15	ABDUR RAHIM	Goalpara	Rahamatullah	Vill- Kismatpur P.O.- Baladmari P.S.- Goalpara	7099216266
16	AL NAWAZ HUSSAIN	Goalpara	Al Mobarak Hussain	Vill- Swaraj Road P.O. Goalpara P.S.- Goalpara	6909411645
17	HIROK JYOTI DAS	Goalpara	Jayanta Kr. Das	Vill- Chandaria Pathar P.O.- Baladmari P.S.- Goalpara	8822358063
18	PRASSIDDHA RABHA	Goalpara	Arbinda Rabha	Vill- Maladhara P.O.- Maladhara P.S.- Lakhipur	9957144197
19	BOLORAM RABHA	Goalpara	Nishi Kanta Rabha	Vill- Dhakapara P.O.- Panishali P.S.- Lakhipur	6901787578
20	DIMBESWAR RABHA	Goalpara	Hileswar Rabha	Vill- Maladhara P.O.- Maladhara P.S.- Lakhipur	8810895421
21	BIJOY SANKAR RABHA	Goalpara	Dhruba Ram Rabha	Vill- Durga Mandir P.O.- Baladmari P.S.- Goalpara	7002215427
22	MANAS PRATIM RABHA	Goalpara	Prabhash Rabha	Vill- Dwarka P.O.- Dwarka P.S.- Lakhipur	8473002872
23	DHANJIT NATH	Goalpara	Khagen Nath	Vill- Lalabori P.O. Rajapara P.S. Mornai	6900786717
24	NRIPEN SARMA	Goalpara	Purandar Sarma	Vill- Bapujinagar P.O.- Baladmari P.S.- Goalpara	9954140068
25	RANJU BORO	Goalpara	Ali Mohan Boro	Vill- B.O.C. P.O.- Goalpara P.S.- Goalpara	9365041556
26	JAHENDRA RABHA	Goalpara	Bikram Rabha	Vill- Goraimari P.O.- Bhalukdubi P.S.- Agia	9101968897
27	BOLORAM RABHA	Goalpara	Chiv Charan Rabha	Vill- Chaibari P.O.- Joyramkuchi P.S.- Lakhipur	9678553363
28	KOUSTABH MANI RABHA	Goalpara	Sonahar Rabha	Vill- Chatabari P.O.- Jurigaon P.S.-Lakhipur	8638864698
29	MANJYOTI RABHA	Goalpara	Purendra Rabha	Vill- Kakuapara P.O.- Bardamal P.S.- Lakhpur	9957189049
30	KISHOR CH. NATH	Goalpara	Madhab Ch. Nath	Vill- Muralijhar P.O.- Baguan P.S.- Baguan	8486609024


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4.11. SUMMARY TABLE: EDUCATIONAL INSTITUTION PROPOSED FOR SHELTER CAMP AND NUMBER OF HIGH LAND

Sl.No	Name of Circle	Name of Zone	Numbers of Educational Institution proposed for Relief Camps	Number of High land
1	BALIJANA	BALIJANA	48	5
2	MATIA	MATIA	48	14
3	LAKHIPUR	LAKHIPUR	37	39
4	DUDHNOI	DUDHNOI	15	-
5	RONGJULI	RONGJULI	16	1
Total			164	59

4.12. Name of Educational Institutions and other locations to be used as Shelter/ Relief Camp under Goalpara District.

SL. NO.	NAME OF THE RELIEF CAMP	VILLAGE NAME	GPS COORDINATED		CAPACITY OF RELIEF CAMP	NO. OF TOILETS	PROVISION OF CHILD FRIENDLY SPACE (CSF)
			LATITUDE	LONGITUDE			
BALIJANA REVENUE CIRCLE							
1	Karbala ME School	Karbala	26°10'47.89''N	90°36'23.26'	110	2	Yes
2	Kismatpur LPS	Chandaria Pathar	26°09'34.27''N	90°37'36.25'	25	1	No
3	Goalpara Hindi ME School	Baladmari Pt-III	26°09'11.57''N	90°37'53.47'	80	2	Yes
4	M.K.N. Memorial High School	Karbala	26°10'41.57''N	90°37'05.29'	70	2	Yes
5	Goalpara Boy's ME Madrassa	Bhatipara	26°10'48.04''N	90°37'27.81'	150	2	Yes
6	Joytunnessa ME School	Chandina	26°10'48.03''N	90°37'28.73'	90	2	Yes
7	No. 1 Town LP School	Chandina	26°10'53.82''N	90°37'42.02'	40	1	No
8	Central Girls High School	Phartoli	26°10'51.22''N	90°37'47.24'	90	2	Yes
9	Bidyapith High School	Chandina	26°10'48.37''N	90°37'46.30'	92	2	Yes
10	Old Bakurpara LP SCchool	Chandina	26°11'4.11''N	90°37'34.04'	30	1	No
11	Baniapara Janata LP School	Karbala	26°11'03.60''N	90°37'33.36'	75	1	No
12	Gualtuli LPS	Goaltuli Bamunpara	26°10'23.90''N	90°37'42.07'	54	1	Yes
13	New Goalpara High School	Cha Bagan	26°09'34.23''N	90°37'39.62'	120	2	Yes
14	Chandaria Pathar LP School	ChandariaPathar	26°09'48.32''N	90°37'0.75''	60	1	Yes

15	Gaultuli Girls MES	Goaltuli Ramunpara	26°10'27.46''N	90°37'39.25''E	76	1	Yes
16	Baladmari Pithbari LP School	Baladmari	26°10'37.32''N	90°37'0.10''E	50	1	Yes
17	Chandaria Sarkari Nimno Buniyadi Vidyalaya	Goaltuli Bamunpara	26°10'22.35''N	90°37'42.5''E	100	1	Yes
18	Karbala Primary LP School	Karbala	26°10'47.89''N	90°36'23.26''E	40	1	No
19	Kaushalya Das LP School	Baladmari Part IV	26°08'32.10''N	90°38'04.36''E	40	1	Yes
20	Baladmari Chah Bagan LP School	Baladmari Chah Bagan	26°09'32.90''N	90°37'11.57''E	70	1	Yes
21	Bhatipara LP School	Bhatipara	26°10'47.93''N	90°37'19.05''E	45	1	No
22	Kuruabhasa MV School	Kuruabhasa	26°09'02.00''N	90°37'28.00''E	15	2	Yes
23	Gobindapur LP School	Gobindapur	26°10'14.60''N	90°35'48.18''E	40	2	Yes
24	Gobindapur Rangagora LPS	Gobindapur	26°09'41.21''N	90°34'32.32''E	40	2	Yes
25	Dwarka LP School	Dwarka Kacharipara	26°03'25.26''N	90°29'53.17''E	25	2	No
26	Bardamal High School	Bardamal	26°07'36.00''N	90°30'58.00''E	100	2	Yes
27	Balijana LP School	Balijana	26°04'37.94''N	90°32'39.83''E	30	1	No
28	Kharmuja High School	Kharmuja	26°08'33.32''N	90°28'58.60''E	80	2	Yes
29	Kharmuja LP School	Kharmuja	26°08'28.48''N	90°28'47.71''E	30	1	Yes
30	Dariduri High School	Chutki NC	26°09'37.14''N	90°31'41.04''E	15	0	Yes
31	Kumri LP & ME School	KhutimatiPt I	26°11'35.68''N	90°32'47.78''E	60	2	Yes
32	Pancharatna LP School	Pancharatna	26°11'46.10''N	90°33'59.96''E	30	2	Yes
33	Hurkakuchi LP School	Hurkakuchi	26°11'20.14''N	90°35'15.63''E	30	2	Yes
34	Baguan High School	Chinabari	26°04'49.07''N	90°22'59.93''E	100	2	Yes
35	Basbari High School	Chakla	26°03'14.50''N	90°30'51.51''E	60	2	Yes
36	Ambari Kadotika MV School	Kadotika	26°06'04.84''N	90°24'39.52''E	40	1	Yes
37	Kalyanpur High School	Kalyanpur	26°07'03.98''N	90°34'49.53''E	100	2	Yes
38	Nolonga LP School	Nolonga	26°06'23.51''N	90°27'00.93''E	35	1	Yes
39	Balbala High School	Kalpani	26°04'10.69''N	90°35'51.94''E	100	2	Yes
40	Markula LP School	Markula	26°04'27.08''N	90°25'19.82''E	30	2	Yes
41	Markula High School	Markula	26°04'17.01''N	90°26'08.39''E	80	1	Yes
42	Agia Balijana Girls	Bhandara	26°04'55.16''N	90°33'07.89''E	100	4	Yes

	High School						
43	Amhari Narayanpara LP School	Narayanpara	26°04'03.97''N	90°32'15.70'	40	2	Yes
44	Gossaidhuwa Garo LP School	Gossaidhuwa	26°01'37.56''N	90°29'10.88'	20	1	Yes
45	Bodahpur LP School	Bodahpur	26°00'50.63''N	90°33'30.88'	50	1	Yes
46	Bardak LP School	Bardak	25°59'32.35''N	90°31'52.04'	60	0	Yes
47	Baladmari High School	Baladmari Chah Bagan	26°15'25.52''N	90°61'88.06'	80	2	Yes
48	P.R Govt. HS & MP School	Tilapara	26°17'74.86''N	90°62'89.42'	150	2	Yes
<u>Matia Revenue Circle</u>							
1	Sutarpara Major Gaon High Madressa	Sutarpara	26.0784868	90.8696600	150	5	YES
2	Jawaharlal Neheru High School	Nabagata Simlitola	26.0870915	90.9217811	150	4	YES
3	Baguan Fajilartila LPS	Baguan Pt-II	26.0627778	90.8733333	20	2	YES
4	Dalgoma Girls MES	Mamudpur Pt-I	26.1023715	90.7881839	90	2	YES
5	Sri Sujoyagiri MES	Dashabhuj Debstan	26.1147222	90.7091666	100	2	YES
6	265 No C Kharda Manikpur LPS	Kharija Manikpur	26.0463889	90.6750000	80	2	YES
7	Helapakhri Tilapara LPS	Helapakhri	26.1416667	90.6494444	30	2	YES
8	No 2 Baladmari Santipur LPS	Baladmari Char Pt-II	26.1669444	90.6361111	50	2	YES
9	No 2 Baladmari Char LPS	Baladmari Char Pt-II	26.1588889	90.6525000	45	2	YES
10	835 No Ranuapara LPS	Ranua	26.0752778	90.8411111	100	2	YES
11	Santipur LPS	Mamudpur Pt- II	26.0888889	90.7983333	50	2	YES
12	Kaziharisainik Para LPS	Karipara Pt-II	26.0447222	90.8225000	20	2	YES
13	Rayot Para LPS	Bakatari Pt-III	26.0613889	90.8233333	10	2	YES
14	Rakshanini Jawaharlal LPS	Rakshasni Garopara Pt-II	26.1222222	90.6583333	45	3	YES
15	178 No Dalgoma LPS	Dalgoma	26.1041667	90.7888889	70	1	YES
16	Mamudpur Dighpara LPS	Mamudpur Pt- II	26.0911111	90.7858333	50	2	YES
17	Mamudpur ME Madrassa	Mamudpur Pt-I	26.1055556	90.8108333	100	2	YES
18	Dalgoma HS School	Buduchar	26.1068960	90.7876164	300	4	YES
19	Bherbheri Tilapara LPS	Bher Bheri	26.0925000	90.8897222	20	1	YES

20	Garomari Hirapara I PS	Garomari	26.0763889	90.8747222	5	1	YES
21	737 No Singmari LPS	Singramari	26.1013889	90.8580556	30	1	YES
22	Nayapara High Madrassa	Nayapara Pt-I	26.0796615	90.8347502	100	3	YES
23	Ranua Dabpara LPS	Ranua	26.0700000	90.8402778	50	2	YES
24	Sidhabari ME School	Sidhabari Pt-II	26.0719444	90.8250000	70	2	YES
25	Karipara High School	Karipara Pt-IV	26.0251777	90.8180750	80	2	YES
26	Dabpara LPS	Karipara Pt-III	26.0391667	90.8294444	20	2	YES
27	Bakaitari High School	Bakaitari Pt-I	26.0590093	90.8082371	100	4	YES
28	Matia High School	Matia	26.0984950	90.8008066	50	3	YES
29	Jogipara Govt. JBS	Bamunpara	26.0386111	90.7988889	110	2	YES
30	SBP Memorial HS School	Mornoi	26.0968053	90.7435446	150	6	YES
31	Dakaidal LPS	Dakaidal	26.1113889	90.7311111	70	3	YES
32	Kadaldhowa LPS	Tinkonyapara	26.1038889	90.7241667	80	1	YES
33	Dubapara LPS	Dubapara	26.1255556	90.6897222	70	2	YES
34	Sonapur LPS	Dashabhuja Debsthan	26.1200000	90.7005556	50	1	YES
35	Futuripara Govt. JB.	Futuripara	26.1102778	90.6655556	50	1	YES
36	Bapuji High School	Lalabori	26.0836420	90.6926175	100	3	YES
37	828 No Topolakhawa LPS	Topolakhawa	26.0719444	90.8877778	30	1	YES
38	Majjakhili High School	Majjakhili	26.0321157	90.7486810	100	2	YES
39	109 No C Fofonga LPS	Fofonga Pt-I	26.0625000	90.6122222	100	2	YES
40	Fofonga Garo LPS	Fofonga Pt-II	26.0669444	90.6013889	40	2	YES
41	Tukreswari LPS	Tukura Pt-III	26.0519444	90.6211111	100	3	YES
42	Khardang Janaki LPS	Khardang Pt-II	25.9427778	90.6180556	20	2	YES
43	506 No Belpara LPS	Belpara Pt-I	25.9152778	90.6100000	20	2	YES
44	Dirma Jakhili High School	Dabli	25.9794674	90.7110000	50	2	YES
45	Krishnai Moktab LPS	Salpara Molandubi Pt-I	26.0361111	90.6772222	200	2	YES
46	Krishnai Habraghat High School	Krishnai	26.0353501	90.6639164	100	2	YES
47	Buzruk Manikpur LPS	Buzruk Manikpur	26.0594444	90.6575000	100	3	YES
48	Sardarpara LPS	Sardarpara	26.0469444	90.6827778	100	2	YES
<u>Lakhipur Revenue Circle</u>							
1	Aolatoli High	Aolatoli	26.0801	90.33758	200	2	Yes

	Madrassa						
2	Rongsai High School	Rongsai	26.01479	90.39883	120	1	Yes
3	Gauragar High Madrassa	Gauragar	26.01559	90.21669	50	1	Yes
4	Jaleswar H.S. School	Jaleswar	26.04911	90.19898	60	2	Yes
5	Jaleswar Girls High Madrassa	Jaleswar	26.04912	90.1983	350	2	Yes
6	Panisali High School	Panisali	25.98873	90.25691	200	2	Yes
7	Takimari High School	Takimari	26.05539	90.29791	200	2	Yes
8	Jamirabari ME Madrassa	Jamirabari	26.02496	90.30768	175	2	Yes
9	Hatisila BNMVS	Hatisila	26.03755	90.37359	500	3	Yes
10	216 No Lakhipur LPS	Bamunpara	26.03331	90.3037	70	2	Yes
11	Katarihara LP/MEM	Katarihara	26.03769	90.21543	150	2	Yes
12	Joybhum Kamakhyabari High School	Joybhum	26.1128	90.35131	110	1	Yes
13	Nidanpur Sabita Adarsha Prathamik Bidyalay	Nidanpur	26.02118	90.30691	75	1	Yes
14	Baungaon LPS	Hatogaon Pt-I	26.00553	90.35123	100	1	Yes
15	Hatogaon MV School	Hatogaon Pt-II	26.01667	90.36667	110	1	Yes
16	Pub Dhamar LPS	Dhamar Reserve	26.02028	90.36263	50	1	Yes
17	Sri Sankardev LPS	Medhipara Pt-I	26.10528	90.33611	70	1	Yes
18	Beelpara LPS	Nidanpur Pt-II	26.02932	90.32047	50	1	Yes
19	Aolatoli LP School	Lezam	26.10111	90.33861	284	1	Yes
20	Simlabari LP & ME School	Simlabari	25.95842	90.19298	325	4	Yes
21	Bausatary ME School	Bausatary	25.99349	90.19889	217	1	Yes
22	Amtoli Girls ME School	Lezam	26.09861	90.33806	275	1	Yes
23	Chunari College	Joybhum	26.10611	90.34139	300	2	Yes
24	Boro Poitari LP School	Boro Poitari	26.1025	90.37389	188	1	Yes
25	Bhoismari ME Madrassa	Bhoismari	26.10222	90.38306	250	1	Yes
26	Sowari Poitari ME Madrassa	Sowari Poitari	26.10667	90.36444	250	2	Yes
27	Sowari Poitari H.School	Sowari Poitari	26.10694	90.36444	300	2	Yes
28	Chunari Monsuriya Madrassa	Joybhum	26.10972	90.34472	415	2	Yes
29	Hatogaon Weaving Centre	Hatogaon Pt-II	26.11111	90.37222	150	1	Yes
30	Goalguli LP School	Dhamor Bill	26.02139	90.32806	125	1	Yes

31	Nidanpur Hussainiya Madrassa	Nidanpur Pt-II	26.02361	90.30694	250	2	Yes
32	Chatabari ME School	Chatabari	26.05016	90.39866	300	1	Yes
33	Hatimura LPS	Hatimura	26.01495	90.23199	50	2	Yes
34	Gauranagar Jr. College	Salbari	26.01507	90.22144	75	3	Yes
35	Gauranagar LP School	Salbari	26.01401	90.21895	45	2	Yes
36	Gauranagar High School	Salbari	26.01535	90.21648	100	2	Yes
37	Angthihara LP School	Salbari	26.00627	90.22112	35	2	Yes
<u>Rongjuli Revenue Circle</u>							
1	Tiplai Bhakatpara ME School	Tiplai	26.08472222	91.10166667	40	2 no. (repairing needed)	Yes
2	Gerua Nepalipara LP School	Gerua	26.0775	90.93555556	15	1 no. (repairing needed)	Yes
3	Kamarpota LP School	Kamarpota	26.07666667	90.93861111	30	1 no.	Yes
4	Alopati LP School	Alopati	26.03306667	91.00027778	25	1 no.	Yes
5	Barpothar Bordoba LP & ME Madrassa	Tiplai Pt.I	26.06611111	90.96083333	50	4 no.	Yes
6	Simlitola High School	Simlitola	26.23527778	90.94472222	65	4 nos. (repairing needed)	Yes
7	Padupara Bijoypur ME Madrassa	Ambari Pt.III	26.04416667	91.03972222	100	3 nos.	Yes
8	Padupara High School	Ambari Pt.III	26.03306667	91.03000000	100	1 no.	Yes
9	Barpathar High School	Tiplai Pt.I	26.31944444	91.13138889	20	1 no.	Yes
10	Tiplai High School New Building	Tiplai	26.13888889	90.99138889	75	Not Available	Yes
11	Tiplai Higher Secondary School	Tiplai	26.26666667	91.20222222	95	4 nos.	Yes
12	Gerua Kamarpota ME School	Gerua	26.07277778	90.94111111	40	1 no.	Yes

13	Community Hall Simiitola	Similitola	26.14944444	91.02611111	20	Not Available	Yes
14	Gerua Dewanburi LP School	Gerua	26.07416667	90.9325	40	1 no. (repairing needed)	Yes
15	Domnapara LP School	Domnapara	26.07222222	90.90527778	15	1 no.	Yes
16	Domnapara Palpara ME School	Domnapara	26.12083333	91.07888889	25	2 nos. (repairing needed)	Yes

Dudhnoi Revenue Circle

1	Munupara Govt. JB School	Munupara	25.9936°N	90.8563°E	60	Ladies - 1 Gents - 1	Yes
2	Khungkrajani LP School	Siluk Pt II	25.9467°N	90.7919°E	60	Ladies: 1 Gents: 1	Yes
3	Chechapani Govt JB School	Kuchdhowa Chechapani-II	26.0328°N	90.8755°E	50	Ladies - 1 Gents - 1	Yes
4	Charaimari LP School	Charaimari	25.9842°N	90.8355°E	40	Ladies - 1 Gents - 1	Yes
5	Mowamari LP School	Mowamari	25.9747°N	90.7472°E	40	Ladies - 1 Gents - 1	Yes
6	Patiarpara LP School	Patiarpara	25.9686°N	90.9103°E	50	Ladies: 1 Gents: 1	Yes
7	Lela Pukhuripara LP School	Lela	25.995°N	90.7456°E	60	Ladies - 1 Gents - 1	Yes
8	Deulguri Govt. JB School	Deulguri Pt. I	26.025°N	90.8536°E	50	Ladies - 1 Gents - 1	Yes
9	912 No. Jiyaguri LP School	Kuchdhowa Chechapani-II	26.055°N	90.84°E	90	Ladies - 1 Gents - 1	Yes
10	Prithupara ME School	Kacharipara	25.9706°N	90.8903°E	120	Ladies - 1	Yes

						Gent s- 1	
11	Banabashi ME School	Fafal	25.975°N	90.8086°E	150	Ladie s - 1 Gent s- 1	Yes
12	Dudhnoi High School	Thekashu Pt. II	25.9819°N	90.7837°E	100	Ladie s-2 Gent s-1	Yes
13	Lela High School	Lela	25.991°N	90.7456°E	400	Ladie s 2 Gent s-2	Yes
14	Amjonga High School	Charaimari	25.9704°N	90.8477°E	200	Ladie s-2 Gent s-2	Yes
15	Darrangiri HS School	Tarapara	25.9677°N	90.8967°E	100	Ladie s-1 Gent s-1	Yes

4.13. Standard Operating Procedures for Relief Camp Management in Goalpara District.

➤ Background and Rationale

The Assam State Disaster Management Manual (ASDMM), 2015 which is cabinet approved framework for relief and response based on the National Disaster Management Act, 2005 brought in a paradigm shift in planning for emergency preparedness and response and broader disaster management in the state.

The manual through relief camp management guidelines sets aside certain minimum standards to be adhered to by responsible stakeholders for providing immediate services and protection to the victims who have been rendered homeless/displaced. It is essential that the compliance to the guidelines is measured with due seriousness so as to improve upon quality of disaster response services and for bringing greater accountability among stakeholders.

This document is based on field level assessment considering the provision of 'Relief Camp Management Guideline' (Appendix-XXXV) of the Assam Disaster Management Manual, 2015. It aims to access the basic quality services provided in relief camps, to measure the compliance standard and to understand areas of improvement for effective and transparent relief camp management as mandated in the cabinet approved manual.

Some of the key recommendations made during a pilot assessment and scoring of relief camps were though forwarded to DDMA's for consideration in Relief Camp Management during flood 2019. However, there is a need for sensitizing the stakeholders on relief camp management guidelines with the following objectives:

- To access the basic quality services provided in relief camps and to measure the compliance standard as mandated in 'Relief Camp Management Guideline'
- To sensitize the officials /staff of the line departments and other stakeholders on the coordination of response and areas of improvement for effective and transparent relief camp management.
- To develop a system for accessing and improving the management of relief camps.

Purpose of the SoP

This Standard Operating Procedures (SOP) document has been developed to supplement the 'Appendix XXXV - Guideline for Relief Camp Management' of the Assam Disaster Management Manual 2015. This SOP aims at making the role and responsibilities more specific for the key personnel involved in the management of relief camps during emergencies/disasters.

Role and Responsibilities

Following are the roles and responsibilities of the key personnel attached to the relief camp management both at district level as well as at the revenue circle level.

Phase	Responsibility
Pre-disaster	<ul style="list-style-type: none"> • Ensure identification of relief camps with provisions for Child Friendly Spaces (CFS) adhering to the comprehensive and multi-hazard safety standards • Establish clear understanding and functional coordination channel between relevant line departments, SDO (Civil), Revenue Circle Officer for effective camp management as per roles defined in the SoP • Guide, monitor and ensure that the designated camps are safe from all the hazards, accessible to possible affected communities and the service providers, have basic minimum capacity and facilities to accommodate people. • Ensure that each camp's seat (intake) capacity is defined and notified. In the current context, due consideration should be given toward ensuring social distancing norms (as defined in Annexure I) • Identify suitable safe spaces and ensure procurement of related materials for setting up of temporary camps as per defined standards¹ • Establish a system of taking feedback from camp inmates and mechanism to address grievance in camp management • Guide and ensure that camp officers, in charges and other responsible functionaries from various line departments are identified, notified and capacitated to run/manage camps • Constitute and lead a District level Relief Camp Monitoring Team and Zonal Relief Camp Monitoring Team comprising of members from the line departments to ensure the proper relief camp management as per the SOP. • Ensure that documentation and reporting of relief camps are done properly • Issue directives to concerned functionaries to follow the specific guidelines laid down in the Assam DM Manual, 2015 regarding Relief Camp Management • Issue directives to responsible departments to ensure facilities/services at the designated camps: <ul style="list-style-type: none"> ○ Lighting arrangement in residential portion of camps, toilets and approach road (<u>PWD-Elec.</u>) ○ Potable water for drinking and other household purposes (<u>PHED</u>) ○ Separate, accessible (within 50 meters) and hygienic toilets (<u>PHED</u>) ○ Separate bathing units for male and female (<u>PHED</u>) ○ Separate food arrangements for children, pregnant and lactating women, ill and elderly (<u>Health and Social Welfare</u>) ○ Culturally and age appropriate clothing (if situation warrants) for inmates (<u>Revenue and DM</u>) ○ Sanitary provisions for women and girls (<u>Health and Family Welfare and ASRLM</u>) ○ Health including regular RCH services, health and hygiene education and psycho-social care arrangements in camps (<u>Health and Family Welfare, Social Welfare particularly DCPUs</u>) ○ Security and protection arrangement including monitoring of situation in regards to women and children (<u>Police, VDPs, DCPUs</u>) ○ Waste management facilities in the relief camps (<u>PHED, GP and ULBs</u>) ○ Relevant Social and Behavior Change Communication (SBCC) materials in local languages (<u>Health and Family Welfare, Social Welfare, Education</u>) ○ Educational and recreational activities in camps (<u>Education Deptt., Social Welfare Deptt.</u>) • Ensure timely procurement of Gratuitous Relief (GR) items (e.g. pre-monsoon for flooding) which will be required for operationalizing relief camps <ul style="list-style-type: none"> ○ Plan and pre-position procured items in strategic locations with a well thought out transportation plan (Mapping all the designated camps against specific storage facilities for GR) ○ Disinfectant drive at all notified Relief Camps/Camps/shelters in advance. Covered area available per person should have an average of 3.5 to 4.5 square meter. Due to COVID-19 outbreak, the minimum space has been revised to 7 sq. m. as per new guideline (at Annexure-I). Most of the conventional relief camps have

	<p>been housed in educational institution, deserted office buildings, which are devoid of hygiene and sanitation facilities (toilet and bathrooms are stained or spitted wall). These kinds of camps are not adequate enough to hold inmates in view of the COVID- 19 situation. For revamp of the same fund and time are required. Hence localized alternative Makeshift arrangements are to be made in advance.</p> <ul style="list-style-type: none"> • In view of the COVID-19 situation, managing of relief camps with social distancing is a challenge. People should be encouraged not to leave home just because their front-yard/ boundary are submerged. They would be provided relief materials as per norms. • Vulnerability mapping upto household level should be done immediately so that the administration can identify which household are least or worst affected. The worst one will populate the camps first enabling the priority wise identification of the camp inmates. • Review setting up of camps and provisions/functions of responsible departments • Constitute and activate the Relief Camp Monitoring Team to monitor the camps following relief camp assessment scorecard • Monitor and guide operationalization of camps, provisioning of essential services in camps and duty rosters of responsible functionaries at different levels • Conduct review meetings with the District Relief Camp Monitoring Team and Zonal Relief Camp Monitoring Team (every alternate days till the camps are operational) • Ensure that all stakeholders and actions notified are being adhered to • Ensure that vulnerable groups particularly children and women are given particular attention in the areas of health, food and nutrition, Water, Sanitation and Hygiene, safety and security, psycho-social care • Ensure that Child Friendly Spaces are operational in all camps where children are being taken care of (as included in the Annexure-II) • Activate Grievance Redressal mechanism for collecting and addressing feedback/complaints from camp inmates • Issue instructions/directives to concerned departments to address grievances • Ensure functional mechanisms for ensuring accountability in camp management • Utilize services of 'Pratirodhi Bondhu' volunteers and 'e-help' facilities of CSC, SPV <p>Review and declare closure of the camps considering the on-ground situation</p>
During-Disaster	<ul style="list-style-type: none"> • 1) DDMA will conduct weekly meeting to review flood management during the flood season • 2) On receipt of flood warning D.C will: Take action as per Standard Operating Procedure (SOP) prepared by the State Send relief officers along with other staff to the respective zones; Request SP to send Police party and install temporary wireless stations if required Direct Station Officer, Fire & Emergency Services to place State Disaster Response Force (SDRF) personnel along with rescue boats if required. Seek suggestion from the WR department for evacuating people from vulnerable places • 3) On occurrence of Flood the DC will: Visit the places of occurrence Ascertain the nature and extent of flood Make prompt operational decisions Assess requirement of men and materials for relief operations Call for coordinated aid Ensure that services are arranged and materials are mobilized according to the needs Supervise arrangement in Evacuation centres and Relief Camps Arrange to collect donation in cash and kind from local branches of Red Cross, UNICEF etc. & contribution from the Voluntary Organizations Requisition as and when necessary the services of the officers of various departments, Urban Local bodies and Zilla Parishads for undertaking relief works Call for Non-Officials/Volunteers/NYK, Civil Defence, Red Cross Volunteers or members of other voluntary organizations, if circumstances so warrant, to associate for such works as may be considered suitable for Secure assistance from the Army/NDRF or other Central Government Response agencies when arrangement made by civil authorities prove to be inadequate D.C will make arrangements for constructing shelter in Relief Camps if

	<p>required and will arrange in the Relief Camps sanitation and maintenance of clean lines and water During Flood Disaster Management Manual 2015 52 supply through the P.H.E.DC will, within the scales prescribed by the State, grant gratuitous relief in cash and kind to the deserving affected people. Gratuitous relief will be distributed through responsible Government officers. Details of the GR issued are to be displayed in a notice board in the Relief Camp for public information and maintenance of transparency</p> <ul style="list-style-type: none"> • DC will arrange proper distribution of relief articles received as donation in kind among the deserving affected people through the official and non-official agencies DC will arrange for taking care of the infirm, destitute, orphans, children and expectant/nursing mothers in therelief centres through the assistance of the distribution social welfare officer Supply of cooked food should generally be discouraged. DC will arrange supply of cooked food in evacuation centres/ relief camps only in unavoidable cases. Where so supplied, the quantity should as far as possible be at the scales prescribed by the State
Post-Disaster	<ul style="list-style-type: none"> • 1) DC will collect agricultural statistics from the revenue staff and the district agricultural officer about areas under crops actually affected by flood, damage to crops and the number of cultivators involved • 2) Immediately after the flood water recedes, a report on losses and damages of each district is to be submitted to the Government in the Revenue & Disaster Management Department in the form as given in Appendix X 3) • Make: 3 Assessment of the requirement and arrangement for distribution through the Agriculture department <ul style="list-style-type: none"> • i) Seeds and seedlings as grants-in-aid and • ii) Agricultural loans in cash and kind such as seeds, seedlings, manures, agricultural equipment and 3 Grant rehabilitation loans for construction repairment of houses in deserving cases among the affected people • 4) Provide in case of persons who are uprooted by erosion, alternative lands for homestead or cultivation as the case may be and also arrange for distribution among them, if necessary, Post Flood Disaster Management Manual 2015 53 agricultural grant and loans. Endeavor should however, be made to provide alternative land near about their original villages. • Contraction & closure of relief: While it is necessary to provide all kinds of relief required, it is equally essential that strict economy is exercised so that resources of the state do not get strained unduly. Generally, full pictures as to the duration of relief measures will emerge as soon as the waters have subsided. DC will judge for how long the relief operation is to be continued and when contraction/closures of operation is needed. In declaring closures of relief operation he will take the approval of the divisional commissioner and inform all concerned. The following factors should weigh in declaration of contraction/ closure of relief operation. The actual point at which relief operation can safely be closed down will depend on the severity of the crop failure. Where there has been a serious failure of Ahu crop it will usually be necessary to continue relief measures till the next Rabi crop is reaped and where there is a failure of Bao crop relief should usually be continued till such time as DC in consultation with the Commissioner may decide. In other cases, relief measures should not normally be allowed to continue longer then the situation demands. The process of gradual closure of works should normally begin as soon as the demand for field employment sets in. Also, the physical condition of the people and the extent to which private employment is available and wages earned thereby • 5) DC will submit a comprehensive report immediately after the closure of the flood relief operations in the district to the Government in the Revenue and Disaster Management

	Department through the Commissioner of Division Submit details of the loses and damages in the prescribed formats for submission of request of assistance to Government of India, if required Every concerned line department will prepare and submit plans and estimates regarding damaged infrastructure for consideration under SDRF as per the procedures laid down
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➤ **Additional Deputy Commissioner-cum-Chief Executive Officer, DDMA**

Phase	Responsibility
Pre-disaster	<ul style="list-style-type: none"> • Assist Deputy Commissioner-cum-Chairperson DDMA in initiating and completing the process of identification of relief camps with provision of child friendly spaces and breast-feeding corners • Prepare and finalize Revenue Circle wise list of identified relief camps with notified seat (intake) capacity. In the current context due consideration should be given toward ensuring social distancing norms (as defined in Annexure I) • Support Deputy Commissioner-cum-Chairperson DDMA in mapping and establishing coordination with multiple stakeholders related to relief camp management process • Coordinate and facilitate administrative processes related procurement and pre-positioning of items related to relief camps including GR, materials related to Child Friendly Spaces etc. • Ensure that relevant stakeholders are oriented on the relief camp management process and SOP. • Guide and supervise all activities related to documentation and reporting including print and circulation of standard templates for camp registration, family tickets, CFS registers, GR related templates etc. • Support Deputy Commissioner-cum-Chairperson DDMA in conducting pre-flood preparedness meetings on relief camp management • Facilitate information exchange between all responsible stakeholders regarding camp locations, targeted population and their location against each camp, coordination actions against specific standards • Support Deputy Commissioner-cum-Chairperson DDMA in issuance of advisories, orders and instructions related to relief camp management and in any other action thereof
During Disaster	<ul style="list-style-type: none"> • Ensure coordinated action among departments and stakeholders in evacuating the affected people to designated relief camps as per plan. Ensure that vulnerable groups (such as children, women, elderly, persons with disability, chronically ill) are to be given priority in the entire process and are supported according to their needs • Ensure that Child Friendly Spaces are operational in all camps where children are being taken care of (as included in the Annexure-II) • Expedite approval process for all matters related to relief camp management • Coordinate with SDO (Civil) and Revenue Circle Officers on a regular basis and facilitate inter- coordination • Visit selected relief camps to take stock of the services provided and the situation of camp inmates as well as adherence to the guidelines. • Ensure that all relief/GR items are provided in the camps in coordinated and timely manner • Provide timely guidance and support to Revenue Circle Officers on all matters related to implementation of relief camp management guidelines • Take stock of the ground situation with related departments and coordinate timely actions as per defined standards. • Address grievances/ complains of camp inmates through feedback mechanism • Mobilize and deploy 'Pratirodhi Bondhu volunteers' in providing services to the camp inmates in consultation with Revenue Circle Officer. Also coordinate with District Manager of CSC,SPV for providing services available under 'e-help' initiative. • Disinfectant drive at all notified Relief Camps/Camps/shelters in advance. • Any other action as per need as the CEO of DDMA or in support of actions for Chairperson DDMA

Post Disaster	<ul style="list-style-type: none"> Facilitate post operation visits to oversee the condition of the camps by the Relief Camp Monitoring Team Coordinate with concerned departments to ensure cleanliness, repairing etc. of the relief camps so that they can start their original functions Collect information and feedback from stakeholders for reviewing the effectiveness of the SoP at the district level and propose required changes/modifications if any Facilitate and coordinate the process of documentation of lessons learnt on camp management to guide better management of camps in future Facilitate timely completion of all administrative processes related to submission of Utilization Certificate on expenditures made in relief camp management
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➤ **Superintendent of Police**

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> Coordinate and collect list of identified relief camps from the Office of the CEO, DDMA Ensure that each Police Station has a plan in place for security proofing the identified camps during floods as they come into effect particularly focusing on preventing crime against women and children Conduct orientation of VDPs etc. on overall disaster management with specific session on relief camp management Identify and assign camp wise nodal person for coordination in matters related to safety and security in the camp, including development of deployment rosters/patrolling plans Coordinate with relevant departments and understand plans related to evacuation of affected people and animals, transportation of GR items, mobility of duty bearers for security proofing these actions Identify and make contingency plans for providing security in relief camps which are located in sensitive areas (prone to security threats) Identify camps with potential for housing large number of people and arrange for special team consisting of Police and VDP to support in relief distribution Participate and provide inputs to Deputy Commissioner and CEO DDMA in meetings related to flood preparedness including in relief camp management. Instruct OCs to participate in Revenue Circle level meetings
During Disaster	<ul style="list-style-type: none"> Instruct Officer in-Charges of respective police stations to ensure roster wise deployment/patrolling for all relief camps in order to ensure vigilance on anti-social elements around the camps in coordination with respective Revenue Circle Officers. Support district administration in evacuation of affected community. Ensure presence of VDP with clear instructions related to maintenance of safety and security in all designated camps. Home guards may be detailed for patrolling & night watch Ensure that Women Police personnel are stationed within the camps/visit each designated camp to record and address any complaints made by women and take steps to prevent abuse/ abduction of women, girls and children. Ensure that for safety and security of the women and children vigilance committees are formed consisting of women in each camp. Ensure safe transit to GR supplies to designated relief camps in coordination with respective Supply Inspector Ensure presence of police force during relief distribution in camps operated in security sensitive areas Conduct random visit to selected camps as a part of relief camp monitoring team and assure inmates about security of their property (which they have left behind while evacuating to camps) by interacting with them Issue specific instructions for patrolling and ensuring security in makeshift camps, if any

During Disaster	<ul style="list-style-type: none"> • Participate in post operation review meetings at district level and instruct OCs to participate in Revenue Circle level/Camp level meetings (if any) • Provide feedback to Deputy Commissioner or CEO, DDMA on improvement of camp management related aspects from the perspective of safety and security in future
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➤ **CEO, Zila Parishad**

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Issue instructions and guidelines to ensure GPDP planning in a way that it addresses preparedness needs such as construction of raised toilets, raised hand-pumps, approach roads, culverts, filling up of grounds which can help in camp management • Issue specific instructions and guide respective BDOs to ensure completion of the ongoing schemes specially related to roads, culverts, bunds, raised platforms, drinking water, boats (if any) etc. specific to pre-identified relief camps before the onset of flood season • Conduct Awareness meeting with PRI in collaboration with DDMA. • Participate in all meetings related to flood preparedness including relief camp management at district level and instruct functionaries to participate in such meeting at Sub-Division, Revenue Circle and Village level (as appropriate) and ensure support to agreed actions • Ensure clear instructions to officials in the department at all levels regarding support to be provided in flood management including relief camp management and provide manpower support • Mobilize and allow resource utilization for strengthening basic facilities in identified relief camps including provision of basic amenities shelters/raised platforms constructed by the department • Take steps for dissemination of information up to village level including support in evacuation and search and rescue using the existing network of P&RD department under various schemes • Explore resources and means for repairing and restoration of camp infrastructure damaged due to being used as relief camps in previous year/s • Build capacity of functionaries at all levels to enhance preparedness/resilience to overall disaster management including exclusive capacity building on relief camp management • Prioritize proposals/schemes related to strengthening infrastructure/amenities targeting relief camps
During Disaster	<ul style="list-style-type: none"> • Monitor deployment of functionaries related to P&RD in flood response including relief camp management as per the district plan of DDMA. • Conduct visit to selected Relief Camps to oversee operations as a part of the Relief Camp Monitoring Team • Participate in review meetings of DDMA and Issue timely instructions to the BDOs/PRI towards meeting immediate support need at camp level which are feasible within the ambit of the department • Support Deputy Commissioner/CEO, DDMA any other matters related to camp management

<p>Post Disaster</p>	<ul style="list-style-type: none"> • Participate in post operation review meetings at District level • Conduct post operation visits to oversee the condition of the shelters/raised platforms/department infrastructure used in flood response • Allocate resources/Prioritize proposals under appropriate scheme related to repair and maintenance of any such infrastructure which was damaged because of being used as relief camp/shelter • Instruct BDO/PRIs/Officials to support cleanliness of the relief camps so that they can start their original functions • Issue guidance/instructions to BDOs for Identifying infrastructure gaps and guide functionaries on addressing the gaps through proper utilization of schemes implemented through the BDO e.g., MGNREGS • Through structured screening, ensure GPDP plans address preparedness needs for future in the context of camp management • Mobilize PRI to include the renovation/ repairing scheme in the Gaon Sabha/ GPDP
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Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Ensure Sub-Division level preparedness related to relief camp management and prepare the Sub- Division level Relief Camp Management Plan as per guidelines • Constitute Sub-Division level Relief Camp Monitoring Team & Zonal level Relief Camp Monitoring Team • Coordinate with DDMA in identification of relief camps with provisions for child friendly spaces (as per Annexure-II) looking at safety in the respective Sub-Divisions • Issue specific guidance/instruction at all concerned for ensuring that the designated camps are safe from all hazards, accessible to possible affected communities and the service providers, have basic minimum capacity and facilities to accommodate people. • Ensure that each identified camp's seat (intake) capacity is defined and notified under the Sub- division and shared with DDMA for further approval • Assess financial and resource requirement including procurement and management costs related to camp management in the Sub- Division in consultation with RCOs and submit timely requirement to the DDMA • Selection of vendors at sub-division level to maintaining necessary formalities provide appropriate services at camp level including provision of food, cloth, electricity etc. as and when needed as per the provisions enshrined under Assam Disaster Management Manual, 2015 • Organize bi-monthly preparedness meeting with Revenue Circle Officers, Block Development Officers and line Departments under the Sub-Division before the onset of flood season • Coordinate with relevant departments at Sub-Division level involving Circle Officers and BDOs to ensure facilities/services including but not limited to the following in each of the designated camps: <ul style="list-style-type: none"> ○ Lighting arrangement in residential area, toilets and approach road including arrangement of generators as needed (<u>PWD-E</u>) ○ Potable water for drinking and other household purposes (at least 20 liters/person/day) (<u>PHED</u>) ○ Separate, accessible (within 50 meters) and hygienic toilets (<u>PHED</u>) ○ Separate bathing units for male and female (<u>PHED</u>) ○ Separate food arrangements for children, pregnant and lactating women, ill and elderly (<u>Health and Social Welfare</u>) ○ Culturally and age appropriate clothing (if situation warrants) for inmates (<u>Revenue and DM</u>) ○ Sanitary protection for women and girls (<u>Health and Family Welfare</u>) ○ Health including regular RCH services, health and hygiene education and psycho-social care arrangements in camps (<u>Health and Family Welfare, Social Welfare particularly DCPUs</u>) ○ Security and protection arrangement including monitoring of situation of women and children in Relief Camps (<u>Police, VDPs, DCPUs</u>) ○ Waste management facilities in camps (<u>PHED, ULBs & GPs</u>). ○ Relevant SBCC materials in local languages (<u>Health and Family Welfare, Social Welfare, Education</u>) ○ Educational and recreational activities in camps (<u>Education Department</u>) • In coordination with DDMA and through Circle Officers/BDO, plan and pre-position procured items in strategic locations with a well thought out transportation plan (Mapping all the designated camps against specific storage facilities for GR) • Review status of identification, authorization and orientation of camp in-charge and

	<p>Assistant Camp Officers on the Inclusive Relief Camp Management in a periodic manner with Revenue Circle Officers and BDOs</p> <ul style="list-style-type: none"> • Disinfectant drive at all notified Relief Camps/Camps/shelters in advance. • Review local preparedness for camp operation (camp level) before monsoon and on receipt of warning
During Disaster	<ul style="list-style-type: none"> • In view of the COVID-19 situation, managing of relief camps with social distancing is a challenge. People should be encouraged not to leave home just because their frontier is submerged or household is safe within the campus; they would be provided relief materials as per norms. • The vulnerability mapping up to household level should be done immediately so that we can identify which household are least and worst affected. The worst one will populate the camps first enabling the priority wise identification of the camp inmates. • Guide and support Sub-division and Zonal Level Relief Camp Management team in setting up of camps and provisions/functions of responsible departments • Monitor operationalization of camps, provisioning of essential services in camps as per pre-defined duty rosters of responsible functionaries at Circle and Camp level • Facilitate immediate decisions to fulfil requirements as per emergent situation in the Sub-Division • Issue appropriate instructions/directives in coordination with DDMA • Ensure that all stakeholders and actions notified are being adhered to • Ensure that vulnerable groups particularly children & women are given particular attention in the areas of health, food & nutrition, Water, Sanitation & Hygiene, safety & security, psycho-social care • Ensure that Child Friendly Spaces are operational in all camps where children are being taken care of (Annexure –II) • Activate Grievance Redressal mechanism for collecting and addressing feedback/complaints from camp inmates • Issue real time instructions to concerned functionaries at Sub-Division level to address grievances • Suggest DDMA on closure of the camps considering the on-ground situation in consultation with Revenue Circle Officers and BDOs
Post Disaster	<ul style="list-style-type: none"> • Conduct post operation review meetings with Revenue Circle Officers and BDOs • Conduct post operation visits to oversee the condition of the camps with relevant officials • Ensure cleanliness, repairing and re-institution of the relief camps so that they can start their original functions • Facilitate proper documentation and administrative processes for appropriate settlement.

➤ Executive Engineer – Public Health Engineering Department (PHED)

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> Coordinate with CEO, DDMA/SDO (Civil) and collect list of designated relief camps in advance Map Water, Sanitation and Hygiene situation of the designated against their stated capacity of intake during emergencies Designate Camp wise focal points from the PHED department for planning, pre-positioning and delivering WASH services during disasters/emergencies and share their contact details with DEOC Procure and pre-position (at strategic locations for rapid deployment) materials to construct temporary toilets in the designated camps e.g., Squatting Plates, Tarpaulin, bamboo etc. Map water supply needs and make arrangements including mobile water treatment vehicles, hand pumps and other sources to meet the water needs in camps Ensure that existing water sources in the designated camps are tested for quality and necessary measures to decontaminate/purify water are in place well in advance Conduct orientation of staff and ground level designated work-force on Emergency Preparedness for response and their role in relief camps Develop/adapt social and behavior change communication materials to be used in camps for safe WASH practices and keep them ready for delivery in camps Ensure that each identified relief camp is given a pre-WASH compliance certificate Make plans and ensure availability of human resource and materials for arranging basic amenities (water, sanitation and hygiene related) in make shift camp locations, raised platforms etc. Disinfectant drive at all notified Relief Camps/Camps/shelters in advance
During Disaster	<ul style="list-style-type: none"> Be responsible for the overall Water, Sanitation and Hygiene (WASH) facilities and services in the relief camps. Demonstrate Hand wash and other hygiene practices in the Relief camps. Implement aggressive awareness drive including installation of additional hand washing facilities in camps (in the context of outbreak of infectious diseases) Supervise the designated Sectional Officer (Junior Engineer) and other staffs to ensure <ul style="list-style-type: none"> availability of water (<u>20 litres/person/day and/or 1 hand pump for 200 persons</u>) safety of water sources (distance of hand pumps at least 20 feet from toilet) Adequate latrines are available and temporary latrines are set up as per need (<i>Maximum 50 Meters from the designated residential spaces</i>) latrine pits are de-sludge on time separate bathing spaces for male and female privacy in the toilets and bathing spaces proper drainage of waste water monitor safe disposal of solid waste in the available garbage bins or designated locations Implement supplementary measures as specified in the flood relief camp management guidelines in the context of COVID-19 attached (in Annexure-I). As part of the Relief Camp Monitoring Team, EE will specifically monitor the quality of the WASH facilities and materials in the relief camps, provide on-site guidance/instruction if there's any scope for improvement and provide SMART recommendations to DDMA/ SDO (Civil) for any WASH related requirement in the relief camps. Ensure that all the interventions taken up in camps are reported in the master register maintained by the camp in-charge.

	<ul style="list-style-type: none"> • Take up the activities in coordination with District administration on their written instructions.
After Disaster	<ul style="list-style-type: none"> • Ensure de-commissioning of temporary WASH infrastructure in camps (as per need) • Ensure that fixed water sources in and around camp along with other affected areas are de- contaminated • Conduct a debriefing for the designated officials on what went well and what needs to improve in future

<p>Pre- Disaster</p>	<ul style="list-style-type: none"> • Coordinate with CEO, DDMA/SDO (Civil) and collect list of designated relief camps in advance • Designate Camp wise focal points from the Health and Family Welfare department (including but not limited to Sub-Divisional Medical and Health Officer, PHC/CHC/State Dispensary/Sub-Centre staff, NHM and IDSP staff) for planning, pre-positioning and delivering health services during disasters/emergencies and share their contact details with DEOC • Develop roster of medical and para-medical staff against designated camps, issue directives to the roster members to: <ol style="list-style-type: none"> i. Screen camp inmates for diseases within 24 hours of their entry into camps ii. Conduct rapid health assessment in all camps on regular basis (not less than once a week) • Identify more quarantine center, isolation center • Identify Makeshift Hospital arrangement • Maintain list of equipment, drugs, etc. for moving to camps • Line listing of Pregnant women and children 0-1 year of age • Awareness on Dos and Don'ts during the village Health Sanitation Nutrition meeting • Ensure provisions for emergency transportation including ambulances for all camps (an ambulance to be stationed in case of camps having a capacity of 500 and more) • Ensure that all camps are mapped against their nearest health centre and emergency medicine (e.g., anti-venom stock) are available in these health centers • Map flood vulnerable villages and camps which are endemic to certain vector/water borne diseases and undertake preventive steps to contain disease outbreak • Conduct orientation of Medical and Para-Medical staff on preparedness for response • Ensure that health supplies (including vaccines and medicines) are pre-positioned, contingency plans are ready and transportation arrangements are made to deliver services in camps/safe places where affected people are taking shelter • Develop/adapt disease protocols and communication materials in local language and ensure their availability in designated camps • Identify and designate therapeutic counsellors for deployment on roster basis in the camps and build their capacity to tackle emergency situations • Ensure that frontline workers (ASHA/ANM/MPWs/CHOs) are oriented to provide scenario based health education to camp inmates • Ensure that female gynecologist and obstetricians, pediatricians and other specialized doctors are kept on roster and are oriented/supported to visit the designated camps and provide necessary services • Ensure planning for mosquito and rodent control in the designated camps and ensure timely procurement of necessary items (this is done in general, need to be extended to the camps during emergencies) • Act upon learning points from previous year • Identify additional quarantine shelters/Isolation facilities to house people under quarantine (symptomatic/asymptomatic) • Ensure availability of adequate PPE for frontline workforce in vulnerable locations/camps • Develop plans and mobilize resources for establishing and operating temporary hospitals as per requirement
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During Disasters	<ul style="list-style-type: none"> • Be responsible for the overall health interventions and services in the relief camps. • Coordinate with ADC & CEO, DDMA/ SDO (Civil) to implement health services in designated camps and other safe shelters <p>Supervise, guide and monitor the functioning of designated medical and para medical staff in conducting initial screening, weekly rapid health assessment, regular health check-ups and routine immunization in designated camps/safe shelters and child friendly spaces</p> <ul style="list-style-type: none"> • Ensure availability, transportation and use of basic medical supplies (as per norms) in designated camps • Monitor any disruption in health service delivery and conduct special drives in camps related to vaccination, immunization, special screening etc. • Ensure visit by specialized medical professionals (female obstetricians, pediatricians and other specialized doctors) in camps • As part of the Relief Camp Monitoring Team, JDHS will specifically monitor the quality of the health facilities and services in the relief camps, provide on-site guidance/instruction if there's any scope for improvement and provide SMART recommendations to ADC for any health-related requirements in the relief camps • Ensure that all the interventions taken up in camps are reported in the master register maintained by the camp in-charge • Reporting to head quarter on a regular basis with clear, specific limits. • Arrange fogging to prevent mosquito and other flying insects and related diseases in the relief camps. Eliminate breeding places of mosquito and rodent inside the camp premises. • Conduct special awareness drive, screening and other safety actions related to COVID and other infectious diseases (refer to Annexure-I) to contain spread of any disease in the camps. • Implement all health safety protocols in relief camps • Reflecting on any special need, shortfall of manpower/ drugs etc. • Explore the collaboration with the Doctors of non-governmental organization/ private practitioners etc.
Post Disaster	<ul style="list-style-type: none"> • Ensure that each of the designated camps have been covered with vector/rodent control (after their closure) to prevent any further outbreak while they get back to their normal function (mostly camps are schools) • Provide a detailed report to the DDMA on interventions taken up by the department in camps/other safe shelters • Conduct a debriefing for the designated officials on what went well and what needs to improve in future

➤ **District Social Welfare Officer – Department of Social Welfare**

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Mapping the Child Friendly Space (CFS) in designated relief camps (as in Annexure-II). • Coordinate with CEO, DDMA/SDO (Civil) and collect list of designated relief camps in advance • Designate Camp wise focal points from the Social Welfare department (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 and share their contact details with DEOC. • Develop roster of Anganwadi workers and helpers as per designated relief camps and ensure their services for the followings: <ol style="list-style-type: none"> i. Setting up safe spaces for women and children. ii. Ensure counselling of pregnant women, lactating mothers on Infant and young child feeding during emergencies (during and post flood and other such emergencies) iii. Explore possibility of continuing services provided to children 0-6 years through ICDS centres while they are in the camps iv. Ensure counselling and other activities with Adolescent girls and women (as appropriate) for safer menstrual hygiene management during their stay in the camp v. Assisting ANM and other health team members in related services • Conduct orientation of Social Welfare Functionaries at all levels on preparedness for response • Assign Counsellors working under the department for periodic visit and necessary psycho-social support to camp inmates particularly children and women and build their capacities for the same • Ensure that frontline workers (Supervisors/AWWs/Helpers) are oriented to provide scenario based health education to camp inmates • Explore possibility of procuring culturally appropriate sanitary protection for women and girls in relief camps • Explore feasibility of pre-positioning nutrition supplies (mapped against Anganwadi centres) to be used during emergencies in designated camps.
During Disasters	<ul style="list-style-type: none"> • Be responsible for the overall child protection and nutrition services in the relief camps. • Coordinate with ADC & CEO, DDMA to implement child protection and nutrition services in designated camps and other safe shelters • Supervise, guide and monitor the functioning of designated social welfare staff in conducting their assigned jobs • Monitor any disruption in service delivery of anganwadi centres and ensure functioning of child friendly spaces in the designated relief camps where child related services can be delivered • Ensure visit by trained counselors (working in the department) in camps on period basis to provide psycho-social support services • Ensure that mal-nourished children get special attention and services in the camps and referral (if needed) • As part of the Relief Camp Monitoring Team, DSWO will specifically monitor the quality of the child protection and nutrition services in the relief camps, provide on-site guidance/instruction if there's any scope for improvement and provide SMART recommendations to ADC for any related requirements in the relief camps • Ensure that all the interventions taken up in camps are reported in the master register maintained by the camp in-charge

Post Disaster	<ul style="list-style-type: none"> • Provide a detailed report to the DDMA on interventions taken up by the department in camps/other safe shelters • Conduct a debriefing for the designated officials on what went well and what needs to improve in future • Conduct lessons learnt meeting with deployed officials and revise the SoP accordingly for the district concerned
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Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Coordinate with CEO, DDMA/SDO (Civil) and collect list of designated relief camps in advance • Designate Camp wise focal points from the Education department (including but not limited to DPOs, BEEOs, CRCCs, Teaching and Non-Teaching staff for planning, pre-positioning and delivering Education in Emergency related services (and share their contact details with DEOC). • Develop roster of Teaching and Non-Teaching Staff as per designated relief camps and ensure their services for the followings: <ol style="list-style-type: none"> i. Setting up safe spaces for women and children (Child Friendly Spaces). ii. Age-group wise educational and recreational activities with children in the camp iii. Support in camp management including data and records management iv. Map educational needs of children (supplementary education) staying in camps as well as those whose education is impacted because of school being used as relief camps v. Coordinate with functionaries of Social Welfare, Health and other relevant departments operational a camp level • Conduct orientation of Functionaries of Education Department at all levels (not limited to teachers) on preparedness for response • Explore feasibility of pre-positioning 'Education in Emergency' supplies such as emergency education kit (Including stationaries, recreation kits, storybook collection and additional supply of text book) for children in camps. • Explore feasibility of establishing temporary educational infrastructure (such as tents, temporary schools with locally available materials) for schools, which are regularly used as relief camps and suffer loss of instructional days. • Ensure mechanism for rapid re-start of schools used as camps
During Disasters	<ul style="list-style-type: none"> • Be responsible for the overall education services in the relief camps. • Coordinate with ADC & CEO, DDMA to implement education services in designated camps and other safe shelters • Supervise, guide and monitor the functioning of designated education department staff in conducting their assigned jobs • Monitor any disruption in service delivery of schools and ensure functioning of child friendly spaces in the designated relief camps • As part of the Relief Camp Monitoring Team, IS/DEEO will specifically monitor the quality of the education and recreation services in the relief camps, provide on-site guidance/instruction if there's any scope for improvement and provide SMART recommendations to ADC for any education- related requirements in the relief camps • Ensure that all the interventions taken up in camps are reported in the master register maintained by the camp in-charge
Post Disaster	<ul style="list-style-type: none"> • Provide a detailed report to the DDMA on interventions taken up by the department in camps/other safe shelters • Conduct a debriefing for the designated officials on what went well and what needs to improve in future • Conduct lessons learnt meeting with deployed officials and revise the SoP accordingly for the district concerned

➤ **District Project Officer – District Disaster Management Authority (DDMA)**

Phase	Responsibility
Pre-disaster	<ul style="list-style-type: none"> • He will act as a nodal officer to establish a network with NGOs in the district and liaise on regular basis and ensure their participation in DDMA. • Ensure timely reporting at all levels • Coordinate with FOs and other department officials • Facilitate the selection and designation of relief camps including child friendly spaces in emergencies • Map stakeholders for relief camp management in the respective district • Support the DC/ADC (CEO-DDMA) in issuing letters and directives to concerned departments/stakeholders • Make/update e-directory of camps with coordinates, seat capacity capacity, status of basic amenities/facilities and name with contact details of designated officials • Design and develop/adapt modules/plans for capacity building of responsible stakeholders on relief camp management in consultation with ASDMA (HQ) • Visit designated camp sites (pre-disaster) and make consultative plans on camp lay out for effective planning with stakeholders • Develop and share in advance various protocols including reporting template, camp-inmates' ID card/tickets, registers at camp level for registering services provided by departments and others in camp etc. • Develop own understanding and orient Field Officers on relief camp assessment scorecard • Support DC/ADC in ensuring all preparedness actions are done related to relief camp operationalization and management
During Disaster	<ul style="list-style-type: none"> • Support DC/ADC in operationalizing camps • Support DC/ADC in issuing real time orders/notifications • Coordinate with respective departments/stakeholders and ensure timely and well-coordinated response • Map additional stakeholders pouring in with resources during response phase • Assist the concerned ADC to coordinate the field visits as part of the Relief Camp Monitoring Team. • Activate Relief Camp Assessment by designated 'Assessors' for a comprehensive picture • Develop and share SitReps to ASDMA with complete information on camps and services provided in camps (As per agreed template) • Assess camp wise needs and support deployment of resources (real time) as per need/gaps • Assess and advise the DC/ADC on the closure of the camps
Post Disaster	<ul style="list-style-type: none"> • Monitor the camp closure process particularly cleaning and re-instigation of the camp site to its original position (particularly schools) • Compile (with support of ASDMA) camp wise scores and findings of the monitoring visit and debrief the stakeholders on future considerations • Develop action plan for improving relief camp management for next phase/year based on the current experience • Support DC/ADC in revision of the SoP, including/excluding relevant/irrelevant stakeholders and making it more useable/practicable

➤ **District Veterinary Officer**

Phase	Responsibility
Pre-flood	<ul style="list-style-type: none"> Identify high lands where green fodder is available like tea gardens, PGR/VGR etc. and arrange for collection of green fodder from Tea garden management authority Lead the process of identification of cattle shelter for floods in coordination with Chairperson/CEO, DDMA and instruct officials to lead the same at Sub-Division, Revenue Circle and Village level in coordination with SDO (Civil), Revenue Circle Officer and Block Development Officer Prepare preparedness plan for cattle rescue and transfer to safe shelters. Coordinate with DDMA to identify relief camps which also have capacity/provision to shelter cattle Procure and pre-position cattle feed/vaccines etc. at strategic locations to cater to needs of all identified cattle shelters Coordinate with DDMA/SDO (Civil)/RCO and plan for transportation and distribution of cattle feed in identified camps/shelters Identify and strategize manpower and material for safe disposal animal carcasses away from human shelters/relief camps in coordination with DDMA/ SDO (Civil) Build capacity of department's workforce in effective management cattle shelters/camps including safe disposal animal carcasses Participate in all preparedness meetings at district level and instruct officials to participate in the same at Sub-Division, Revenue Circle and village level (as feasible)
During Disaster	<ul style="list-style-type: none"> Rescue of animals during flood and other disaster situation and bring them to relief camps Ensure proper reporting of daily flood report/situation report (in prescribed format to RCO/DDMA) and documentation To ensure prevention of epidemic diseases with livestock health and vaccination programme (pre-flood, during and post flood scenario) Ensure provision of temporary shelters for animals in previously recognized higher platforms Distribution of feed and fodder to the farmers affected by the flood or other disasters Collect green fodder from Tea Estate and other sources. Distribution of veterinary medicines and feed supplements at the relief camps, where cattle farmers are taking shelter Organizing animal health camp in affected area (during and post flood relief camps) – to organize animal health camps schools, GP offices or other raised areas which have been used as Relief Camps Sensitization of affected areas with bleaching powder. Ensure disinfection of affected cattle sheds by IRT and other local bodies with strict supervision of departmental officials Ensure safe carcass disposal from the flood/disaster affected areas during and after disaster with the help of civil administration Ensure compensations of livestock loss of farmers with the help of civil administration Coordination with local Govt. and Non Govt. bodies for further action during disaster situation
Post Disaster	<ul style="list-style-type: none"> Provide a detailed report to the DDMA on interventions taken up by the department in camps/other safe shelters Conduct a debriefing for the designated officials on what went well and what needs to improve in future Conduct lessons learnt meeting with deployed officials and revise the SoP accordingly for the district concerned

➤ **Deputy Director, Food and Civil Supplies**

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Coordinate with DDMA/SDO (Civil)/Revenue Circle Officer and collect the details regarding identified relief camps with detailed coordinates • Coordinate DDMA/SDO (Civil)/Revenue Circle Officer and collect detailed GR requirement and make procurement/supply plans accordingly, make transportation arrangements in advance • Instruct Supply Inspectors to develop Revenue Circle level transit plan for transportation of GR to designated relief camps and share the plan with RCO • Maintain sufficient stock (including buffer stock) of rice and other GR items at all levels particularly during the flood season (March-October), liaising with FCI and open market stocks • Pre-position GR stock at strategic locations for covering vulnerable hard to reach areas which may get cut off during floods • Maintain sufficient stock of PoL at all levels including maintaining buffer stock for flood season • Participate in all preparedness meetings at district level and instruct officials to participate in such meetings at Sub-Division and Revenue Circle level • Conduct meeting with supply officials to review their plans and exchange locations and capacity of camps • Be ready to support DDMA in any other related matter with regard to GR and supplies in the context of relief camp management
During Disaster	<ul style="list-style-type: none"> • Ensure timely mobilization and transportation of GR to all designated places and relief camps • Effectively manage human resource to reduce time laps and increase efficiency in supplies • Update Chairperson/CEO, DDMA/SDO (Civil) and Revenue Circle Officer on action taken and issues and challenges • Execute transit plan for GR in a smart and strategic manner to ensure holistic coverage in relatively less time. • Ensure timely requisition and refilling of stock of essential supplies • Support RCO in distribution of GR as per norms in relief camps • Regularly review response with Supply Officials
Post Disaster	<ul style="list-style-type: none"> • Provide a detailed report to the DDMA on interventions taken up by the department in camps/other safe shelters • Conduct a debriefing for the designated officials on what went well and what needs to improve in future • Conduct lessons learnt meeting with deployed officials and revise the SoP accordingly for the district concerned • Improve departmental infrastructure and skills of the manpower based on learning for better delivery of services in future emergencies

➤ Revenue Circle Officer

Phase	Responsibility
Pre Disaster	<ul style="list-style-type: none"> • Be responsible for identification of relief camps with provisions for child friendly spaces in the respective Revenue Circle/Community Development Block in due consultation with concerned departments and submit it to DC/ SDO (Civil) and DDMA for approval • Ensure that designated camps are safe from all hazards, accessible to possible affected communities and the service providers, have basic minimum capacity and facilities to accommodate people. • Ensure that each identified camp's seat capacity is defined and notified as per social distancing norms (current COVID Context and future infectious disease outbreak context) under the Revenue Circle/CD Block and shared with SDO (Civil) and DDMA • Assess financial and resource requirement related to operation and management of camps in the Revenue Circle/CD Block and appraise DC/SDO (Civil) in time before the onset of flood season • Participate in bi-monthly preparedness meeting with SDO (Civil) at Sub-Division level before the onset of flood season and also participate in pre-flood meetings of DDMA with relevant plans and details • Organize Relief Camp Management Training among the notified staff and officers, NGOs/CBOsetc. • Coordinate with relevant departments at Revenue Circle level to ensure facilities/services in each of the designated camps: <ul style="list-style-type: none"> ○ Lighting arrangement in residential area, toilets and approach road including arrangement of generators as needed (<u>PWD-E</u>) ○ Potable water for drinking and other household purposes (at least 20 liters/person/day) (<u>PHED</u>) ○ Separate, accessible (within 50 meters) and hygienic toilets (<u>PHED</u>) ○ Separate bathing units for male and female (<u>PHED</u>) ○ Separate food arrangements for children, pregnant and lactating women, ill and elderly (<u>Health and Social Welfare</u>) ○ Culturally and age appropriate clothing (if situation warrants) for inmates (<u>Revenue and DM</u>) ○ Sanitary protection for women and girls (<u>Health and Family Welfare and ASRLM</u>) ○ Health including regular RCH services, health and hygiene education and psycho-social care arrangements in camps (<u>Health and Family Welfare, Social Welfare particularly DCPUs</u>) ○ Security and protection arrangement including monitoring of situation of women and children as well as separate species such as breast-feeding spaces in camps (<u>Police, VDPs, DCPUs</u>) ○ Waste management facilities in camps (<u>PHED, GP and ULBs</u>) ○ Relevant SBCC materials in local languages (<u>Health and Family Welfare, Social Welfare, Education</u>) ○ Educational and recreational activities in camps (<u>Education Department</u>) • Share templates and formats with camp in-charges for data management including registration of people taking shelter in camps • In coordination with DDMA/SDO (Civil), plan and pre-position procured items in strategic locations with a well thought out transportation plan (Mapping all the designated camps against specific storage facilities for GR) in the Revenue Circle • Identification authorize and orient camp in-charge and Assistant Camp Officers on Inclusive Relief Camp Management in a periodic manner in consultation with SDO (Civil) and DDMA. This will include issuance of ID Card to Camp In-charges • Review local preparedness for camp operation (camp level) before monsoon and on receipt of warning, develop minutes of the review and submit detailed report to SDO

	<p>(Civil) and DDMA</p> <ul style="list-style-type: none"> Identify NGOs/CBOs present/having projects in the Revenue Circle and make a plan for effective utilization of their support in camp management process including sharing details of camps identified, population targeted and type of services to be provided. This shall include finalization of list of NGOs, delegation of responsibilities including in evacuation, camp management, relief distribution etc. Formation of Evacuation and Rescue teams at Circle and Village level with participation of stakeholders from various government department, NGOs and communities. The citizens should know when and how to reach their designated relief camps as per plan. Ensure provision for motor transport (boat/Vehicle) to evacuate people to designated relief camps. Make a plan in advance to discourage shelter in embankments by arranging alternate camp sites as feasible Arrange for distribution of relief in the camps in a systematic manner. Constitute in advance camp management committees for each designated camp including members from Revenue, P&RD, Health, PHED and Social Welfare Regularly assess and evaluate the open market stock and GPSS (Cooperative Society) of rice through Supply Inspector and stock of PoL in Petrol Pumps <ul style="list-style-type: none"> Submit a standard compliance cum camp wise preparedness report to DC/ SDO (Civil) well in advance of the flood season
During Disaster	<ul style="list-style-type: none"> Be responsible for evacuation of people to designated relief camps (as pre-identified plan) in the event of receipt of warning for possible flood with activation of Circle and Village level evacuation teams Be responsible for coordinating setting up of camps and provisions/functions of responsible departments under the jurisdiction of Revenue Circle Operationalize camps, provisioning of essential services in camps as per pre-defined duty rosters of responsible functionaries at Revenue Circle and Camp level Ensure proper registration and data management in camps as per pre-defined templates Ensure that camp inmate families are provided with tickets during entry/registration. The ticket should have their identity, and details of services/supplies received during their stay in the camp and should be updated as and when they are provided with any supply/service Ensure that all stakeholders and actions notified are being adhered to. Issue realtime instructions in accordance with the provision of the camp management guideline and report to DC/SDO (Civil) for any deviation and non-compliance related issue by stakeholders Take appropriate action and ensure that vulnerable groups particularly children and women are given particular attention in the areas of health, food and nutrition, Water, Sanitation and Hygiene, safety and security, psycho-social care Ensure distribution of GR as per norms in the camps Ensure that Child Friendly Spaces are operational in all camps where children are being taken care of Ensure that GR Display Board is being provisioned in each designated camps which is updated on daily basis Activate Grievance Redressal mechanism for collecting and addressing feedback/complaints from camp inmates. Appraise the DC/SDO (Civil) on concerns and feedback received. <p>Recommend DC/SDO (Civil) on closure of the camps considering the on-ground situation in</p>

Post Disaster	<ul style="list-style-type: none"> • Conduct post operation review meetings with Camp in Charges and relevant departments and participate in such meetings at Sub-Divisional level and District level • Conduct post operation visits to oversee the condition of the camps with relevant officials • Ensure cleanliness (disinfection and whitewash), repairing and re-institution of the relief camps so that they can start their original functions • Facilitate proper documentation and administrative processes for appropriate settlement
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➤ **Block Development Officer**

Phase	Responsibility
Pre Disaster	<ul style="list-style-type: none"> • Work in close coordination with DDMA and Revenue Circle Officer in the process of identification of camps. • Map existing infrastructure created/promoted by the Block Development Office which can be used for flood relief camps for human or for animals and share the list with Revenue Circle Officer (RCO) • Ensure basic minimum facilities including drinking water and sanitation, handwashing facilities in such infrastructures which are mapped for setting up relief camps • Conduct orientation/trainings of PRIs/SHGs and beneficiaries/participate in trainings conducted by DDMA/SDO (Civil)/RCO on matters related to disaster management including relief camp management. • Participate in preparedness meetings at DDMA/Sub-Division level before the onset of flood season as and when called for • Develop and regularly update a list of manpower (staff and volunteers) of the department who can be engaged in disaster response including relief camp management and to ensure training/ orientation. • Support DDMA/ SDO (Civil)/ Revenue Circle Officer in coordination with relevant departments/stakeholders to ensure facilities/services as per guidelines • Issue timely notifications to Gaon Panchayats for support in flood response including relief camp management • Agree on pre-identified responsibilities between the Revenue and Gaon Panchayat officials in camp management process • Support Revenue Circle Officer to plan and pre-position procured items in strategic locations with a well thought out transportation plan (Mapping all the designated camps against specific storage facilities for GR) in the Revenue Circle • Identify NGOs/CBOs/ SHGs etc. who can support in camp management process, develop their deployment roster in coordination with Revenue Circle Officer & orient them on their role e.g. in the context of organizing GR distribution, support in operating child friendly spaces etc. • Before floods, complete the ongoing schemes specially related to roads, culverts, raised platforms, drinking water etc. specific to pre-identified relief camps including repairing of Panchayat owned boats before the onset of flood season • Facilitate GPDP planning in a way that it address preparedness needs such as construction of raised toilets, raised hand-pumps, approach roads, culverts, filling up of grounds which can help in camp management.

During Disaster	<ul style="list-style-type: none"> • Support RCO in setting up of camps and provisions/functions of responsible departments under the jurisdiction of Revenue Circle/CD Block • Monitor deployment of functionaries related to P&RD in flood response including relief camp management • Jointly with RCO, ensure stakeholders and actions notified are being adhered to. Issue realtime instructions in accordance with the provision of the camp management guideline and report to DC/ SDO (Civil) for any deviation and non-compliance related to issue by stakeholders • Ensure mobilization of frontline workforce including NGOs/ CBOs/SHGs who have been pre- identified and oriented to support relief camp management process • Participate in reviews conducted by DDMA/SDO (Civil)/RCO • Support Revenue Circle Officer in any other matters related to camp management
Post Disaster	<ul style="list-style-type: none"> • Participate in post operation review meetings with Camp in Charges and relevant departments and participate in such meetings at Sub-Divisional level and District level • Conduct post operation visits to oversee the condition of the camps with relevant officials • Jointly with RCO, ensure cleanliness, repairing and re-instigation of the relief camps so that they can start their original functions • Facilitate proper documentation and administrative processes for appropriate settlement. • Identify gaps infrastructure and guide functionaries on addressing the gaps through proper utilization of schemes implemented through the BDO e.g., MGNREGS • Facilitate GPDP planning in a way that it address preparedness needs for future in the context of camp management

Operationalize the Child Friendly Spaces (CFS)

Child Friendly Spaces (CFS) are the designated place within the relief camps, where children are provided a safe environment, integrated programs including play, re-creation, education, health and psycho-social support to be delivered by the related line department/agencies. The purpose of CFS is to support the resilient and well-being of children and young people through, structured activities conducted by community/ line departments in a safe, friendly and stimulating environment. The detail guideline for operationalize the CFS in the current context of COVID-19 has been enclosed at **Annexure-II**.

Camp Level SoPs:

➤ Gaon Burah / P & RD Officials / PRI Members (GP President/AP Member/Ward Member)/ VCDC (Chairman and Members) in 6th scheduled areas

- Coordinate with Circle Officer and local government functionaries responsible for camp management.
- Follow the Directives issued by DDMA/RC Administration on services to be provided in camp
- Support Circle Administration in pre-identification of camps, pre-positioning of essential items (as the case may be) and other preparatory processes related to camp management
- To undertake measures to pre-identify the community halls of the Panchayat & Rural Development department located in high lands which can be used as relief camps during flood or any other disasters
- Help the local civil administration to select pre-identified areas for proper disposal of waste materials/ hazardous materials in order to maintain hygiene and cleanliness of the relief camp campus
- Participate in capacity building initiatives undertaken by the CO on Camp/Disaster Management
- Identify volunteers and leading citizens and encourage them to support in managing day to day affairs in the camp
- Support operationalization of the camp including public announcement, general administration of the camp (including management of supplies).
- Keep an inventory of all supplies, materials and services provided in the camp
- Properly plan schedule of services (registration of inmates, food distribution/preparation, organization of kitchen, services to children, pregnant women, lactating mothers, diseased, disabled, elderly etc.)
- Support in establishing help-desk in the camp which remains functional throughout camp duration.
- Support arranging locally available materials as may be required for various camp needs
- Provide information and encourage camp inmates to return to their homes as the situation improves
- Support Revenue Circle Administration in any other function as and when required related to relief camp management

➤ **School Teacher**

- Participate in capacity building activities conducted by the DDMA/RC Administration
- Follow the Directives issued by IS/DEEO on services to be provided in camp
- Teacher/Non-Teaching staff designated as Camp In-charge (if school is used as Relief Camp) shall ensure registration of all inmates, issuing tickets during entry/registration. The ticket should have their identity, and details of services/supplies received during their stay in the camp and should be updated as and when they are provided with any supply/service
- He/She should also discharge all functions as stated above for Gaon Burah/PRI Members
- Teachers who are designated for Child Friendly Spaces shall ensure all functions as stated in the Child Friendly Spaces guideline particularly focusing upon age and situation specific education and recreation services
- Ensure special provisions for the children with disability in the relief camps along with special care for their education and make sure the same in the CFS as well
- Teachers (from schools used as relief camps and closed for educational activity) shall support the operationalization of Child Friendly Spaces in the camps
- They should also explore feasibility of operationalizing of temporary schools using locally available/pre-procured resources to reduce loss of instructional days
- Teachers shall help inmates in keeping the school clean, protecting school infrastructure and resources and in managing services in the camp under the supervision of the Camp In-Charge
- They should support in ensuring rapid re-start of schools once the camps are declared as closed
- Be on duty throughout camp duration and plan academic activities according to the situation

➤ **Auxiliary Nurse Midwife (ANM), Multi-Purpose Workers (MPWs) and Accredited Social Health Activist (ASHA)**

- Participate in capacity building activities conducted by the DDMA/ SDO(Civil)/ Revenue Circle Officer
- Follow the Directives issued by JDHS on services to be provided in camp
- Coordinate with Camp In-Charge and collect details of pregnant women, lactating mothers, infants, persons with chronic diseases etc.
- Under the guidance of the responsible Medical Officer, be deployed in designated camps for basic health check- up, disease surveillance, share information on good health and hygiene practices with the camp inmates.
- Map medicinal needs of the camp inmates (prescriptive) and maintain a database accordingly. Monitor the availability of prescribed medicines and their intake by inmates suffering from chronic diseases
- Conduct special drives with pregnant women, lactating mothers and infants encouraging appropriate Infant and Young Child Feeding
- Keep track of mother and child health in the camp including their feeding, medical needs etc
- Arrange fogging to prevent mosquito and other flying insects and related diseases. Eliminate breeding places of mosquito and rodent inside the camp premises.
- Spend dedicated time every day to discuss about menstrual hygiene, sexual and reproductive health and rights with women and adolescent girls in the dedicated space created for women and adolescent girls. ANM and ASHA must insist the Assistant Camp Officer to setup a dedicated privacy space for women and adolescent girls if it is not setup.
- Give special attention to malnourished children in the relief camps, monitor and report daily on the status of those malnourished children to the responsible Medical Officer.
- Provide psychosocial support to those relief camp inmates who have experienced violence, are in a trauma due to the disaster and/or lost any family member or friends.

- Health check-ups, immunization, etc. under the Integrated Child Development Services (ICDS) and other programmes for children, women and adolescent girls can be integrated with a CFS facility by ANM and ASHA.
- Be on duty throughout camp duration and plan activities according to the situation

➤ **Anganwadi Supervisor/Anganwadi Worker (AWW)/Helper**

- In Child Friendly Spaces set up in the camps, provide appropriate services as defined in the Child Friendly Spaces guideline (in **Annexure –II**)
- Participate in capacity building activities conducted by the DDMA/RC Administration
- Follow the Directives issued by DSWO on services to be provided in camp
- Be deployed in designated relief camps and provide nutritious food and supplements to children and women beneficiaries of the respective AWC taking shelter in the camp. AWWs shall conduct a mapping of children as per their enrolment in AWCs as children enrolled in different AWCs may take shelter in one camp. Discuss with CDPO and chalk out joint strategy in advance for delivering routine ICDS services in the camps
- Coordinate with Camp In-Charge and the health functionaries and collect details of pregnant women, lactating mothers, infants etc.
- Give special attention to malnourished children in the relief camps, monitor and report daily on the status of those malnourished children to the responsible CDPO and DSWO.
- Spend dedicated time to discuss about menstrual hygiene, sexual and reproductive health and rights with women and adolescent girls in the dedicated space created for women and adolescent girls. AWW must insist the Assistant Camp Officer to setup a dedicated privacy space for women and adolescent girls if it is not setup. This may be in the form of Breastfeeding Corner set up in the Child Friendly Spaces
- Support health functionaries in providing mother and child health services in the CFS set up.
- Conduct exclusive one-to-one counselling sessions with pregnant women and lactating mothers (with support of ANM)
- Be on duty throughout camp duration and plan activities according to the situation

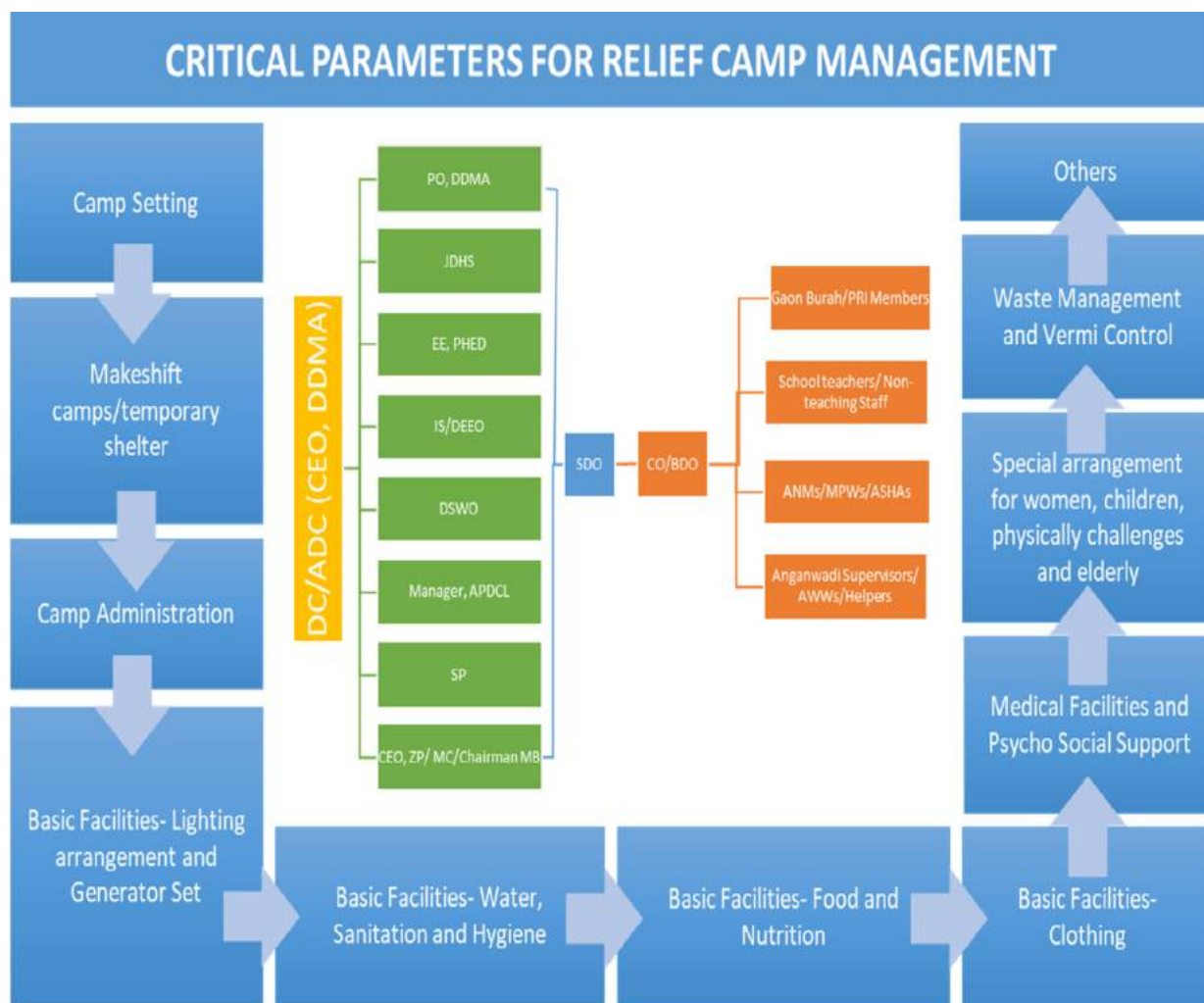
SoP for NGOs/ CBOs/ Pratirodhi Bondhu Volunteers:

➤ SoP for NGOs/CBOs in relief camp management

Phase	Responsibility
Pre-Disaster	<ul style="list-style-type: none"> • Participate in preparedness meetings related to relief camp management conducted by DDMA/SDO (Civil)/Revenue Circle Officer • Share list of trained and skilled staff and volunteers who can support in evacuation, rescue of affected people/cattle to designated camps, supporting actions related to food distribution and other support services in camp management • Share with DDMA/SDO (Civil)/RCO the details of activities related to disaster preparedness with geographical presence • Share details of any infrastructure and tools (e.g., vehicle, boat etc) of the organization with seat (intake) capacity that can be used as relief camps. • Support Gaon Burah/PRI members/Revenue Circle Officer in identifying appropriate relief camps in hard to reach vulnerable locations • Support in capacity building of stakeholders on various aspects of disaster management including relief camp management • Create awareness among communities on camp location, camp management guidelines, safety protocols and related matters • Be part of the Circle and Village level Evacuation and Rescue Teams • Provide inputs and suggestions in overall preparedness planning for disaster management including relief camp management at District/Sub-Division/Revenue Circle level • Mobilize resources for setting up of camps as per guidelines in hard to reach areas and share plan/information with DDMA/SDO (Civil)/Revenue Circle Officer • Strengthen Inter-Agency Coordination among NGOs/CBOs for coordinated support in relief camp management
During Disaster	<ul style="list-style-type: none"> • As a part of evacuation and rescue teams, support evacuation of affected people/cattle to designated relief camps • Support systematic registration and on-boarding of evacuated people in designated camps • Support operation of child friendly spaces with breast feeding corners in relief camps • Support in queue management, social distancing and other specific actions in camp setting as per guidelines attached as annexure 1 • Conduct targeted risk communication and community engagement activities in relief camps with camp inmates • Support augmenting basic amenities in relief camps • Provide GR through self-mobilized resource to supplement government efforts. Efforts shall be made to ensure no duplication in supplies • Wherever feasible support establishing kitchens for providing culturally appropriate, safe and adequate food for the camp inhabitants. • Support documentation of experiences and lessons learnt including camp level assessments for adherence to guidelines • Support DDMA/SDO (Civil)/Revenue Circle Officer in any other action related to camp management
Post Disaster	<p>up by the organization in camps/other safe shelters</p> <ul style="list-style-type: none"> • Conduct lessons learnt meeting with staff and volunteers • Provide feedback to DDMA/SDO (Civil)/Revenue Circle Officer for improving relief camp management process • Contribute towards cleaning, repairing/restoration of any infrastructure damages due to being used as relief camps

➤ **SoP for Volunteers (Pratirodhi Bondhu/ Aapda Mitra volunteers/ NSS/ NCC/ NYK/ Red Cross/SHGs and others)**

Phase	Responsibility
Pre- Disaster	<ul style="list-style-type: none"> • Register through appropriate platform of Government with details including period of availability and willingness to contribute towards relief camp management process • Participate in any orientation/training conducted by government or NGOs related to camp management • Be in contact with Field Officers of DDMA and participate in the camp identification process • Be part of the Revenue Circle/Village level Evacuation and Rescue Teams and understand the roles and responsibilities • Read and understand the relief camp management guidelines and various functions related to camp management • Familiarize yourself with documentation process including camp level registration, family ticketing system, maintaining GR records etc • Collect contact number of relevant officials and nodal officers responsible for providing various category of services in the relief camps
During Disaster	<p>SPV, Assam. e-help will arrange the availability of 'Dignity kit' of NDRF at their help desk.</p> <ul style="list-style-type: none"> • Support Camp-in-charge in setting up and manning registration counter and e-help desk • Support maintaining social distancing, promoting hand washing, personal hygiene and other measures as recommended in Annexure 1 • Support during relief distribution including queue management, proper documentation and reporting • Support in conducting various activities with children in child friendly spaces • Take actions to maintain hygiene and safety in camps • Support in camp closure processes • Provide any other support required by camp-in-charge
Post Disaster	<ul style="list-style-type: none"> • Support cleanliness drive including bringing back the camp infrastructure to its original form for continuing its routine function • Share your experience and learning to DDMA through the Field Officers • Provide feedback based on your learning to improve overall relief camp management process



1. Component wise Benchmarks

Components	Responsible Departments	Minimum Benchmarks
Administration and Management of Camps	Revenue and DM, Education, P&RD, ULB, APDCL	<ul style="list-style-type: none"> All affected people have information about the location of camps and have means to reach the location All camps have necessities and facilities as per the Assam DM Manual, 2015 All camp inmates are registered and have family tickets updated Camp register regularly updated and information as per the template shared to Circle Office on daily basis All camps have lightning arrangement upto toilets and bathrooms

Basic facilities- Water Sanitation and hygiene	Public health engineering, P&RD, Municipal Corporations/ Boards	<ul style="list-style-type: none"> • All activities are well coordinated with relevant stakeholders as per common approaches and standards defined in the Assam DM Manual, 2015 ensuring that all critical WASH gaps and vulnerabilities are identified and addressed without duplication. • All camp inmates have access to portable water (<u>atleast 20 litres/person/day</u>) • All camp inmates have access to toilet within 50 Meters from the designated residential spaces • All male and female inmates have access to separate bath rooms in the camps • All camps have arrangements for management of solid and liquid waste • All camps have clean and functional waste water drainage • Hygiene education and information in general more particularly related to safe and hygienic child-care and feeding practices are provided to all women and child caregivers in the camp. • In all designated child-friendly spaces, 1–2 litres of drinking water per child per day (depending on climate and individual physiology); access to hygienic toilet or latrine squat hole and means handwashing after defecation with soap or an alternative; appropriate hygiene education and information are provided to children, guardians and duty bearers in CFS.
Food security and Nutrition	Social Welfare, Health and Family Welfare, Revenue and DM, Education	<ul style="list-style-type: none"> • Child Friendly Spaces are operational in camps (as per guideline in Annexure-II) • Activities related to nutrition of children and protection of vulnerable groups including children and women are well coordinated with all responsible stakeholders and ensuring that all critical nutrition related gaps and vulnerabilities are identified and addressed without duplication. • All camp inmates have access to food in the camps as per norms • All eligible mothers/lactating mothers in the camps are receiving counselling and guidance on Infant and Young Child Feeding • All children with acute malnutrition in camps receive appropriate care and needed support • Micronutrient needs of all pregnant women/lactating mothers and infant and young children are met with additional sources of micronutrients • All camp inmates have access to information on nutrition in emergencies and various sources of getting nutrition services • Breastfeeding corners are established in all camps in the designated child friendly spaces
Clothing	Revenue and DM	<ul style="list-style-type: none"> • All inmates having need for climate friendly clothing have been provided with age, gender and size appropriate clothing as per norms

Medical Facilities and Psycho-Social Support	Health and Family Welfare, Social Welfare	<ul style="list-style-type: none"> • Health related activities at camp level are well coordinated with relevant stakeholders at camp, Circle/Block and District level • All camp inmates screened for diseases and necessary medical support provided • All pregnant women, lactating mothers, infant and young children in the camp receive required vaccination and medication including measles vaccine, vitamin A and deworming medication in the relevant age group (as applicable)
		<ul style="list-style-type: none"> • All camp inmates receive appropriate measures against protection of mosquito and vector borne diseases • All camp inmates are given key health education/promotion messages through multiple channels. • VHNDs are being held as per routine in the designated child friendly spaces running within the camps
Special provision for protection women, children and elderly	Child Friendly Space (CFS), Education, Social Welfare, PHED, Health and Family Welfare (as per guideline in Annexure-II)	<ul style="list-style-type: none"> • All camps have child friendly spaces and all activities in Child Friendly Spaces in the camps are well coordinated with ensuring that all critical education gaps and vulnerabilities are identified and addressed without duplication. • Child and adolescent friendly emergency non-formal programmes, including play and early learning for young children, are conducted in all Child Friendly Spaces as per the guideline • All child friendly spaces are safe and free from violence, and children, including girls. • Other activities including VHND related, breast feeding corner, WASH and Nutrition services and psycho-social care services are provided in a well-coordinated manner in the CFS
	Protection- Social Welfare (DCPUs), Police, P&RD, Municipal Corporations/ Boards	<ul style="list-style-type: none"> • All children, women and girls are protected and accounted for in the camps • Systems are in place in all camps for reporting on grave violations and other serious protection concerns for children and women and are being utilized • All camp inmates particularly children have access to psycho- social care support • Appropriate care and support being provided to all elderly camp inmates above 60 years of age • Systems are in place to prevent and respond to any protection risk including abuse, violence and exploitation of children and women and in camps

2. Expected Outputs

- District and Zonal Relief Camp Management Team
- Improved registration and documentation leading to better strategies for camp management
- Improved coordination among stakeholders for camp management
- Better delivery of services to displaced households during emergencies/disasters and taking shelter
- Improved care of vulnerable groups including women and children displaced during disasters taking shelter in relief camps
- Adherence to global, national and local policy standards
- Integrated service delivery through relief camps during emergencies
- Improved accountability to affected population
- Improved camp management over a period of time

3. Associated Documents

- Assam Disaster Management Manual 2015
(http://asdma.gov.in/download/assam_disaster_management_manual_2015.pdf)
- State Disaster Response Fund (SDRF) Guidelines
(<https://pwdroads.assam.gov.in/schemes/state-disaster-response-fund-sdrf>)
- Child Friendly Spaces Guidelines (Notified)

Managing flood relief camps in context of COVID -19 outbreak in Assam

(Notified vide No. RGR/ASDMA.09/2014/323 dated 24th April, 2020)

Assam is approaching flood season. This year the challenge to support those who might get affected due to flood will be even tougher due to the ongoing COVID-19 pandemic across the globe which has also affected Assam. Relief Camp Management Guidelines are included as Appendix-XXXV of the Assam Disaster Management Manual, 2015². In order to be better equipped to deal with flood situation vis-à-vis COVID-19 context, this document has been developed to serve as an addendum. This document will be used by all District Disaster Management Authority (DDMAs), SDO (Civil) and Revenue Circle Officers for management of Relief camps during ensuing flood season.

Major highlights of the addendum to existing Relief Camp Management Guideline are as follows:

- ▮ **Relief Camps and Accommodation capacity to be earmarked in advance:** Identify additional relief camps in addition to the existing pre-identify camps as per population density of villages to earmark space for social distancing. Ensure 7 Sq. m. of area per person instead of 3.5 Sq. m. to validate social distancing of at least one meter between any two camp inmates (calculation of intake Capacity of Relief Camps are given in the table next page).
- ▮ **Toilets facilities and the populations:** Sufficient Toilet facilities have to be provided in proportionate to the intake camp capacity. Coordinate with PHE Deptt. to ensure the same.
- ▮ **Ensure sufficient sanitation facility:** Ensure sufficient Hand-wash/soap, sanitizers, masks for the camp inmates. The Relief camp premises should be strictly notified as no-spitting, no-tobacco zone.
- ▮ **Medical Support & Health Surveillance Team:** Daily monitoring (in place of weekly) of health condition shall be done by the health team on duty in the camp following all precautions and guidelines. Medical team should be armored with basic PPE for conducting screening during registration process. Pre-identification of the Medical facilities like Ambulances for transportation of infected, isolation facilities nearby etc.
In case of sneezing, cough, fever & common cold, immediate medical supervision to be made and he/she may be kept separately as per COVID-19 norms & regulations.
- ▮ **e-Help desk:** e-Help desk should be facilitated in all Operational Relief camps with the help of *Pratirodhi Bondhu* as counselor/ facilitator. These desks will emphasis on the facilities available on the e-help platform (e.g. Telemedicine, e-pashu etc.), a joint venture of ASDMA and CSC-SPV.
- ▮ **Pratirodhi Bondhu:** The Revenue Circle Administration may engage Pratirodhi Bondhu volunteers available in the revenue circle as per the guidelines.
- ▮ **SOP for relief/cooked food distribution in camps:** SoP should be prepared in collaboration with ASDMA for distribution of relief items/cooked food adhering precautionary measure as per COVID-19 norms & regulations.
- ▮ **Arrangement for fodder Livestock:** Pre-identify the highland areas e.g. tea gardens etc. with green grasses for arrangement of the green fodder for livestock of the farmers/ camp inmates.
- ▮ **Quarantine/isolation facility:** Quarantine/isolation facilities may be identified on higher altitudes by the district administration for transfer of COVID-19 suspected cases.

The detailed addenda to existing relief camp management guideline are comprehensively cited in the table below for managing flood relief camp vis-à-vis COVID-19:

PARAMETER	ADDENDUM TO EXISTING RELIEF CAMP MANAGEMENT GUIDELINE
Camp Setting	<ul style="list-style-type: none"> Ensure that existing buildings/spaces which are in use as quarantine centers shall not be identified as relief camps Notify more number of camps in advance with capacity of accommodation according to population density of villages to earmark space for social distancing. Identify new places for additional Relief Camps in highland areas. If possible draw lines in floor for specific accommodation. (Calculate the intake capacity of the relief camps as: $\text{Intake Capacity of Relief Camp (R. C.)} = \frac{\text{Floor Area of the R. C. (in sq. N.)}}{7 \text{ Sq. m.}}$ Notify the Relief Camps: Capacity for accommodation adhering to COVID-19 norms & regulations. Proper calculation of space available and the target population to be shifted to the camp shall be made to avoid over crowding 7 Sq. m. of covered area per person instead of 3.5 Sq. m. to validate social distancing of at least one meter between any two camp inmates. Wherever feasible, Separate room for elderly pregnant and lactating women and children upto 6 years should be allocated. Queue management practice maintaining social distancing Separate room in a separate building for the home quarantined who might be evacuated during the floods should be identified. Home quarantine guidelines shall be strictly adhered to for the building where home quarantined people are sheltered: http://asdma.gov.in/covid/Govt.%20of%20Assam%20Circular/ASDMA_Home_quarantine_Ass.Pdf
Temporary/ makeshift shelter	<ul style="list-style-type: none"> If Tents are used for shelter, these should be not erected closely. Minimum 20 meters distance shall be maintained between 2 tents 7 Sq.m of covered area per person instead of 3.5 Sq m to maintain should be ensured for maintaining a distance of atleast one meter between any two individuals. Efforts shall be made to avoid use of plastics, asbestos etc. in erecting makeshift camps.
Camp Administration	<ul style="list-style-type: none"> The Camp in-charge will coordinate with Pratirodhi Bondhu and e-Help initiatives to facilitate services. The Relief camp should be strictly notified as no-spitting, no-tobacco zone. List of camp in-charges shall be prepared and shared with all stakeholders in advance and training to camp in-charge. Sufficient Toilet facilities have to be provided in proportionate to the Camp capacity. Mandatory screening of all brought to the camp/seeking shelter in the camp shall be done for any health condition. Camp register should also maintain separately information about pregnant women, infants, elderly, people with existing health conditions and persons with disability. People presenting with fever and or fever like symptoms should be immediately segregated and taken for medical care.

	<ul style="list-style-type: none"> • If required, such infected/identified persons should be shifted to designated quarantine/isolation facilities within the relief camps or location pre-identified by the district administration. • Immediate information to 104 shall be provided for any case related to COVID-19 in the camp (asymptomatic and symptomatic). • Special accommodation facility for elderly, pregnant lady and PwD (People with Disability) should be arranged. • Each camp should have “Information Board” capturing contact details of key service providers for immediate support displayed in local language and Capacity of the Camp to accommodate inmates adhering the COVID-19 norms & regulations. • Appropriate IEC for prevention of COVID infection to be displayed in local language using pictorial depiction and lesser text.
Basic Facilities	<ul style="list-style-type: none"> • Hand washing bay shall be established in each camp with multiple hand washing points at appropriate distance with soap should be provided at entry and exit of camp • Water shall be made available. Per person availability shall be increased to 30 litre/person/day. <p><u>Sanitation:</u></p> <ul style="list-style-type: none"> • All guidelines for sanitation facilities in relief camps should be strictly maintained • Ensure sufficient Handwash/soap, sanitizers, masks for the camp inmates. • Cleaning of common spaces shall be done thrice a day particularly handrails, door latches, switches etc. which are frequently touched • Adequate disinfectant shall be made available in the camp. • Mosquito control measures to be strictly followed <p><u>Food Storage and Distribution:</u></p> <ul style="list-style-type: none"> • Any food item brought to the camp must be sanitized appropriately as per disinfection protocol. All packed items shall be cleaned properly using disinfectants. • Special care should be taken/ SoP should be prepared for distribution of cooked food adhering to precautionary measure as per COVID-19 norms & regulations. • Food items provided to young children should follow global Infant and young child recommendations, and remain in line with Infant Milk Substitute Act available at: http://www.bpni.org/documents/IMS-act.pdf • Proper food hygiene should be maintained by cook whether cooking is done family wise or a community kitchen is established. • Kitchen and food storage area should be sanitized thrice daily and camp inmates shall be sensitized in this regard by camp-incharge/ frontline workers on duty. • Appropriate IECs on food safety shall be displayed in the cooking and dining area. The IECs are available at: https://fssai.gov.in/cms/coronavirus.php • Pregnant women and lactating mothers at the camp should be provided relevant information on covid19, pregnancy, childbirth and breastfeeding. <p><u>Clothing:</u></p> <ul style="list-style-type: none"> • Appropriate arrangements shall be made for detergents and washing spaces for camp inmates to maintain cloth hygiene. • Adequate provision of bed-nets shall be made. <p><u>Medical and Psychosocial Support:</u></p> <ul style="list-style-type: none"> • Medical team should be armored with basic PPE for conducting screening during registration process. • Pre-identification of the Medical facilities like Medical team, Ambulances for transportation of infected, isolation facilities nearby etc. • Home quarantine people to be shifted to quarantine centers and they shall not be kept in the relief camps. • Daily monitoring (in place of weekly) of health condition shall be done by the health

	<p>team on duty in the camp following all precautions and guidelines.</p> <ul style="list-style-type: none"> Any suspected case shall be immediately shifted to designated health facility/ quarantine centre. All protocols for safety of camp inmates and staff on duty shall be strictly adhered to. All other guidelines in the relief camp management manual regarding medical and psychosocial support shall be implemented. Standby arrangements for transportation of symptomatic cases shall be made in all camps with more than 200 inmates (in place of 500) Wearing of masks inside the camp may be made compulsory. Sufficient masks may be provided by the DDMAAs.
Special arrangements for Children, women, physically challenged and elderly	<ul style="list-style-type: none"> For pregnant women, following needs to be provided by the district health authorities: <ul style="list-style-type: none"> Antenatal check IFA and calcium supplements Resting area in relief camp For lactating mothers, following needs to be provided by the district health authorities: <ul style="list-style-type: none"> IFA and calcium supplements Breastfeeding counselling and support For elderly persons suffering from any chronic ailments like-hypertension, diabetes, previous lung disease, kidney disease <ul style="list-style-type: none"> Antihypertensives and antidiabetics Special attention needs to be provided to the elderly. They should be advised to be away from any sick person. Information on covid19 and NCDs can be accessed from https://www.who.int/who-documents-detail/covid-19-and-ncds Separate register of under-five children, pregnant women, lactating mothers, elderly (more than 60 years age) and sick persons should be maintained wherever possible separate arrangements shall be made for accommodation of high-risk population including elderly, ill, pregnant women, lactating mothers, infant and malnourished children etc If any of the high-risk groups have any of the COVID symptoms, immediate transfer to designated hospital shall be made Individual attention shall be given by the frontline workers to these vulnerable groups for ensuring maintenance of appropriate hygiene including proper and frequent hand washing with soap, cough etiquette.
Waste Management & Vermi Control	<ul style="list-style-type: none"> Closed bins of different colours must be in place in all the camps for disposal of used items Adequate stock of disinfectants shall be made available in the camps with designated sanitation worker to keep the camp sanitized
Security	<ul style="list-style-type: none"> Roster based deployment police personal/home guard/VDP with basic PPE shall be made in each identified camp to manage crowd and to ensure decorum and safety Police/VDP shall ensure social distancing during all collective process in the camp be it during registration, food/relief distribution and other such activities where crowd may gather Appropriate planning and demarcations shall be made in advance to ensure social distancing Proper time planning and shifts shall be identified to ensure proper crowd management

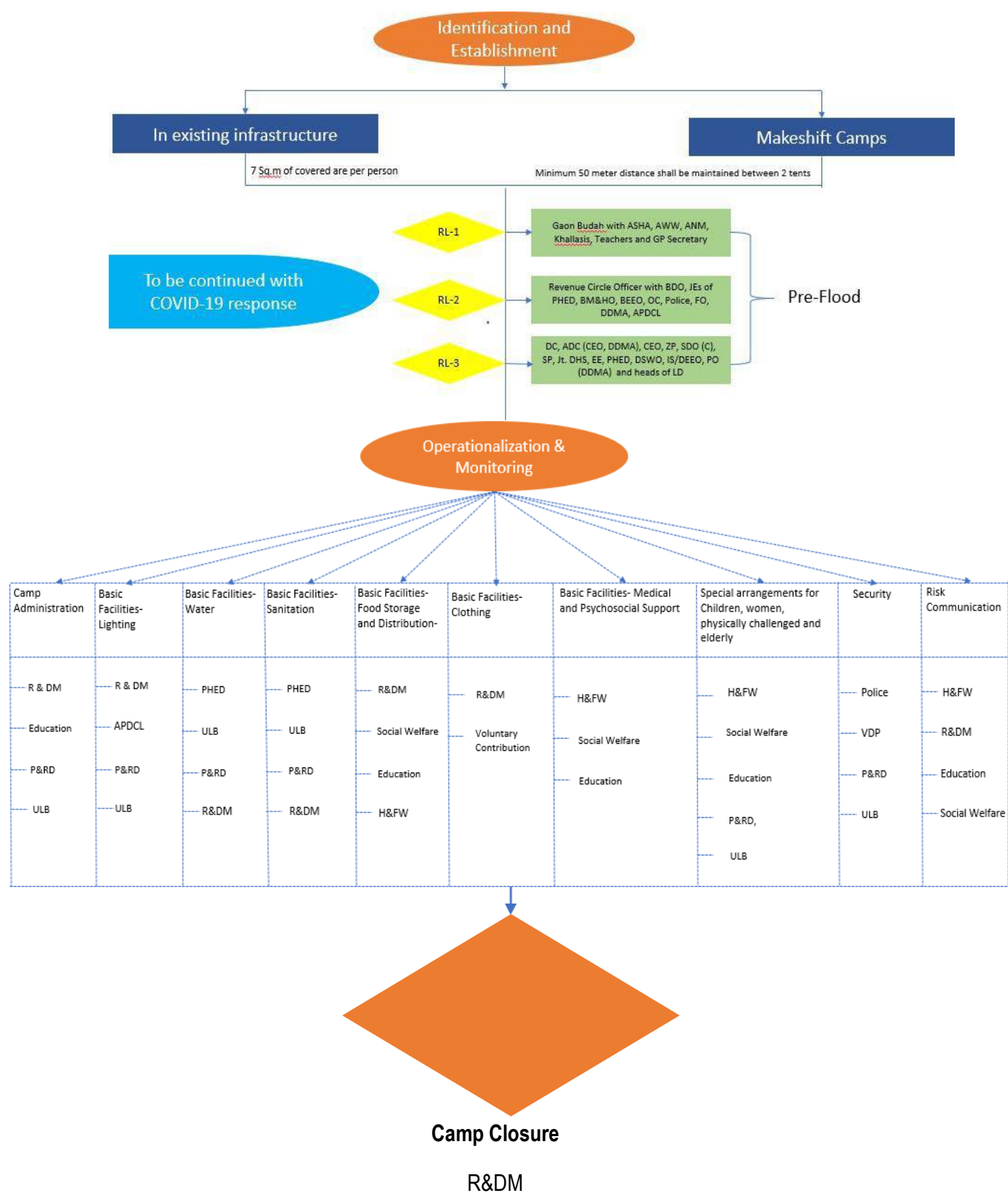
	<ul style="list-style-type: none"> •
Risk Communication and Community Engagement	<ul style="list-style-type: none"> • All appropriate messages and communications in local languages shall be displayed in appropriate locations in the camp. • As feasible broadcast arrangements through radio/TV shall be made to inform the camp inmates on safety messages and evolving situation • All entitlements of the flood victims shall be displayed in form of a poster in the camps. • Proper feedback shall be collected from camp inmates on their needs and services provided in the camp using the scorecard developed by ASDMA. • Train volunteers/officials to help support with risk communication in the camps and also to capture useful cases, stories and interviews which can support government to act and also provide systematic information to media.
Arrangement for Livestock	<ul style="list-style-type: none"> • Pre-identify the highland areas (e.g. Tea Garden etc.) with green grasses for arrangement of the green fodder for livestock of the farmers/ camp inmates.
Closure of the Camp	<ul style="list-style-type: none"> • Before declaring the closure of the camp, inmates shall be asked/allowed to do proper disinfection of their flood affected shelters. • For those families losing their shelters due to flood/erosion (full damaged), appropriate arrangements shall be made.

Appendix A- Checklist for Relief Camp Management, DDMA's DDMA's/ SDO (Civil)/ RCO

Sl. No.	Action	Timeline	Status (Use ✓ to indicate completion)
Pre-Flood activities to be completed by DDMA's/ SDO (Civil)/ RCO			
1	Revenue Circle wise list of relief camps and accommodation capacity with designated camp in-charges and intake developed/updated and notified	April	
2	Relief Camp wise child friendly spaces identified	April	
3	Letter of communication sent to all departments to ensure compliance to Relief Camp Management Guidelines and the SoP	April	
4	Relief Camp Monitoring team constituted and notified & Training	April	
5	Training of camp in-charge in the wake of COVID-19	April	
6	Departmental list of camp wise designated officials received	April	
7	Department wise one day orientation of designated officials on relief camp management conducted by respective departments	April	
8	Status of preparedness related to relief camp management taken from departments during Pre-Monsoon Preparedness meeting	April	
9	procurement of Gratuitous Relief items (e.g. pre-monsoon for flooding) which will be required for operationalizing relief camps completed (As appropriate)	April	
10	Pre-positioning of essential GR stock and departmental pre-positioning (as appropriate) against identified relief camps in strategic locations Completed	April	
11	Mechanism for necessary transportation arrangements (road, water and air) to ensure GR is transported in time to each of the designated camps established	April	
12	Ensure that all measures of social distancing and other added actions as suggested in the addendum are ensured	April	
Actions to be taken At the warning stage by DDMA's/ SDO (Civil)/ RCO			
13	Operational readiness review for relief camps conducted	On receipt of warning	
14	Instruction issued for setting up of camps	On receipt of warning & situational development	
15	Setting up of camps and provisions/functions of responsible departments reviewed	On onset of flooding and evacuation	
16	Setting up of Child Friendly Spaces and breastfeeding corners in designated camps reviewed		
Actions to be taken during Flood by DDMA's/ SDO (Civil)/ RCO			
17	Relief Camp Monitoring team activated	When camps are operational	
18	Ensuring special care is taken to evacuate home quarantined persons including separate camp arrangements		
19	Camps are safe from all hazards and appropriate protection and vigilance arrangements being made		

20	<p>Real time review conducted with Relief Camp Monitoring Team to ensure:</p> <ul style="list-style-type: none"> a) Distribution of GR as per norms ensured in each camp b) Lighting arrangement in residential portion, toilets, and approach road ensured in each camp c) Potable water for drinking and other household purposes (at least 30 liters/person/day) ensured in camps. d) Separate, accessible (within 50 meters) and hygienic toilets ensured in camps. e) Hand washing bay with soap are available in the entry and exit. f) Separate bathing units for male and female are available in camps. 	Once in every 2/3 days till camps are operational	
	<ul style="list-style-type: none"> g) Separate food arrangements for children, pregnant and lactating women, ill and elderly are made as per need. h) Culturally and age appropriate clothing (if situation warranted) for inmates are arranged in camps. i) Sanitary protection for women and girls is provided. j) Health including regular RCH services, health and hygiene education and psycho-social care arrangements are made in camps. k) Security and protection arrangement including monitoring of situation of women & children as well as breast-feeding spaces are available in camps. l) Waste management facilities are functional in camps m) Operationalization of Child Friendly Spaces and breast-feeding corners in all camps n) Relevant SBCC materials in local languages are provided in camps o) Educational and recreational activities in child friendly spaces in camps following social distancing guidelines p) Social distancing in all collective actions. q) Proper disinfection as per guideline. r) Appropriate care and referral of suspected cases 		
21	Grievance Redressal mechanism for collecting and addressing feedback/complaints from camp inmates are established and functional at camp level	When camps are operational	
22	Real time instructions/directives to concerned departments to address grievances issued		
23	Real time functional mechanisms for ensuring accountability in camp management are ensured		
24	Closure of the camps declared considering the on-ground situation	Based on situational development	
Actions to be taken post Flood by DDMA's/ SDO (Civil)/ RCO			
25	Post Operation (Closure of camps) Visits conducted to assess the situation of the camps	10 days after closure	
26	Designated camps (particularly schools) are provided with resources/ support towards cleanliness post closure of the camps	With 20 days of closure	
27	Post closure review meeting conducted to understand challenges, gaps and areas of improvement in camp management	Within 30 days of closure	
28	All related documents (needed for compliance) are properly managed		
29	Departments are instructed to conduct internal debriefing on lessons learnt		

Appendix B- Roles and Responsibility Matrix:



Child Friendly Spaces in Relief Camps

(Guidelines for operationalization in the context of COVID-19)

CFS is a place designed and operated in a participatory manner where children affected by disasters can be provided with a safe environment, integrated services including play, recreation, education, health, and psychosocial support and/or information about services/supports provided. The purpose of CFSs is to support the resilience and well-being of children through, structured activities conducted by community in a safe, child friendly, and stimulating environment.

District Administration will set up "Child Friendly Spaces (CFS)" in every Relief camp in co-ordination with Line departments and NGOs / civil society organizations. All protocols for COVID-19 containment including safety and security of children will be ensured in CFS

Child Friendly Spaces are a critical and non-negotiable component of relief camp management in Assam. This guidance is set forth to supplement the guidance on flood relief camp management in the context of COVID-19 issued via No. RGR/ASDMA. 09/2014/323 dated 24th April 2020 and the basic guidelines for implementation of Child Friendly Spaces in Emergencies under NSSP, 2016 issued via letter No. ASDMA/101/2017/Pt/28 dated 5th July 2018. The following needs to be adhered to with regard to Child Friendly Spaces in relief camps in the current scenario:

Phase	Actions to be taken at village level where relief camps are being identified	Responsibility
Pre Disaster	<ul style="list-style-type: none"> Identify locations within the designated camp boundary or nearby where children can be engaged and supported following social distancing, personal hygiene, cough etiquettes and other COVID-19 precautionary measures 	Gaon Burha/ Mondal with School Safety Focal Point Teacher, ANM, ASHA and AWW, SMC members and PRIs
	<ul style="list-style-type: none"> Create a database of children who will be supported in the identified CFS from the targeted villages to plan for the set up using social distancing 	School Safety Focal Point Teacher and AWW
	<ul style="list-style-type: none"> Identify existing IT assets (e.g., Television/Radio) in schools designated as camps) to use them for remote learning in camps 	
	<ul style="list-style-type: none"> Arrange and wherever feasible basic materials such as tents/tarpaulin, recreational and sports as well as education materials, desired number of masks for children, soaps for handwashing, GR as per norms for children to be provided through CFS with Revenue Circle Officer 	
	<ul style="list-style-type: none"> Identify and map pregnant women, lactating mothers, mal nourished children against identified camps and Child Friendly 	ANM, ASHA, AWW

Space and share the information to camp-in-charge	
<ul style="list-style-type: none"> • Conduct remote/ face to face (core camp team) pre-flood • camp level meeting to plan for services in CFS as per COVID-19 guidelines 	Coordinated by Camp-in-Charge
<ul style="list-style-type: none"> • Develop a short and simple routine of various activities to be conducted in the Child Friendly Spaces • Submit any requirement of tools and materials related to CFS to the Office of the BEEO/CDPO for onward sharing with RCO/SDO (Civil)/DDMA 	School Safety Focal Point Teacher and AWW
<ul style="list-style-type: none"> • Conduct mock exercises to test how social distancing and Other COVID prevention measures can be maintained in child friendly spaces in the camp 	Coordinated by Camp-in-Charge

	<ul style="list-style-type: none"> • Ensure space is available for child friendly space in the camp either in a separate room in the relief camp or in open space covered with tarpaulin for both shade and sitting. 	Camp-in-charge
	<ul style="list-style-type: none"> • 	
	<ul style="list-style-type: none"> • 	
	<ul style="list-style-type: none"> • Ensure sitting arrangement in a way that it ensures minimum 1-meter distance between two children 	CFS in-charge teacher and AWW
	<ul style="list-style-type: none"> • Register all children (0-19), pregnant women and lactating mothers taking shelter in the relief camp for providing services in the CFS 	
	<ul style="list-style-type: none"> • Ensure that the activity routine developed before the disaster is being executed with enough scope for educational and other activities with children following social distancing norms. The activities will include: 	
	<p>Age specific food and nutrition services</p> <ul style="list-style-type: none"> • Establish and make functional a breastfeeding corner where lactating mothers in the relief camp will be encouraged to feed their children (only 1 mother at a time) • Screen height and weight of children (0-6 years) following 1-meter distance and identify children who need additional attention • Provide take home ration to children and their mothers as per ICDS norms following 1-meter distance • Provide take home ration to school age children as per mid-day meals norm following 1-meter distance 	CFS in-charge teacher and AWW
	<p>Health Services</p> <ul style="list-style-type: none"> • Conduct routine immunization services and other (Village Health Sanitation & Nutrition Day (VHSND) activities following 1-meter distance between beneficiaries • Provide Counselling on age appropriate feeding including exclusive breast feeding and complementary feeding to pregnant and lactating mothers • Provide IFA syrup to children as per guidelines • Provide ORS packet as per-positioning for treatment of diarrhea • Conduct Antenatal checkups and provide IFA and calcium supplements to pregnant women as per guidelines • Conduct routine check-up and provide IFA and 	ANM and ASHA

<p>calcium supplements to lactating mothers as per guidelines</p> <ul style="list-style-type: none"> • Provide health education on COVID related issues to children and their mothers • Provide sanitary protection support (culturally appropriate) to adolescent girls registered in the CFS 	
<p>Infection Prevention and WASH services</p> <ul style="list-style-type: none"> • Demonstrate hand washing steps to children and ensure handwashing with soap on hourly basis to children and women in the CFS. • Encourage and guide children to wash hands before and after use of toilet, before and after eating anything • Ensure that enough water and soap is available for handwashing near CFS and containers are disinfected/cleaned regularly • Ensure that children in CFS have access to safe drinking water and toilet as per guidelines • Ensure that everything that is frequently touched in the CFS is disinfected thrice daily • Educate children and women in CFS about infection prevention measures to be undertaken by them during their stay at camp and when they go back home 	<p>PHED Khallasi with Gaon Burha and Camp-in-charge</p>

During Disaster	Education and recreational Services <ul style="list-style-type: none"> Organize children as per age group 3-6 years, 6-14 years and 14-19 years Ensure attendance of children as per the defined age group <ul style="list-style-type: none"> As per the pre-developed routine, conduct regular classes in a more generic and supplementary manner with special provisions for persons with disability Engage children in quiz, knowledge test games, storytelling, story making and other such interactive activities which require less/no movement and can be done maintaining social distancing Wherever feasible organize radio/television classes or classes through Diksha app among children Facilitate physical activities which do not requiring touching one another and physical distancing can be maintained. School in a Box and Anganwadi in a box concepts shall be implemented as feasible Conduct painting, creative art, singing and such other activities to facilitate their engagement and support them in dealing with emerging stress Observe children who are silent, in fear, shock or anxious and provide them individual care in ventilating their feelings Provide appropriate and timely guidance to children on the existing and emerging scenario Conduct life skills session with focus on adolescents <ul style="list-style-type: none"> Ensure through regular monitoring of the attendance register that children remain accounted for 	All teachers (in case the relief camp is established in a school) CFS in-charge teachers and AWW
	Protection Services <ul style="list-style-type: none"> Account for any unaccompanied children in the camp Educate children about their safety both online and offline safety during their stay in the relief camp Share regarding the associated risks such as violence, trafficking and abuse that may happen during and after flood and in COVID situation Provide information related to child protection services that are available to support in case of any such issues e.g., ChildLine, DCPU, JJB, CWC etc. Support children in revealing any unwanted experience that they might have experienced in the camp and support them in reporting those. Place a complain box in the CFS or in a strategic location in the camp and encourage children (particularly girls) to report any issue related to abuse. Child Protection Officers/ Committees may check the box regularly for complaints 	CFS in-charge teachers and AWW Village Child Protection Committee (wherever existing)

	<ul style="list-style-type: none"> • Compile and submit daily report to camp-in-charge and DDMA on number of children as per age group, sex and disability status catered or provided services in the CFS. 	CFS in-charge teachers and AWW
Post Disaster	<ul style="list-style-type: none"> • Compile and submit a detailed report on CFS operation in the camp with summary of attendance, activities conducted etc. • Share observations and lessons learnt to BEEO's/CDPO's office for improvement of CFS in relief camps in future • Based on lessons improve provisions in the designated camps for effective operation of CFS in future 	CFS in-charge teachers and AWW

4.16. INVENTORY OF STORAGE FACILITY

In Matia Revenue circle

Sl. No.	Name of Building	Name of Village where it is located	Capacity (Amount of Food item to be stored)	Distance from National Highway	Distance from Circle Office	District from District HQ	Mode of Communication
1	L.P. School	Bhatipara	200 Nos.	19 Km.	12 Km.	18 Km.	By Boat
2	L.P. School & M.E. Madrassa	Singimari Char	300 Nos.	20 Km.	11 Km.	19 Km.	By Boat
3	L.P. School 2 Nos.	Ujirer Char N.C.	300 Nos.	21 Km.	16 Km.	16 Km.	By Boat
4	Dhaigaon Gaon Panchayat	Dhaigaon	90 Qtls.	4 Km.	14 Km.	30 Km.	By Boat
5	Dohela High School, L.P. School & M.E. School	Dohela	3000 nos.	15 km.	10 km.	50 km.	By Road
6	Uportola M.E. School	Uportola	500 nos.	10km.	7km.	45km.	By Road
7	Singijani L.P. School	Singijani	200 nos.	16km.	11km.	51km.	By Road
8	Cultural Hall,Buduchar	Buduchar	500 Qlts	16+km.	5km.	31km.	By Road
9	Karipara J.B. L.P. School	Karipara pt-I	500 nos.	13km.	8km.	29km.	By Bus
10	Sainikpara L.P. School	Karipara pt-II	500 nos.	15km.	8km.	30km.	By Bus
11	2 Nos. L.P.& 1nos Girls M.E. School	Karipara pt-III	1200 nos.	14km.	8km.	31km.	By Bus
12	1 No. High School, 1no. M.V School,1 no M.E. School	Karipara pt-IV	2000 nos.	13km.	8km.	30km.	By Bus
14	1 no L.P. School	Rabhpara	500 nos.	12km.	7km.	30km.	By Bus
15	1 no. L.P. School	Bamunpara	500 nos.	12km.	5km.	30km.	By Bus
16	1 no. L.P. School	Khalaipara	500 nos.	13km.	4km.	28km.	By Bus
17	1 no. High School, 1 no.	Upartola	1500 nos.	7km.	6km.	29km.	By Bus

	M.V. School, 1 no. M.E. School						
19	1 no. L.P. School & 1 no. M.E. School	Baguan pt-IV	1000 nos.	16km.	8km.	34km.	By Bus
20	1 no. L.P. School	Bakaitari pt-III	500 nos.	14km.	5km.	30km.	By Bus
21	Ranua L.P. School	Ranua	400 nos.	13km.	5km.	30km.	Light vehicle
22	Barbalupara L.P. School	Barbalupara	350 nos.	15km.	5km.	30km.	Light vehicle
23	Gunialguri L.P. School & M.E. School	Gunialguri	300 nos.	12km.	2km.	28km.	Light vehicle
24	Bakaitari pt-I College & L.P. School	Bakaitari pt-I	1500 nos.	10km.	3km.	28km.	Light vehicle
25	Bakaitari pt-II High School & L.P. School	Bakaitari pt-II	800 nos.	10km.	3km.	28km.	Light vehicle
26	J.N. High School	Nabagata Simlitola	250 Qtls	20km.	14km.	39km.	By Bus
27	Topalakhowa L.P. School	Topalakhowa	200 Qtls	23km.	11km.	35km.	By Bus
28	Garomari L.P. Scdhool	Pokalagi	200 Qtls	18km.	7km.	32km.	By Bus

Inventory of Storage under Balijana Revenue Circle

Sl. No.	Name of location of the building	Name of Village where it is located	Capacity (Amount of food items to be stored)	Distance from National Highway	Distance from Circle Office	Distance from District Head Quarter	Mode of Communication
1	Kharmuja IB	Kharmuja	1000 tonnes	15 K.M.	25 K.M.	25 K.M.	Light & Heavy Vehicle
2	Chinabari police station & panchayat office	Chinabari	200 tonnes	35 K.M.	45 K.M.	45 K.M.	Light & Heavy Vehicle
3	Pancharatna river PS & IB	Pancharatna	300 tonnes	1 K.M.	15 K.M.	15 K.M.	Light & Heavy Vehicle
4	Ambari college & ambari IB	Kadotika	500 tonnes	30 K.M.	40 K.M.	40 K.M.	Light & Heavy Vehicle

5	Assam club	Pahartoli	500 tonnes	8 K.M.	3 K.M.	3 K.M.	Light & Heavy Vehicle
6	Gandhi bhawan	Baladmari cha bagan	700 tonnes	6 K.M.	0.5 K.M.	0.5 K.M.	Light & Heavy Vehicle
7	Balijana block office	Dorapara	200 tonnes	1 K.M.	13 K.M.	13 K.M.	Light & Heavy Vehicle

Inventory of Storage under Rangjuli Revenue Circle

Sl.	Name of Building	Name of Village where it is located	Capacity (Amount of Food item to be stored)	Distance from National Highway	Distance from Circle Office	District from District HQ	Mode of Communication
1	Rangjuli TD Block Officer	Mahajan Para	1000 Quintal	0.1KM	0.5KM	60KM	Light & Heavy vehicle

4.17. . COMMUNICATION & MEDIA

Surface Communication: -The revenue circle wise surface communication is shown as follows

Sl.	Name of the Revenue Circle	Distance from National Highway	Distance from State Highway	Distance from District Head Quarter	Mode of Communication
1	Balijana	2KM	0.2KM	0.5KM	Bus,Tempo, Light & Heavy Vehicle
2	Matia	25KM	16KM	24KM	Bus,Tempo, Light & Heavy Vehicle
3	Lakhipur	25KM	0.1KM	35KM	Bus,Tempo, Light & Heavy Vehicle
4	Rangjuli	0.05KM	-	60KM	Bus,Tempo, Light & Heavy Vehicle
5	Dudhnoi	0.05KM		35KM	Bus,Tempo, Light & Heavy Vehicle

In-land Communication: Subdivision wise inland communication is shown as follows:

Sl	From	To	Name of the river	Nature of the boat station- Govt/Private
1	Goalpara	Baghbar	Brahmaputra	IWT/ Private
2	Chunari	Dhubri Bilasipara	Brahmaputra	IWT/Private
3	Jaleswar	Dhubri	Brahmaputra	IWT/Private
4	Simlitola	Baghmara	Jaljali	Private

4.18. IRRIGATION FACILITIES.

SL NO.	NAME OF THE IRRIGATION FACILITIES	LOCATION/VILLAGE/REVENUE CIRCLE/CIVIL SUB-DIVISION	FUNCTIONAL/NOT FUNCTIONAL	COMMAND AREAS.	VILLAGES COVERED UNDER COMMAND AREAS.
1	Saplengkata F.I.S.	Vill- Saplengkata, Revenue Circle-Balijana, CSD-Goalpara	Partially Functioning	200 Hect	Saplengkata, Gosai Ga Dhowa, Ketkibari, Dhaparita, Thakurvilla
2	Hatigaon F.I.S	Vill-Hatigaon, Revenue Circle-Balijana, CSD-Goalpara.	Functioning	213 Hect	Hatigaon, Bordak
3	Sizukona L.I.S	Vill- Sizukona, Revenue Circle-Balijana, CSD-Goalpara	Functioning	150 Hect	Sizukona, Tilapara, Kokira
4	Matia L.I.S (Islampur pt)	Vill- Islampur, Revenue Circle-Matia, CSD-Goalpara	Functioning	80 Hect	Islampur
5	Matia I.S (Kaliasastra pt)	Vill- Kaliasastra, Revenue Circle-Matia, CSD-Goalpara	Functioning	74 Hect	Kaliasastra
6	Matia I.S (Sidlibee l pt)	Vill- Dalgoma, Revenue Circle-Matia, CSD-Goalpara	Functioning	56 Hect	Dalgoma
7	Pahlanpara I.S	Vill- Pahlanpara, Revenue Circle-Matia, CSD-Goalpara	Functioning	120 Hect	Pahlanpara, Gajajani

4.19. SANITATION FACILITIES:

SL NO.	NAME OF SANITATION FACILITIES	LOCATION/VILLAGES/REV.CIRCLE/CIVIL SUB-DIVISION
1	IHHL-11013 Nos.	Balijana Dev. Block
2	SSB-240 Nos.	
3	Anganawadi Toilets-110 Nos.	

4	IHHL-8109 Nos.	Matia Dev. Block
5	SSB-197 Nos.	
6	Anganawadi Toilets-145 Nos.	
7	IHHL-8010 Nos.	Lakhipur Dev. Block
8	SSB-250 Nos.	
9	Anganawadi Toilets-72 Nos.	
10	IHHL-5925 Nos.	Kuchdhowa Dev. Block
11	SSB-134 Nos.	
12	Anganawadi Toilets-109 Nos.	
13	IHHL-5086 Nos.	Krishnai Dev. Block
14	SSB-151 Nos.	
15	Anganawadi Toilets-39 Nos.	
16	IHHL-9047 Nos.	Kharmuja Dev. Block
17	SSB-238 Nos.	
18	<u>Anganawadi Toilets-32 Nos</u>	
19	IHHL-12398 Nos.	Jaleswar Dev. Block
20	SSB-384 Nos.	
21	Anganawadi Toilets-179 Nos.	
22	IHHL-5956 Nos.	Rangjuli Dev. Block
23	SSB-246 Nos.	
24	Anganawadi Toilets-118 Nos.	

CHAPTER – V

ADMINISTRATIVE ARRANGEMENTS FOR DISASTER MANAGEMENT

5.1. DISTRICT DISASTER MANAGEMENT AUTHORITY: - The District Disaster Management Authority (DDMA) chaired by Deputy Commissioner Goalpara is the sole authority to exercise emergency power in issuing directives to all the departments and to provide emergency response services. The DDMA shall act as the district planning, coordinating and implementing body for disaster management. Along with the DDMA, different committee for addressing emergency issues are being formed in the district. The Roles & Responsibilities of the DDMA are as follows:-

- Prepare District Disaster Management Plan
- Coordinate and monitor the implementation of the Policies and Plans
- Ensure that the areas in the district vulnerable to disasters are identified and measures for prevention and mitigation are undertaken by the departments at the district level as well as by the local authorities
- Ensure that the guidelines laid down by the NDMA & ASDMA are followed and lay guidelines at the district level
- Review the state of capabilities for responding to any disaster
- Review preparedness measures and give directions to departments as and
Where necessary
- Organize and coordinate specialized training
- Facilitate community training and awareness
- Set up, maintain, review & upgrade the mechanisms for early warnings and dissemination of proper information to public
- Prepare, review & update district level response plans and coordinate response in any disaster situation
- Examine the construction in any area of the district and if it is not in conformity with the standards for the prevention of disaster may give necessary directions to the concerned authority
- Identify buildings and places which could be used as relief centres in the event of a disaster and make arrangements for water supply & sanitation in such buildings
- Establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at short notice
- Encourage the involvement of non-governmental organizations or voluntary social welfare institutions working at the grassroot level in the district for disaster management
- Ensure communication systems are in order and disaster management drills are carried out periodically

5.2. DISTRICT DISASTER MANAGEMENT AUTHORITY (DDMA), GOALPARA

Sl. No.	Name	Designation	Portfolio in the DDMA	Contact Details
1	Sri Khanindra Choudhury, IAS	District Commissioner,	Chairman	7086944629
2	Sri Noran Das, ACS	CEO ,Zila Parishad	Vice –Chairman	99572-61303
3	Sri Ranjit Konwar, ACS	DDC, Goalpara	Member	60009-79855
4	Sri Rakesh Deka, ACS	ADC, Goalpara	CEO cum Member Secretary	70026-44939
5	Smt. Kalyani Kangkana Das, ACS	ADC	Member	98540-26086
6	Sri V.V. Rakesh Reddy, IPS	Superintendent of Police	Member	94358-10993
7	Dr. Jayanta Kr. Das	Joint Director of Health Services	Special Invitee	94351-85910
8	Sri Ajit Kr. Das	Executive Engineer ,PWD Dudhnoi & Goalpara East Teritorial Roads Division	Member	94352-53655
9	Sri Soleman Ali Ahmed	Executive Engineer ,Water Resource Department	Member	86381-12322 94351-99151
10	Sri Jadab Swargiary	MLA , 36-Dudhnoi LAC	Permanent Invitee	86382-04652
11	Sri Abdul Kalam Rasheed Alom	MLA ,37-Goalpara East LAC	Permanent Invitee	94350-24004
12	Sri Alhaz Abdur Rashid Mandal	MLA, 38-Goalpara West LAC	Permanent Invitee	96780-02686 99570-95750
13	Sri Aftab Uddin Mollah	MLA,39-Jaleswar LAC	Permanent Invitee	91010-50313
14	Sri Nayan Kumar Bora	District Agriculture Officer	Special Invitee	9435094219
15	Sri Noran Das, ACS	Project Director,DRDA	Special Invitee	99572-61303
16	Dr. Chand Mohammad	District Animal Husbandry & Veterinary Officer	Special Invitee	99541-43616
17	Sri Pallab Kr. Das	Executive Engineer , PHED	Special Invitee	94350-44140
18	Sri Niranjana Kalita	Dy. Director, Food & Civil Supplies	Special Invitee	8812925909
19	Sri Chinmoy Kalita, ALRS	i/c District Sports Officer	Special Invitee	91013-23770
20	Sri Abu Taleb, Station Officer	Station Officer ,Fire Service ,Goalpara	Special Invitee	70028-47288
21	Sri Ranjan Jyoti Das	Asstt.Gen.Manager, APDCL	Special Invitee	87219-07271
22	Sri Monoj Kr. Choudhury	District Transport Officer	Special Invitee	9435194316
23	Sri Anupam Sarma	District Fishery Development Officer, Goalpara	Special Invitee	99579-41576
24	Sri P. K. Sen	Sub-Divisional Engineer, (C-DOT) BSNL, Goalpara	Special Invitee	94320-00382
25	Sri Sadulla Khan	i/c. District Elementary Education Officer	Special Invitee	86380-93508
26	Sri Bhaskar Malakar	District Informatic Officer NIC	Special Invitee	84718-26192
27	Sri Sadulla Khan	Inspector of School	Special Invitee	86380-93508
28	Sri Abu Mostafa	District Social Welfare Officer	Special Invitee	99543-23707
29	Sri Purusottam Das	Dy.Director, Town & Country	Special Invitee	94357-21020

		Planning		
27	Sri Tejas Mariswami, IFS	Divisional Forest Officer (T)	Special Invitee	81330-10999
28	Sri Bhabesh Goswami	Dy. Controller, Civil Defence	Special Invitee	70026-26095
29	Smt Mridul Kr. Das, AFS	Treasury Officer	Special Invitee	86380-76692
30	Smt Trishna Sarma, ACS	Executive Officer, Goalpara Municipality Board	Special Invitee	70023-29264
31	Md. Shah Jahan Ahmed	GM, DICC	Special Invitee	70028-84452
32	Sri Nabarup Thakuria	Asstt. Director, Sericulture	Special Invitee	98644-83151
33	Sri Dilip Kalita	EE, PWD (Building)	Special Invitee	98641-40350

The District Disaster Management Authority will meet fortnightly under the Chairmanship of the Deputy Commissioner, Goalpara during the flood season. However, during emergency, DDMA meeting would be convened weekly to review the relief and rehabilitation works. Concerned department will submit proposal for temporary restoration of infrastructure in DDMA meeting for necessary recommendation and the same would be sent to the ASDMA for financial sanction. The members should substantiate/assist the authority with all the update information about their concerned areas of operation time to time. An emergency meeting will hold whenever emergency information is received regarding an impending hazard. The authority will meet almost daily till the emergency is over.

5.3. EARLY WARNING TEAM

Sl.	Name of the Officer	Designation	Department / Agency	Contact No.
1	Sri Rakesh Deka, ACS	ADC & CEO ,DDMA, Goalpara	Administration	70026-44939
2	Sri V.R.Reddy, IPS	SP, Goalpara	Police	94358-10998
3	Sri Soleman Ali Ahmed	Executive Engineer	Water Resource Department	86381-12322
4	Sri Pranab Kr. Das	DIPRO, Goalpara	DIPRO	98646-09009
5	Sri Amar Jyoti Nath, ALRS	Circle Officer, Balijana	Revenue	60036-50061
6	Mainowshree Boro, ALRS	Circle Officer, Matia	Revenue	87440-49867
7	Smt Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Revenue	93659-03448
8	Sri Rajib Gogoi, ALRS	Circle Officer, Lakhipur	Revenue	91014-08612
9	Sovia Pegu, ALRS	Circle Officer ,Rangjuli	Revenue	86382-20352

5.4. SEARCH & RESCUE TEAM:

To search and rescue the marooned victims the following team will deploy concern personnel during and after the time of disaster.

Sl.	Name and Address	Designation	Department / Agency	Contact Details
1	Sri V.V. Rakesh Reddy, IPS	SP, Goalpara	Police	94358-10993
2	Sri Abu Taleb, Station Officer	Station Officer ,Fire Service ,Goalpara	Fire& Emergency	70028-47288
3	Sri Ajit Kr. Das	Executive Engineer	PWD Dudhnoi & Goalpara East Teritorial Roads Division PWD (RR)	94352-53655
4	Sri Dilip Kalita	Executive Engineer	PWD (Building)	98641-40350
5	Sri Chinmoy Kalita, ALRS	i/c, District Sports Officer	Sports & Youth Welfare	91013-23770
6	Sri Bhabesh Goswami	Dy.Controller	Civil Defence	99542-53634

5.5. FIRST AID & MEDICAL EMERGENCY TEAM:

Their assigned duty is to care for the health aspect during and after the occurrence of disaster. It includes First Aid, treatment of Casualties, and readiness of ambulance for transportation of serious patient and should keep sufficient quantities of life saving drugs. They shall also inform all Doctors & Para Medical staff of all CHCs, PHCs, and SCs of the district. District Animal Husbandry and Veterinary Officer will ensure setting up of livestock camp providing medicine, safe drinking water, feeds & fodder etc to the affected animals during occurrence of kind of disaster.

Sl.No	Name and Address	Designation	Department / Agency	Contact No	Operational area
1	Dr. Jayanta Kr. Das	Joint Director	Health & Family welfare	94351-85910	Entire District
2	Smt. Kalyani Kangkana Das, ACS	i/c DSWO	Social Welfare	98540-26086	Entire District
3	Dr. Chand Mohammad	District Veterinary Officer	Animal Husbandry & Veterinary	99541-43616	Entire District
4	Sri Sailen Das	Chairman	Red Cross Society, Goalpara	94357-56718	Entire District

5.6. SHELTER MANAGEMENT TEAM:

The shelter management team will ensure proper accommodation of affected people in the shelter. They will co-ordinate with Health, PublicHealth, Animal Husbandry and Disaster Management Branch for ensuring safe drinking water, emergency medical arrangement, food and other essential items in the shelter place. Moreover, they will report to the control room about the status of each shelter camp daily.

Sl. No.	Name and Address	Designation	Department / Agency	Contact No
1	Sri Noran Das, ACS	Project Director, DRDA	DRDA	99572-61303
2	Sri Rakesh Deka, ACS	ADC & CEO ,DDMA, Goalpara	District Administration	70026-44939
3	Sri Anita Hazarika, APS	Additional SP	Police Department	98645-05328 60269-00466
4	Sri Amar Jyoti Nath, ACS	Circle Officer, Balijana	Revenue	60036-50061
5	Sri Sashi Kr. Deka, ACS	Circle Officer, Matia	Revenue	91016-06775
6	Smt. Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Revenue	93659-03448
7	Sri Rajib Gogoi, ALRS	Circle Officer, Lakhipur	Revenue	91014-08612
8	Sri Pritom Raja Sarma, ACS	Circle Officer ,Rangjuli	Revenue	86382-68530
9	Sri Sadullah Khan	Inspector of School	Education	86380-93508
10	Sri Monoj Kr. Choudhury	District Transport Officer	Transport	9435194316
11	Sri Sadullah Khan	i/c District Elementary Education Officer	Education	86380-93508
12	Md Razzak Uddin Sheikh	Asstt.Gen.Manager, APDCL	Electricity	9127016221
13	Md Shah Jahan Ahmed	General Manager, DICC	Industry	70028-84452

5.7. WATER & SANITATION TEAM:

The team will initiate action for restoration of clean drinking water supply, effective sanitation facilities during and after occurrence of any disaster. They will also ensure deployment of departmental vehicles and labourers.

Sl. No.	Name and Address	Designation	Department / Agency	Contact No
1	Sri Noran Das, ACS	i/c Project Director, DRDA	DRDA	9957261303
2	Sri Pallab Kr. Das	Executive Engineer	PHED	9435044140
3	Sri Abdus Sattar	DPE, SSA	Elementary Education	94353-14629
4	Sri Purusottam Das	Dy. Director, Town & Country Planning	Town & Country Planning	94357-21020

5.8. RELIEF AND CO-ORDINATION TEAM:

The team will ensure sufficient stock of essential commodities during and after occurrence of any kind of disaster.

Sl. No.	Name and Address	Designation	Department / Agency	Contact No
1	Sri Rakesh Deka, ACS	ADC & CEO ,DDMA, Goalpara	District Administration	7002644939
2	Sri V.V. Rakesh Reddy, IPS	SP, Goalpara	Police	94358-10993
3	Sri Niranjan Kalita	Dy. Director. ,Food & Civil Supplies	Food ,Civil Supplies & Consumer Affairs	8812925909
4	Sri Amar Jyoti Nath, ACS	Circle Officer, Balijana	Revenue	60036-50061
5	Sri Sashi Kr. Deka, ACS	Circle Officer, Matia	Revenue	91016-06775
6	Smt Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Revenue	93659-03448
7	Sri Rajib Gogoi, ALRS	Circle Officer ,Lakhipur	Revenue	91014-08612
8	Sri Pritom Raja Sarma, ACS	Circle Officer ,Rangjuli	Revenue	86382-68530
9	Sri Ratan Kr. Saha	BDO, Balijana	P&RD	70029-40547

10	Smt. Anwesha Saikia, ACS	BDO, Kharmuza	P&RD	87218-60231 86381-83132
11	Sri Raben Kr. Barman	BDO, Matia	P&RD	9954306564
12	Smt Bakul Rani Mahanta	BDO, Krishnai	P&RD	86388-17694 94350-46232
13	Md Iqbal Rasul	BDO, Lakhipur	P&RD	99572-42372
14	Sri Abinash Teye	BDO, Kuchdhowa	P&RD	97065-13631
15	Sri Samarendra Sarma, ALRS	BDO, Rangjuli	P&RD	9864122835
16	Md Abdul Jalil	BDO, Jaleswar	P&RD	91012-67099

5.9. DAMAGE ASSESSMENT TEAM:

The team will assess the infrastucture damaged by disasters and would submit the details report along with plan & estimates for temporary restoration within one month of the incident.

Sl. No.	Name and Address	Designation	Department / Agency	Contact No
1	Sri Rakesh Deka, ACS	ADC & CEO ,DDMA, Goalpara	District Administration	70026-44939
2	Sri Amar Jyoti Nath, ACS	Circle Officer, Balijana	Revenue	60036-50061
3	Sri Sashi Kr. Deka	Circle Officer, Matia	Revenue	91016-06775
4	Smt Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Revenue	93659-03448
5	Sri Rajib Gogoi, ALRS	Circle Officer, Lakhipur	Revenue	91014-08612
6	Sri Pritom Raja Sarma, ACS	Circle Officer ,Rangjuli	Revenue	86382-68530
7	Sri Ajit Kr. Das	Executive Engineer	PWD (RR)	94352-53655
8	Sri Dilip Kalita	Executive Engineer	PWD (Building)	98641-40350

5.10. TRAUMA COUNSELLING TEAM

Sl.No	Name and Address	Designation	Department / Agency	Contact No
1	Dr. Paresh Kalita	Joint Director	Health & Family welfare	9435025238
2	Smt. Kalyani Kangkana Das, ACS	i/c DSWO	Social Welfare	98540-26086
3	Dr. Chand Mohammad	Dist. Veterinary Officer	A H & Vety.	99541-43616

5.11. CARCASS DISPOSAL TEAM

Sl. No.	Name and Address	Designation	Department / Agency	Contact No
1	Sri V.V. Rakesh Reddy, IPS	SP, Goalpara	Police	94358-10993
2	Sri Amar Jyoti Nath, ACS	Circle Officer, Balijana	Administration	60036-50061
3	Sri Sashi Kr. Deka	Circle Officer, Matia	Administration	91016-06775
4	Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Administration	93659-03448
5	Rajib Gogoi, ALRS	Circle Officer, Lakhipur	Administration	91014-08612
6	Sri Pritom Raja Sarma, ACS	Circle Officer, Rangjuli	Revenue	86382-68530
7	Monoj Kr. Choudhury	District Transport Officer	Transport	94351-94316
8	Anupam Sarma	District Fishery Development Officer	Fishery Department	99579-41576
9	Dr. Shahidul Islam	District Veterinary Officer	Animal Husbandry & Veterinary Department	70025-69112
10	Pallab Kr. Das	Executive Engineer	PHED	94350-44140
11	Trishna Sarma, ACS	Executive Officer, Goalpara Municipality Board	District Administration	70023-29264

5.12. PATROLLING, LAW & ORDER MAINTAINING TEAM

Sl. No.	Name and Address	Designation	Department / Agency	Operating area	Contact no
1	Sri Khanindra Choudhury, IAS	DC & Chairperson DDMA, Goalpara	District Administration	Entire District	94350-22082
2	Sri V.V.R.Reddy, IPS	SP, Goalpara	Police	Entire District	94358-10993
3	Sri Anita Hazarika, APS	Additional SP, Goalpara	Police	Entire District	98645-05328
4	Sri Amar Jyoti Nath, ACS	Circle Officer, Balijana	Revenue	Entire District	60036-50061

5	Sri Sashi Kr. Deka	i/c Circle Officer, Matia	Revenue	Entire District	91016-06775
6	Shagufta Anzum Suheily, ALRS	Circle Officer, Dudhnoi	Revenue	Entire District	93659-03448
7	Rajib Gogoi, ALRS	Circle Officer, Lakhipur	Revenue	Entire District	91014-08612
8	Sri Pritom Raja Sarma, ACS	Circle Officer ,Rangjuli	Revenue	Entire District	86382-68530

5.13. Village Land Management and Conservation Committees (VLMCC)

The VLMCCs have been formed in all the Revenue Circles of the district. The VLMCCs would mainly deal with land management issues, conservation of natural resources and Disaster Management. Total 789 nos. of VLMCCs were formed in the district.

Chapter- VI

Response and Relief Measures

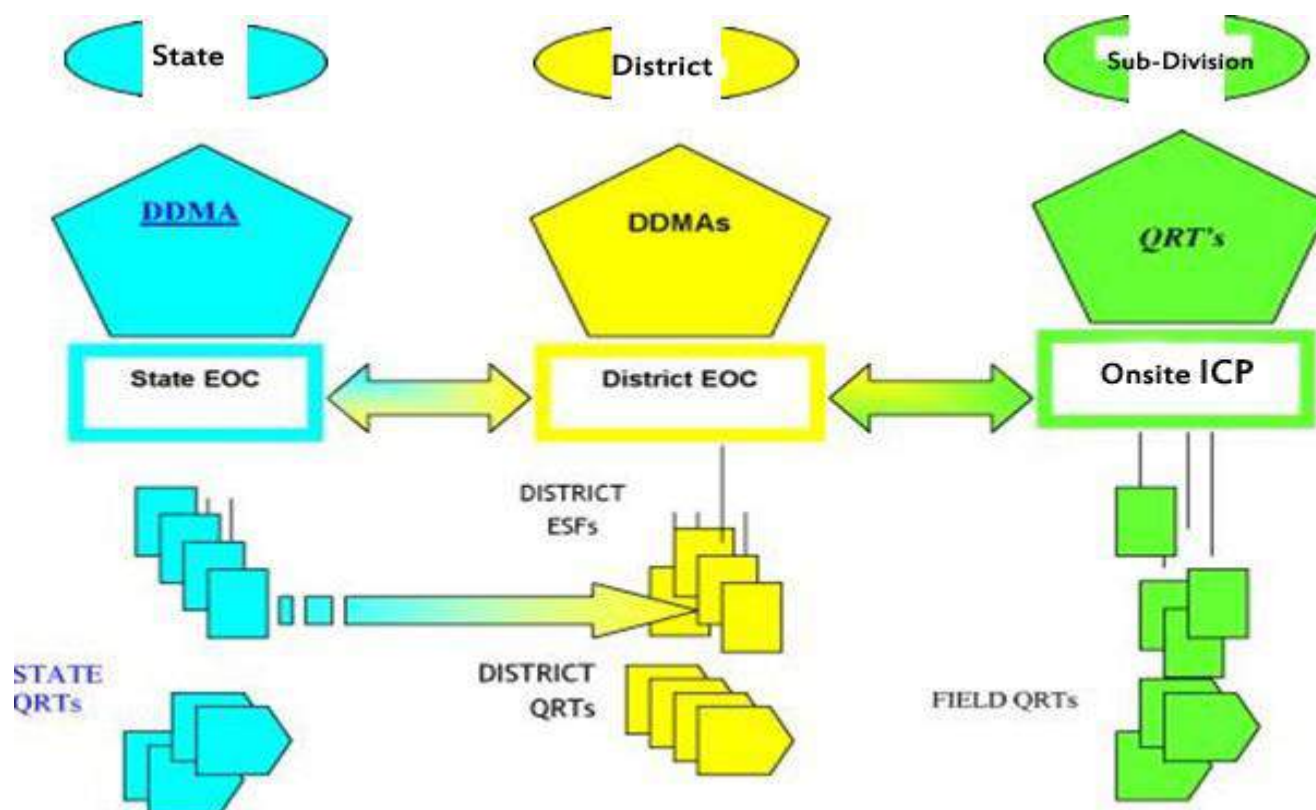
The need for an effective disaster management strategy is to lessen disaster impact which can be achieved through strengthening and reorienting existing organizational and administrative structure from district - state to national level. The emergency response plan is a first attempt to follow a multi-hazard approach to bring out all the disasters on a single platform and incorporates the '*culture of quick response*'. Under the plan, common elements responsible for quick response have been identified and a set of responsible activities has been articulated. It provides a framework to the primary and secondary agencies and departments, which can outline their own activities for disaster response. The plan will also include specific disaster action plans along with modal scenarios in detail to conduct practice drills at district administration level.

- Identification of disasters in the district depending on:
 - Past records
 - Micro-zonation according to the geological settings
 - Vulnerability associated in context to the disaster
 - Risk assessment according to the socio-economic conditions
- Identification of emergency response functions in consultation to the guidelines provided by state nodal agency
- Identification of responsible government and non-government agencies according to the response functions
- Identification of responsible officers, manpower and resources according to the activities of the identified agencies
- Identification of primary and secondary agencies and demarcation of roles and responsibilities according to their functions
- Conducting regular trainings, meetings and mock drills

Most of the disasters are to be managed at the state and district level. The Centre plays a supporting role in providing resources and assistance. It will mobilize support in terms of various emergency teams, support personnel, specialized equipments and operating facilities depending upon the scale of the disaster. Active assistance would be provided only after the declaration of national emergency level. (National Disaster Response Plan, 2001). In case disaster may be managed at the district level, district emergency operation system would be activated where state and national level authorities would be on guard in case of assistance needed. Incident Commander (IC) of the district would activate the emergency support functions and Incident Response System and similarly according to the guidance disaster management teams and quick response teams would respond.

If disaster may not be managed with district level and required active participation of state resources, State EOC

would activate and Divisional Commissioner would take over the IC system.



The Response plan establishes an organized setup to conduct ESF operations for any of the Natural and Manmade Disasters. It outlines an implementing framework of sharing resources as per the requirement during an emergency situation. The Response Plan has structured the response of concerned department's i.e. primary and supporting departments to be organized and function together with grouping capabilities, skills, resources, and authorities across the State and district Government with the ESF plan. The plan unifies the efforts of State Departments and supporting agencies to be involved in emergency management for a comprehensive effort to reduce the effects of any emergency or disaster within the state.

➤ Emergency Support Functions (ESFs)

The ESF activates under the guidance of Incident Commander (District Magistrate) who is also a head of Incident Response System (IRS). Under the IRS, a team of 11 ESFs nodal officers works together also called as Disaster Management Team (DMT). DMT would also be constituted at District level with district level nodal officers. The members of Disaster Management team would also heads primary agency and simultaneously coordinate with the secondary agencies. Each of the primary and secondary agencies would also comprise of quick response team trained to carry out their functions at the response site. The success of ESF will be of critical importance and would reflect in the lives saved in the first few hours.

➤ Primary and Secondary Agencies

The designated primary agency action as a central agency would be assisted by one or more supporting agencies (secondary agencies) and will be responsible to manage activities of the ESFs and ensuring the mission accomplished. The primary and secondary agencies have the authority to execute response operations to directly support the state needs.

➤ Situation Reports

Situation reports provide an update of relief operation at regular intervals. These reports are crucial for planning out response actions to be undertaken in affected areas. The situation reports provide information about the disaster status, casualties, status of flow of relief materials, arrival/departure of teams etc.

➤ Quick Response Teams (QRTs)

The QRTs at district level should leave for the affected site within 3 to 6 hours of the event after the declaration of emergency. They have to be adequately briefed by their respective departments. Team should be self-sufficient in terms of resources, equipments, survival kits and response work.

➤ Emergency Operation Centre (EOC)

EOC is a nodal point for the overall coordination and control of relief work in case of any disaster situation. In case of any disaster district level EOC has to be activated. The primary function of EOC is to facilitate smooth inflow and outflow of relief and other disaster related activities. These EOCs act as bridges between State and Centre government.

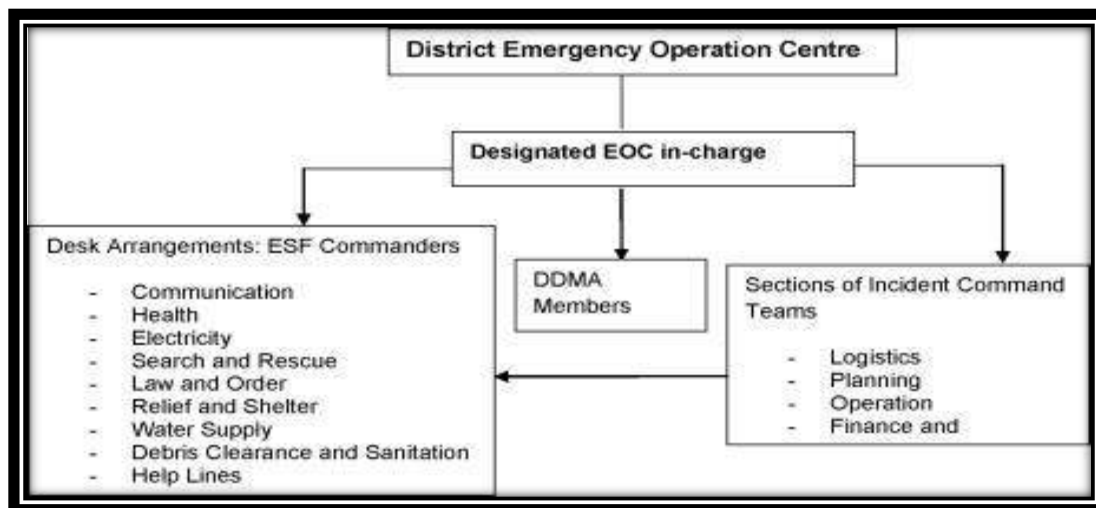
➤ Operational -Coordination Structure

Each organization generally has a framework for direction of its operation and coordination between its different units. Disaster Management generally requires partnership between organizations and stakeholders. An effective and early response requires mobilization of manpower, equipments and materials belonging to different organizations which may not be working together during normal times. Therefore, a framework needs to be prescribed as a part of emergency planning for operational directions

and coordination during response phase. This plan recognizes role of District Magistrate in providing overall operational direction and coordination for all the response functions. With the help of District Disaster Management Committee and District Emergency Operation Centre District Magistrate has formulated following coordination structure for response plan.

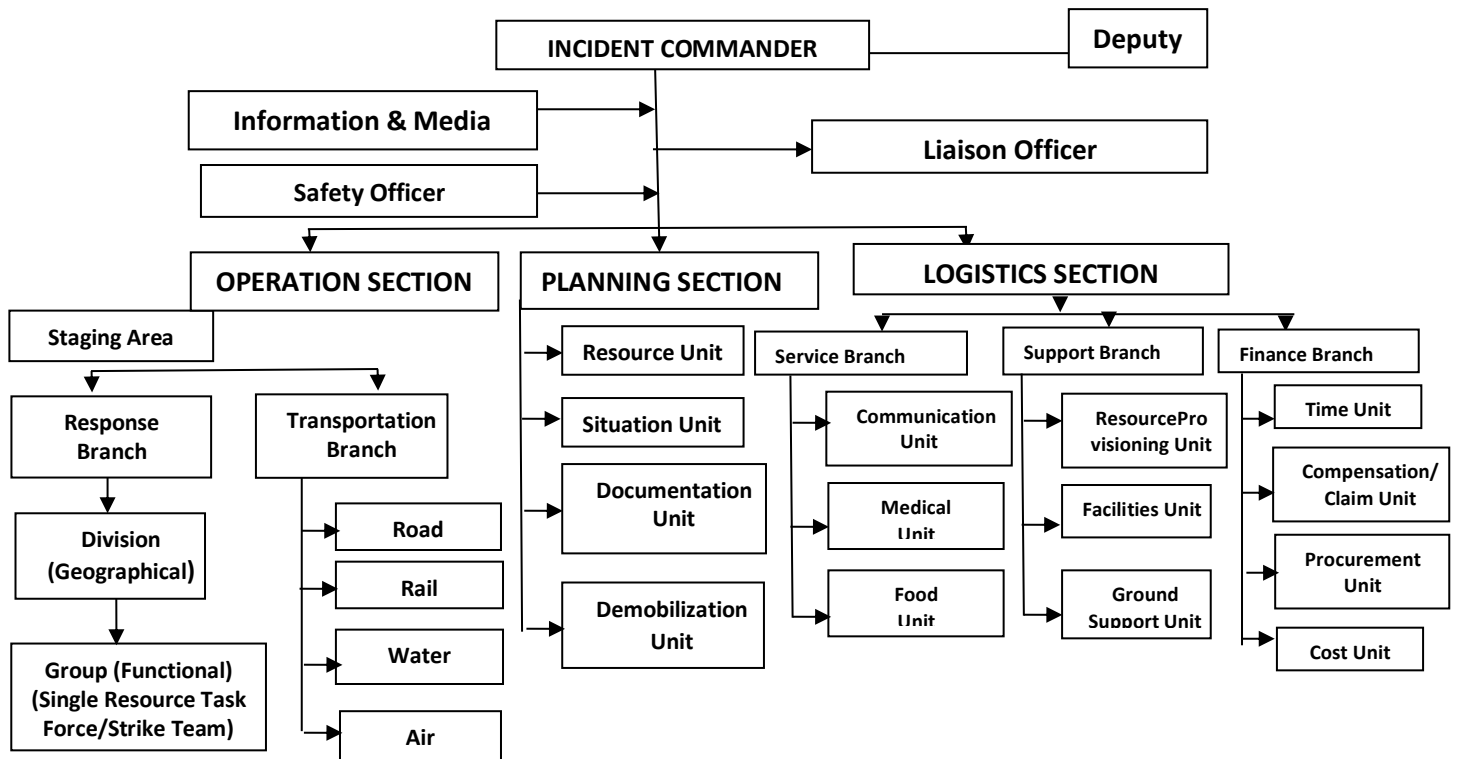
➤ **Trigger Mechanism**

As soon as Emergency Operation centre would get the information about any emergency, the staff on duty in EOC will pass the information to DM-New Delhi and seek for his instruction for further actions. If the information pertains to the occurrence of a disaster in any part of the district, the staff on duty will also try to inform DDMA members, Emergency Support Functions-team leaders, major hospitals and State Disaster Management Authority etc. The staff on duty will also be responsible to reclaim information related to type, magnitude and location of the disaster and also inform it to responsible authorities. The EOC in-charge will also inform all the details to Divisional Commissioner and State EOC. All the desk officers/team leaders and Incident Response Team members will also be informed to immediately report at District EOC. Incident Response team and Desk officials would respond as per their Standard Operating Procedures and directions of Incident Commander(IC).

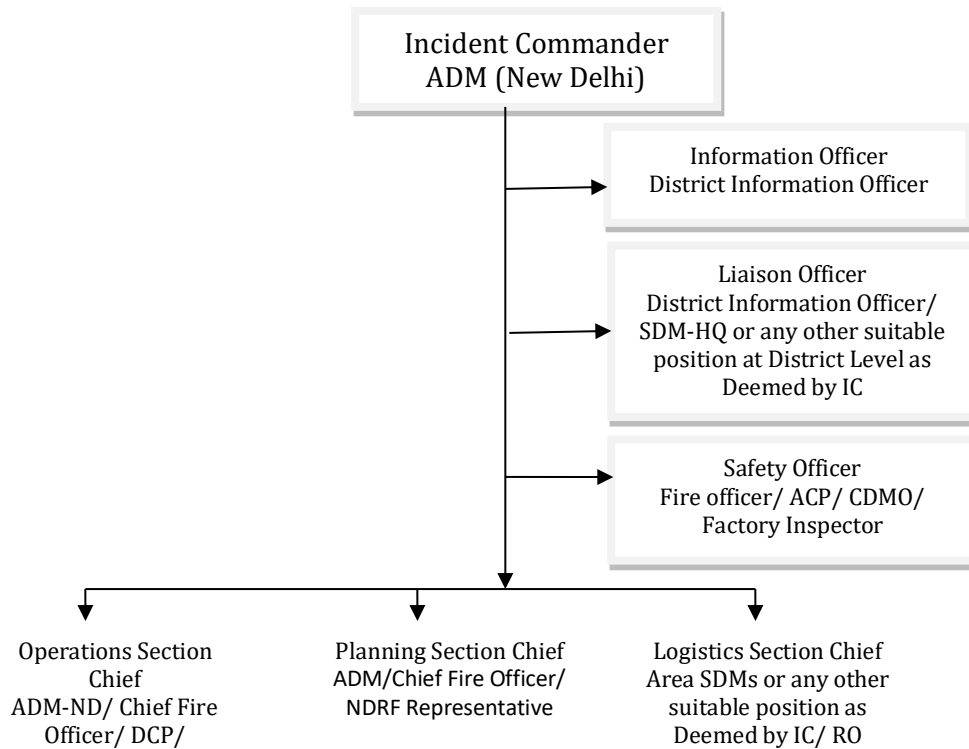


➤ Activation of Incident Response System

The emphasis in Disaster Management has shifted from relief centric approach to proactive regime, and as such a well coordinated response with clockwork precision becomes one of the most important goals. Incident Response System has been developed in this regard. In this system, the District Magistrate is the Responsible officer in case of emergency pertaining to his own district.



During Emergency period ADM (New Delhi) would be designated as Incident Commander (IC) and shall take up following immediate actions.

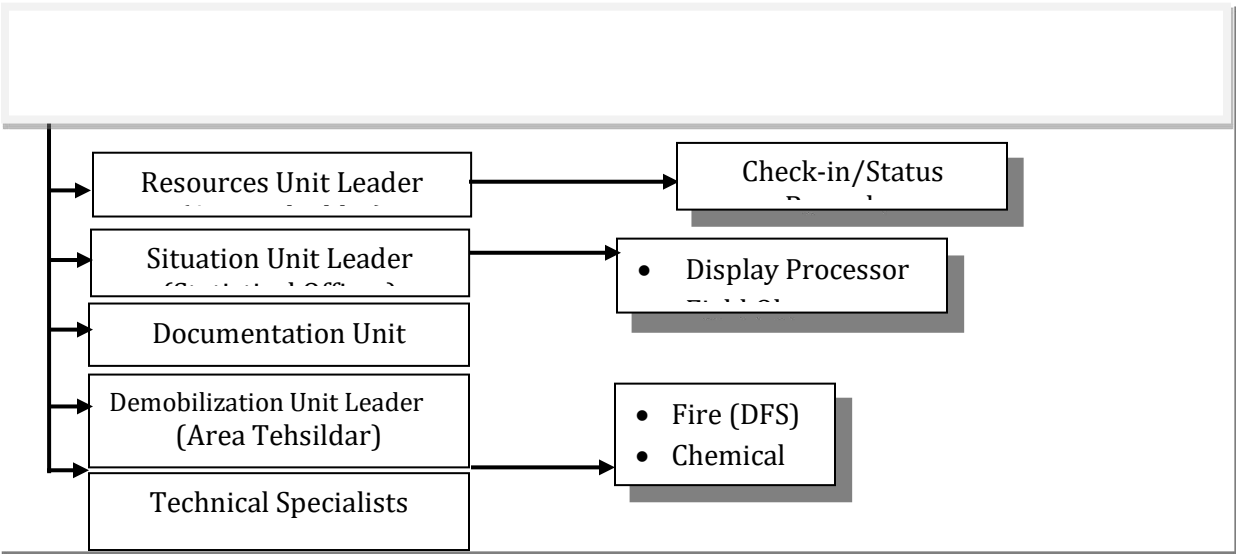
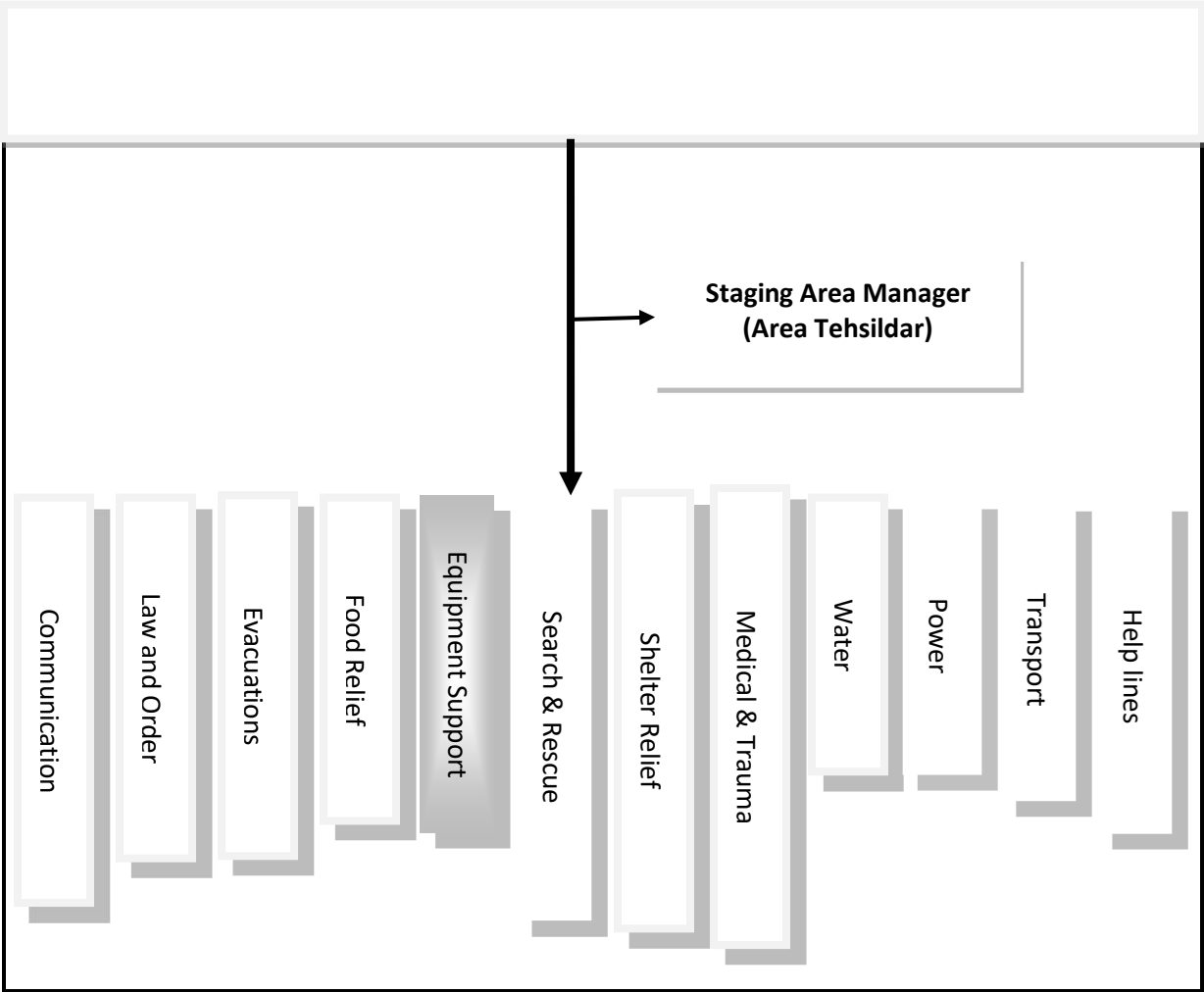


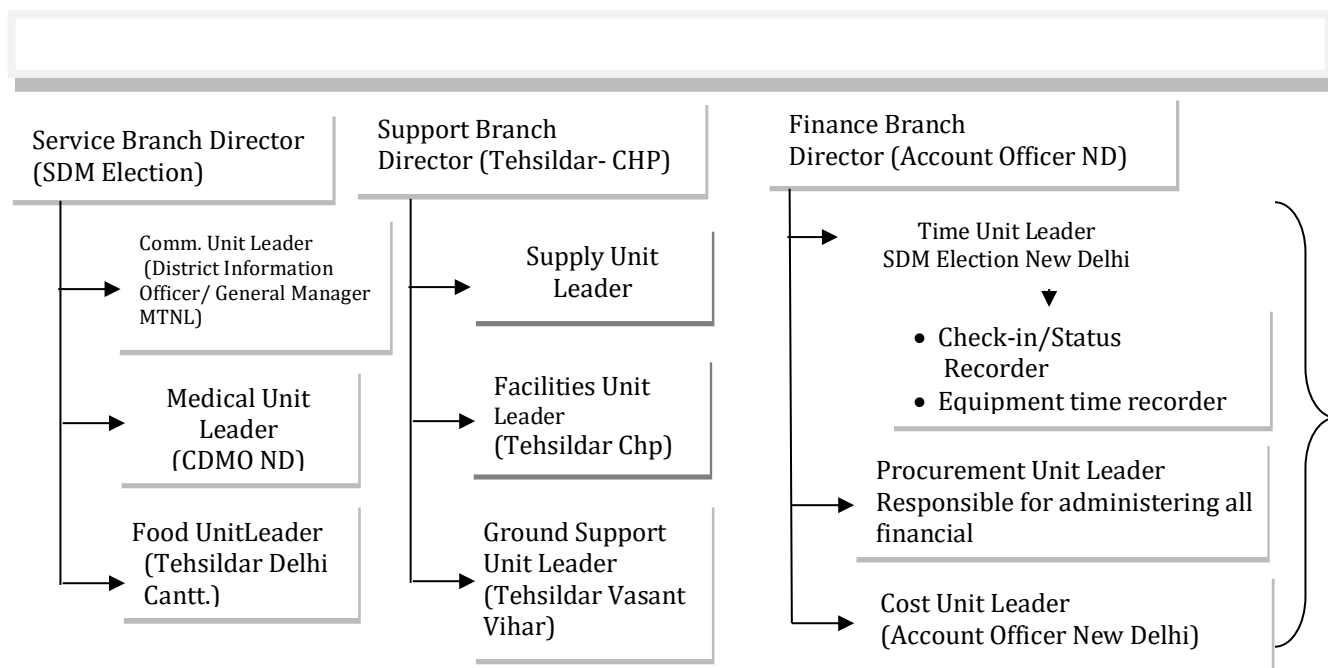
IC will designate IRS members according to the rank requirement and assign responsibilities under three sections of logistics, planning, and operation. IC will also direct to the EOC in-charge to inform all the DDMA members about the incident and ICP (Incident Command Post). RO will direct ADM-New Delhi to coordinate with the team leader of Emergency Support Functions (ESFs)

EOC/PCR will also pass the information to the DDMA members about the location of ICP. Direct EOC in-charge to pass the information to the State apex body/Unified commander. If the disaster is in more than one district, the D.M. of the district that has maximum loss will act as Incident commander. In case all the districts are more less equally affected, then the Divisional Commissioner of Delhi will act as Unified Incident Commander and the DM as Incident Commander in his/her own district.

It is mandatory that all line departments/Organizations/individuals should obey the command of the Incident Commander as condition demands. He can divert all mechanisms and resources in the district to

fight against a scenario leading to Disaster/calamity in the district. The entire Incident Response system is shown in the Figures below:





6.4. Notified Officers/ Official in Incident Response System.

Sl. No.	Responsibility		Designation
01	Responsible Officer		Deputy Commissioner & Chairman,DDMA
02	Incident Commander		Chief Executive Officer (CEO), DDMA & Addl. Deputy Commissioner,DM
03	Deputy Incident Commander		Branch Officer, DM Branch
04	Safety Officer		Addl. Deputy Commissioner, Law & Order
05	Liaison Officer		Project Officer, DDMA
06	Information & Media Officer		DIPRO
07	Operation Section Chief		Superintendent of Police
	a	Staging Area Manager	District Transport Officer
	b	Rescue & Response Branch	
	i. Natural Disaster		Station Officer, Fire & Emergency Service
	ii. Epidemic & Health Hazard		Joint Director Health & Family Welfare
	iii. Manmade Disaster		Superintendent of Police
	c	Transport Branch (Road, Rail, Water & Air Unit)	District Transport Officer
8	Planning Section Chief		Addl. Deputy Commissioner, Development

	a	Situation Unit	Project Officer, DDMA
	b	Resource Unit	Project Officer, DDMA
	c	Documentation Unit	All Revenue Circle Officers Field Officer, DDMA
	d	Demobilization Unit	(AEE Water Resources) Field Officer/ Technical Officer, DDMA
9	Logistic Section Chief		Addl. Deputy Commissioner, Nazarat
	a	Service Branch	AC, Nazarat
		i. Communication Unit	In charge APRO
		ii. Medical Unit	CM & HO Health & FW
		iii. Food Unit	Deputy Director, Food & Civil Supply
	b	Support Branch	Nazarat Officer
		i. Rescue Provision Unit	EE, PWD, Road
		ii. Facilities Unit	EE, PWD Building AEE, PWD, Building
		iii. Ground Support	EE, PHE
	c	Finance Branch	Nazarat Officer
	i. Time Unit		Nazir
	ii. Compensation/ Claim Unit		Branch Officer, DM Branch
	iii. Procurement Unit		FAO/Treasury Officer
	iv. Cost Unit		FAO/Treasury Officer

6.5. Responsibilities under Incident Response System

➤ Incident Commander: ADC (Goalpara)

- Incident Commander (IC) shall rush to the District Emergency Operation Center (DEOC) where technical experts and section chiefs shall join him. He shall remain in the contact of DEOC to know the updated status of incident.
- In consultation to technical experts, Incident Command Post (ICP) shall be selected near incident site. Site selection shall be based on the wind prevailing directions and probability of secondary hazards etc.
- Obtain updates of the incident situation from ICP and establish a link for continuous communication through dedicated telephone lines with speakerphones, set of walkie-talkies, computer link etc. with the help of coordinator.
- Supervise the overall management of each function through respective members of DDMA and expediting response whenever required.
- Identify the hazardous and threatened area based on map and information received ICP.
- Take decisions on requirement and priorities of evacuation and organize the resources to execute the same.
- Based on the inputs from the first responders, and experts available at ICP, identify the additional resources requirement and initiate mobilization with the help of section chiefs.
- Coordinate with the other district authorities and state authority.
- After making required arrangement, IC shall visit incident site to supervise the situation.
- He shall also take decisions in demobilizing the resources after the incident.

Following three officers will support Incident Commander along with Operation, logistic, planning and finance section chiefs.

➤ **Safety Officer: -**

1. Recommend measures for assuring safety of responders and to assess or anticipate hazardous and unsafe situations and review it regularly;
2. Ask for assistants and assign responsibilities as required;
3. Participate in planning meetings for preparation of IAP (Incident Action Plan);
4. Review the IAP for safety implications;
5. Obtain details of accidents that have occurred within the incident are if required or as directed by IC and inform the appropriate authorities;
6. Review and approve the Site Safety Plan, as and when required;

➤ **Liaison Officer: -**

1. Maintain a list of concerned line departments, agencies (CBOs, NGOs) and their representatives at various locations.
2. Carry liaison with all concerned agencies including NDRF and Armed forces and line department of Government.
3. Monitor Operations to identify current and potential inter-agency problems.
4. Participate in planning meetings and provide information on response by participating agencies.
5. Ask for personnel support if required.
6. Keep IC informed about arrival of all Government and Non - government agencies and their resources.
7. Help in organizing briefing sessions of all Government and Non-governmental agencies with IC.

➤ **Information Officer: -**

1. Prepare and release information about the incident to the media agencies and others with the approval of IC.
2. Note down decision taken and directions issued in case of sudden disasters when Incident Response Team has not been fully activated.
3. Ask for additional personal support depending on the scale of incident and workload.
4. Monitor and review various media reports regarding the incident that may be useful for incident planning.
5. Organize Incident Action Plan meeting as directed by the Incident Commander.
6. Coordinate with IMD to collect weather information and disseminate it to all concerned.

➤ **Operation Chief: Superintendent of Police -**

Most preferred rank for the operation chief is Superintendent of Police. Following are the duties designated for Operation Chief:

1. Responsible for the management of all operations directly applicable to the primary mission. He will activate the emergency support functions and will coordinate with the team leaders of ESFs.
2. Activates and supervises organization elements in accordance with the Incident Action Plan (IAP) and directs its execution.
3. Determine need and request additional resources.
4. Review suggested list of resources to be rebased and initiate recommendation for release of resources.
5. Make expedient changes to IAP as necessary.

6. Report Information about special activities, events or occurrences to Incident Commander.
7. Maintain Unit / Activity details.

➤ **Emergency Support Functions**

ESFs shall be activated under Operation Chief. On the receipt of information, Team Leaders (TLs) would take up following actions.

- i. On the receipt of information about the off-site emergency Team Leaders (TLs) will activate their own Emergency Support Functions (ESFs).
- ii. TLs will join IC and Superintendent of Police (Goalpara) in DEOC to ensure coordination and to provide assistance.
- iii. TLs would also move to the site for better operational control.
- iv. TLs will call the nodal officers of supporting agencies and immediately deploy the quick response teams (QRTs) from the location of nearest to the incident site.
- v. They further reinforce their teams by deploying additional resources from surrounding areas so the effective first respond can be rendered at site.
- vi. A high alert would be notified to move additional resources and manpower to the incident site.
- vii. According to the feedback report, additional TLs will take decision of movement of more team and manpower. In some of cases, TLs may need to mobilize resources from nearby districts or states. In such cases, chiefs will organize this through respective head quarters.

➤ **Planning Section Chief**

Planning section chief shall be responsible for performing following duties:

- Collection, evaluation, dissemination and use of information about the development of incident and status of resources. Information is required to understand the current situation and to prepare alternative strategies and control operations.
- Supervise preparation of Incident Action Plan (IAP).
- Provide input to Incident Commander and Operation Chief in preparation of IAP.
- Reassign out of service personnel already on site to other positions as appropriate.
- Determine need for any specialized resources in support of the incident.
- Establish information requirements and reporting schedules for Planning Section Unit (e.g. Resources, Situation Unit).
- Compile and display incident status information.
- Facilitate the preparation and implementation of Incident Demobilization Plan.
- Incorporate Plans (e.g. Traffic, Medical, Site Safety, and Communication) into IAP.
- Maintain Unit / Activity details.

a). Resource Unit Leader

Responsible for maintaining the status of assigned resources (Primary and support) at an incident. This is achieved by overseeing the check-in of all resources, maintaining a status keeping system indicating current location and status of all resources and maintenance of a master list of all resources e.g. by key supervisory personnel, primary and support resources etc

- Establish check-in function at incident locations.
- Prepare Organization Assignment List & Organization chart.
- Maintain & post the status and location of all resources.
- Maintain master list of all resources checked in at the incident.

b). Check-in/Status Recorder:

Needed at each check-in location to ensure that all resources assigned to an incident are accounted for:

- Prepare check-in form, resource status boards and status display board.
- Establish communications with the communications Centre and Ground Support unit.
- Post signs so that arriving resources can easily find the check in locations.
- Record check-in information on check-in lists.
- Transmit check-in information to Resources Unit on regular pre-arranged schedule/ as per need.
- Receive record and maintain status information for single resources, strike teams, task forces, overhead personnel.
- Maintain file of check-in lists.

c). Situation Unit Leader

- Begin collection and analysis of incident data as soon as possible.
- Prepare post or disseminate resource and situation status information as required, including special requests.
- Prepare incident status summary.
- Provide photographic services and maps if required.

d). Display Processor (Draftsman-Computer trained): Responsible for display of incident status information obtained for field observers, resource status reports, aerial photographs, etc.

- Determine: -
 1. Location of work assignment.
 2. Numbers, types and locations of displays required.
 3. Priorities.
 4. Map requirements for incident.
 5. Time limits for completion.
 6. Field observer assignments & communication means.
- Obtain necessary equipment and supplies.
- Obtain copy of IAP for each period.
- Assist SITL in analyzing and evaluating field report.
- Develop required displays in accordance with time limits for completion.

e). Field Observers

Responsible to collect situation information from personal observations at the incident & give it to situation team

leader:-

- Determine: -
- Location of assignment.
- Type of information required
- Priorities.
- Time limit for completion.
- Method of communication.
- Method of transportation.
- Obtain copy of IAP for the operation period.
- Obtain necessary equipment & supplies for his use.
- Collect data like
- Perimeter of location of hot spots etc.
- Be prepared to identify all facilities location (e.g. division boundaries).
- Report information to SITL.

f). Demobilization Leader

- Responsible for developing incident DMOB Plan.
- Review incident resource records to determine the likely size and extent of DMOB effort addl. Personnel, work space and supplies needed.
- Coordination DMOB with agency representatives
- Monitor ongoing operation section resource needs.
- Identify surplus resources and probable release time.
- Develop incident check out for all units.

g). Documentation Leader:

- i. Arranging for complete documentation of proceedings at the incident site.
- ii. Maintaining record of what happened and what actions were taken.
- iii. Recovering response costs and damages.
- iv. Setting the record straight where there are charges of negligence or mismanagement resulting from the incident.
- v. Reviewing the efficiency and effectiveness of response actions.
- vi. Preparing for future incident response.
- vii. Videotaping of the entire combat and rescue operations.

h). Technical Coordinators

Two to Four experts in geo-sciences, fire safety, industrial safety and health shall be nominated as technical experts. Major issues shall be addressed by them are:

I). Formulation of response objectives and strategy TC shall assess the incident before taking actions and formulate realistic response objectives. The assessment shall be based upon following points:

- Pre-incident plans.
- Information related to material involved, container involved, vehicle and structure involved and atmospheric conditions affecting the incident.
- Environmental monitoring and sampling data (if available).

- Public protective actions to be initiated.
- Resource requirements (trained manpower, specialized protective gear and other equipments).
- Hazards posed to the nearby areas on the bases of above-mentioned points they will formulate a defensive strategy to protect the public and environment from the immediate spill or discharge area.

I. Identification of Hazard Zone

Technical experts shall be able to determine real time contaminant concentrations at various distances downwind. They shall be responsible to estimate downwind concentrations and feeding the information to the Team leaders of various ESFs for further response. To estimate the hazard zone in a particular emergency scenario, the technical coordinator shall place the transparency of the vulnerability template with its x- axis along the prevalent wind direction and start point on the source of release on the scaled map.

II. Establishment of Hazard Control Zones at Incident Site

Technical expert should determine the zones varying according to the severity of hazard. For example Hot Zone, Warm Zone and Cold Zone. According to the zones local commandant post and rescue operations should take place.

III. Suppression of Hazardous Gas or Vapour Releases

Technical experts should also identify response measures to any other probability of outburst due hazardous gas and vapour release directly in the atmosphere from the ruptured and punctured containers or from the evaporating and boiling pools of liquid that have been formed due to chemical spill.

IV. Selection of Personal Protective Equipments (PPEs)

Technical persons should be able to guide the QRTs entering the hot zone on the correct type of PPEs as it is necessary to ensure that the materials from which clothing is fabricated will not be penetrating by the spill substance.

➤ Logistic Section Chief

Responsible to provide facilities, services and materials for effective management of disaster. Participates in development and implementation of Incident Action Plan (IAP) and activates & supervise Logistic section.

- Assign work locations & tasks to section personnel.
- Participate in preparation of IAP.
- Identify service and support requirements for planned and expected operations.
- Coordinate and process requests for additional resources.
- Provide input to / review communication plan, Traffic plan, medical plan etc.
- Prepare service and support elements of IAP.
- Recommend release of unit resources as per DMOB plan.
- Maintain Unit/ Activity details.

Following are the team members who will assist him in the process under service and support branch.

a) Communication Unit Leader:

- Prepare & implement incident wireless communication plan.
- Ensure that incident communication centre & Message centre are established.
- Establish appropriate communication distribution/ maintenance locations within base/ camps.
- Ensure communication systems are installed and tested.
- Ensure equipment accountability system is established.
- Ensure personal portable wireless sets from cache are distributed as per incident wireless communication plan.
- Provide technical information required on adequacy of communication system currently in operation S Geographic limitation on communication system S Equipment capabilities / limitations S Number and types of equipments available S Anticipated problems in the use of communication equipments S Ensure equipments are tested and repaired S Recover equipments from released units.
- Responsible to receive and transmit wireless and telephone messages among to between personnel to provide dispatch services at the incident.
- Set up message centre location as required.
- Receive and transmit messages within and external to incident.
- Maintain files of general messages maintain a record of unusual incident occurrences.

b) Medical Unit Leader:

Responsible for: -

- Development of medical response plan.
- Respond to requests for medical side and transportation for injured & ill incident personnel medical supplies.

(c) Food Unit Leader:

Responsible for supply needs for the entire incident including camps, staging areas: -

- Determine food & water requirements.
- Determine method of feeding to best fit each facility or situation.
- Obtain necessary equipment & supplies and establish working facilities.
- Order sufficient food & potable water from the supply unit.
- Maintain an inventory of food, water.
- Maintain food service areas & ensure that all appropriate health & safety measures are being followed.
- Supervise caterers, cooks and other food unit personnel.

(d) Supply Unit Leader:

Primarily responsible for ordering personnel, equipment & supplies receiving and storing all supplies for the incident maintaining an inventory of supplies servicing nonexpendable supplies to equipment.

- Determine the type & amount of supplies en route
- Order, receive, distribute and store supplies & equipment

- Receive and respond to requests for personnel, supplies and equipment
- Maintain inventory of supplies & equipment.
- Service reusable equipment.

(e) Ordering Manager:

- Obtain necessary order forms
- Establish ordering procedure
- Establish name and telephone number of personnel receiving orders
- Get names of incident personnel who leave ordering authority
- Check on what has been already ordered
- Orders when possible
- Place orders in a timely manner
- Keep time and location for delivery of supplies
- Keep receiving and distribution manager informed of orders placed

f) Receiving & Distribution Manager:

- Organize physical layout of supply area
- Establish procedures for operating supply area
- Set up a system for receiving and distribution of supplies and equipment
- Develop security requirement of supply area

g) Facilities unit leader:

- Primarily responsible for the layout and activation of incident facilities e.g. base, camps, ICP.
- Provides rest and sanitation facilities for incident personnel
- Manage base and camp operations (to provide security and general maintenance)

h) Ground support unit leader:

- Support out of service resources.
- Transportation of personnel, supplies, food & equipment.
- Fueling, service, maintenance and repair of vehicles and other ground support equipment.
- Implementing traffic plan for the incident.

i) Finance and Administration Section Chief

Responsible to take decisions related to financial and cost related matters under given time frame.

Following positions would be helping him in conducting his duties:

- (a) Time Unit Leader:** Responsible for status recording and equipments time taken recording.
- (b) Procurement Leader:** Responsible for administering all financial matters pertaining to vendor contracts.
- (c) Cost Unit Leader:** Responsible for collecting all cost data, performing cost effectiveness analysis & providing cost estimates & cost saving recommendations for the incident.

Chapter- VII

District Level Containment Plan (COVID-19)

7.1. INTRODUCTION

At the district level DC will activate the plan as the Nodal Officer of DDMA, Goalpara. The Protocols will be prepared by daily co-ordinate meetings among all the stakeholders i.e. District Development Commissioner, Superintendent of Police, ADC(Magistracy), ADC (Health), Jt. Director, DMS etc. to implement the rules and Acts:

- Disaster Management Act (2005)
- Epidemic Act (1897)
- Cr. PC
- Assam COVID-19 Containment Regulations, 2020

District Administration shall be responsible for coordinating with various departments like Food and Civil Supply, Water and sanitation, Police and Transport departments and other relevant department to ensure that all the basic humanitarian measures are in place.

1. SPOT MAPPING OF POSITIVE CASES

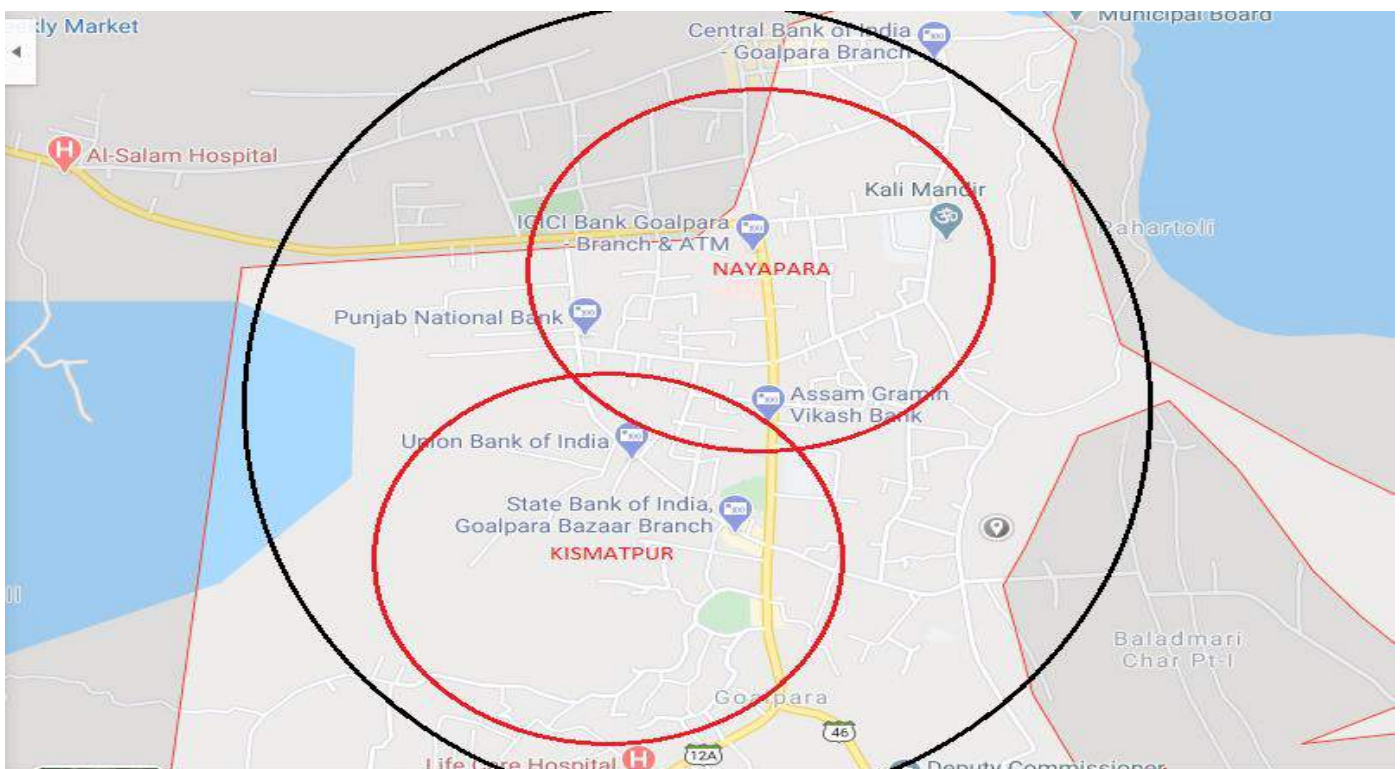


Fig-Spot mapping for Kismatpur and Nayapara Epicentre

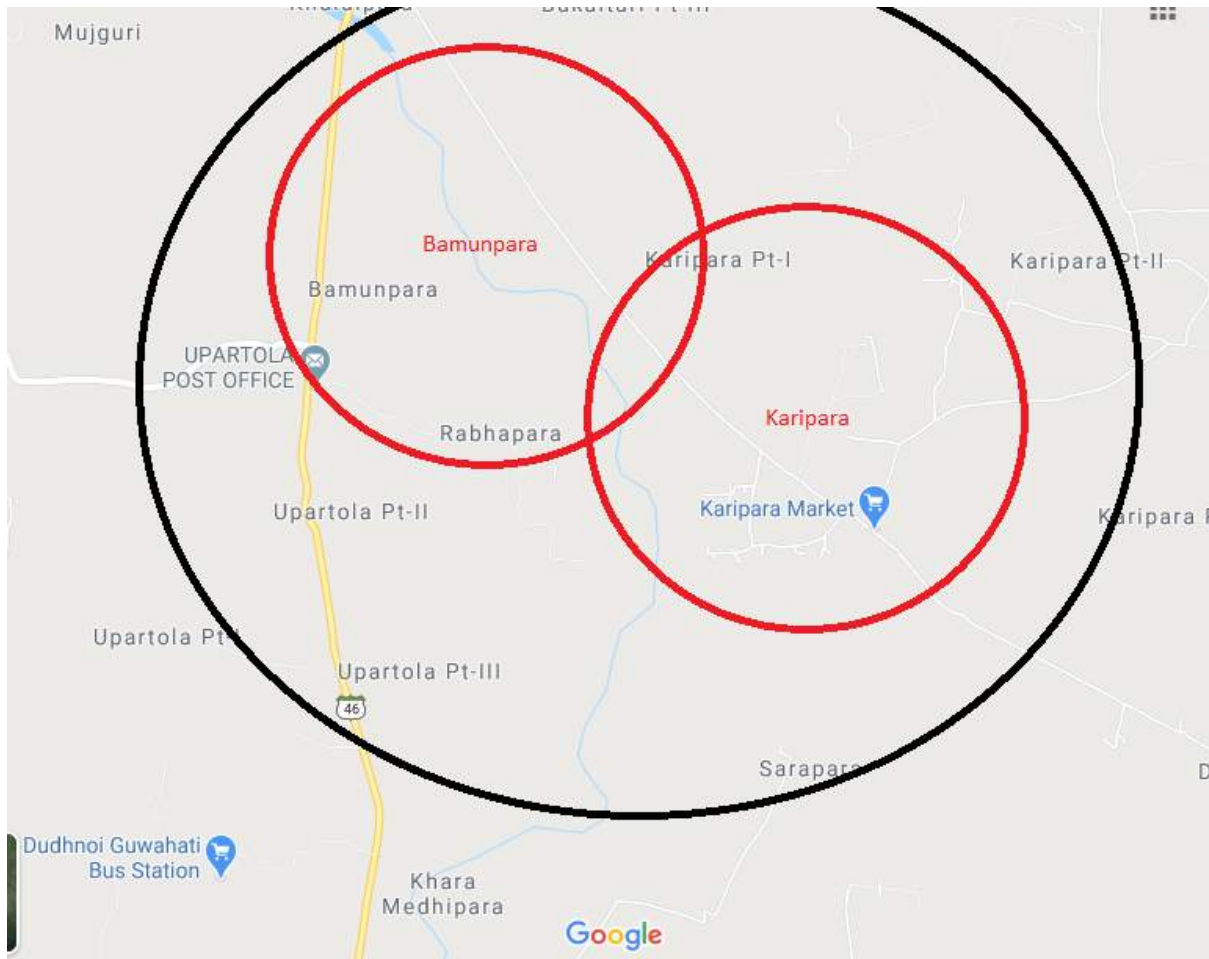


Fig- Spot mapping for Bamunpara and Karipara Epicentre

7.2. Containment measures taken during the Covid-19: -

The cluster containment strategy would be to contain the disease within a defined geographic area by early detection, breaking the chain of transmission and thus preventing its spread to new areas. This would include geographic quarantine, social distancing measures, enhanced active surveillance, testing all suspected cases, isolation of cases, home quarantine of contacts, social mobilization to follow preventive public health measures. Following are the Clusters identified in district -

The containment measures will shut down everything barring essential services.

Services	Personal responsible for operations during lockdown
Essential services (Water, telephone, internet, banking, gas, fuel and electricity etc.)	Deputy Commissioner
Food and Groceries	Department of Food and Civil supplies
Medicines	Joint Director Health.
Sanitation of the containment area and cleaning	District Commissioner / PHE department /Gram Panchayat.
Law and Order	Superintendent of Police

Transportation and shifting	DDMA and transport department
Waste Management	Pollution Control Board and Local Bodies

Isolation Facility Available

Sl.No.	Name of Hospital	Nodal Officer		Total Bed strength	No of beds in isolation facility with No of ventilator			Remarks
		Name	Contact Number		Beds	ICU Beds	Ventilators	
1	Civil Hospital, Goalpara.	Dr. Janabir Das	9954654364	200	48	6	2	Govt Hospitals 139 Beds
2	Matia Model Hospital, Matia	Dr A.K. Talukder	8761084427	20	10	0	0	
3	Bikali Model Hospital, Dhupdhara	Dr. Gyan Basumotary	9613110643	17	10	0	0	
4	Ambari Bazar Model Hospital, Ambari	Dr. AtowarRohman	9435253593	20	10	0	0	
5	Jaleswar Model Hospital, Jaleswar	Dr. Nathuram Rabha	9435013021	20	10	0	0	
6	Dudhnoi FRU, Dudhnoi	Dr. Jayanta Kr. Sahu	9954080496	28	10	0	0	
7	Lakhipur BPHC/CHC	Dr Rafiqul Islam	9954962913	26	10	0	0	
8	Agia BPHC	Dr.Muslimuddin Ahmed	6900500318	14	10	0	0	
9	Mornai BPHC	Dr Sajida Begum	7636878206	14	9	0	0	
10	Rangjuli BPHC/CHC	Dr. Prabin Rabha	9435324485	26	12	0	0	
Total				385	139	6	2	

CHAPTER –VIII

RESPONSE STRUCTURE

8.1. MULTI HAZARD RESPONSE ARRANGEMENTS FOR RESCUE & RELIEF

The whole Goalpara district has been divided into 5 Zones and again Sub divided into 08 Sub-Zones. A Revenue Circle has been taken as a whole zone. The zones will be headed by the respective Circle Officers and the Sectors by the Sector Officers. Each Sub-zone will be headed by the respective Block Development Officer.

8.2. DETAILS OF ZONES/ SUB ZONES AND LIST OF SECTORS

Sl. No.	Name of Zone	Sub-Zones covering by each Zone	Flood Related Sector	Non Flood Related Sector
1	Balijana	Balijana, Kharmuza	Goalpara Town (Ward No. 3,4,5,9,10,11,12), Goalpara Town (Ward No. 7,8,13,14,19), Kharmuza GP, Kumri GP, Baguan GP, Bashbari GP, Ambari GP, Roumari GP, Markula GP, Khanlhowa GP, Ramharirchar GP	Goalpara Town (Ward No. 1,2,6,15,16,17,18), Agia GP, Badahapur GP, Kalpani Chandamari GP, Kalyanpur GP, Baladmari GP, Dwarka GP, Bardamal GP, Balijana GP, Meselkhowa GP, Dariduri GP, Nolonga GP,
2	Matia	Matia, Krishnai	Dalgoma Kadamtola GP, Buduchar GP, Nabagota Simlitola GP, Sidhabari GP, Baguan Kathalbari GP, Karipara GP, Matia GP, Mornoi GP, Sri Surjyagiri GP, Baladmari Char GP,	Fafanga GP, Tukra Barmohara GP, Jira GP, Dirmajjakhili GP, Molandubi GP, Krishnai GP, Manikpur Bhelakhmar GP, Dhaigaon GP, Majjakhili GP, Harimura GP, Bakaitari GP
3	Dudhnoi	Kuchdhowa	Kuchdhowa, Puranibhita, Daranggiri, Lela, Dudhnoi, Damra	
4	Rongjuli	Rongjuli	Rongjuli, Kahibari, Simlitola, Tiplai, Dhanubhanga, Kothakuthi, Ambari, Khutabari, Dhanubhanga.	
5	Lakhipur	Lakhipur, Jaleswar	Khalsa Bhanga GP, Roukhowa GP, Chunari GP, Saktola GP, Aoulatoli GP, Faringapura GP, Dhamor GP, Bapurbhita Jurigaon GP, Lakhipur Town, Mankola GP, Haguripara GP, Rajmita GP, Kathuri GP, Tarangapur GP, Katarihara GP, Jaleswar GP, Gournagar GP, Guriadhap GP, Khalisarbhita GP, Simlabari GP, Gosaidubi GP, Takimari GP	Joyramkuchi GP, Pukhuripara GP, Dodan GP, Hasdoba GP

8.3. DETAILS OF ZONAL OFFICERS/ SUB-ZONAL OFFICER'S WITH CONTACT NUMBER

Name of Zone	Name of Zonal Officer with Contact No.	Name of Sub-Zone	Name of Sub-Zonal Officers with contact No.
Balijana	Amar Jyoti Nath, ALRS, C.O M.No. 6003650061 Chinmoy Kalita, ALRS, CO (A) M No. 76368-79910	Balijana	Ratan Kr. Saha, BDO, Balijana Dev. Block M. No. 70029-40547
		Kharmuza	Anwasha Saikia, ACS, BDO, Kharmuza Dev. Block, M.No. 8721860231/8638183132
Matia	Mainowshree Boro, ALRS, CO M. No. 87440-49867	Matia	Raben Kr. Barman, BDO, Matia Dev. Block, M.No. 9954306564
		Krishnai	Bokul Rani Mahanto BDO, Krishnai Dev. Block, 8638817694/9435046232
Dudhnoi	Shagufta Anzum Suheily, ALRS, CO, Dudhnoi, M.No. 9365903448	Kuchdhowa	Abinash Taye, Kuchdhowa Dev. Block, M. No. 9706513631
Rongjuli	Sovia Pegu, ALRS, CO M.No.86382-20352	Rongjuli	Samarendra Sarma, ALRS, BDO, Rangjuli Dev. Block M. No. 9864122835
Lakhipur	Rajib Gogoi, ALRS, CO, Lakhipur, M.No. 9101408612	Lakhipur	Iqbal Rasul, BDO, Lakhipur Dev. Block, M.No. 9957242372
		Jaleswar	Abdul Jalil, BDO, Jaleswar Dev. Block, M.No. 9101267099

8.4. DUTIES AND RESPONSIBILITIES OF THE ZONAL OFFICERS

- The Zonal officers shall remain in close contact with their respective Sub- Zones & sector officers. They will convey all actions taken by the District Disaster Management Authority to Sub Zone Officers as well as the sector officers immediately.
- They should also liaise with the concerned heads of offices like Medical / Vety / PHE / W.R. etc.
- They shall confirm supply of sufficient copies of blank annexure-IV forms/boats requisition forms/GR requirement form and other relief materials, to their sector officers.
- They should visit all the sectors along with the sector officer to gather prior knowledge of the area and suggest measures to the DC which need special attention only.
- They will assist the sector officers to guide the sector level team. They should also collect names of volunteers/NGOs to assist in relief & rescue parties.
- The Zonal officers will prepare maps (a) On road communication for maintaining minimum road condition (communication link) highlighting the alternate routes available to carry relief material/ food stuff to the flood affected area & EE, PWD (RR) should maintain the plan accordingly & (b) Map highlighting on historically identified vulnerable places with the help of sub-Zones & Sectoral officers.
- They will prepare a mazmuli map showing (a) The Sub- Zones (b) The sectors (c) The highly flood prone villages indicated in yellow & orange colour only.
- They will identify the proposed relief camps along with the sector officer and appoint the head of the institution as the relief camp in-charge, if necessary.
- They must keep on informing the flood situation formally in annexure-IV and over telephone to District Emergency Operation Centre.
- Survey & assessment of flood affected areas shall be carried out only by authorized officers. Any other agencies conducting similar exercise shall have to do so at their own expenses.

8.5.. DUTIES AND RESPONSIBILITIES OF THE SUB ZONAL OFFICERS

- The Sub-Zonal officers shall remain in close contact with their respective Zonal Officer & sector officers. They will convey all actions taken by the District Disaster Management Authority to Sector Officers immediately.

8.6. DUTIES AND RESPONSIBILITIES OF THE SECTORS OFFICERS

- The sector officer will visit the respective areas at least 3-4 times and collect the basic data of his sectors. He will assess the requirement of GR/other relief materials/POL for boats and submit the same to his concerned Zonal Officer/Sub. Zonal Officer.
- He will maintain the register of GR etc. /boat (both country & engine with capacity)/POL issued etc.

- He will collect the necessary annexure-IV / requirement form etc. from the Disaster Management Branch, DC's office well ahead.
- He will identify and arrange the relief camps and appoint In-charge of camp. (Head of institution, where camps are established, should be the first option for appointing as camp In-charge)
- He will ensure the fair & proper distribution of GR etc. and maintain the APRs (Actual Payee Receipt) simultaneously in duplicate. He will also contact, before the flood / during the flood with the concerned officers of Medical/ Vety / PHE / W.R./ Local Police / Army & Para Military forces and collect their address & telephone numbers.
- He will maintain a village wise population register and will divide the village population into adult & minor. He will identify the pin points for HTW (Hand tube well) installation forming user's committees immediately.
- He will identify all the roads / bridges / culverts, standing crop areas / habitation structures, Embankments, dykes and keep records of everything to report in Annexure-IV in time.
- He will guide the sector level team in consultation with his Zonal officer / Sub Zonal Officer to assess the situation.
- He should keep all records properly and neatly and handover the records to his Zonal officer as soon as the flood relief operation are declared over.
- Villages, not included in any sectors will have to be looked after by the concerned sector officer, if flood occur.
- Medical / PHE / W R / Vety / PWD (RR) / Education/ Agriculture/ P&RD/ PWD (Bldg) etc. departments should nominate representative members from their Dept.s to the sector team.

8.7. GUIDING PRINCIPLES FOR MANAGEMENT OF RELIEF/SHELTER CAMP

1. Camp in charge should be assigned with responsibility of maintaining a Camp register where all the details of the inmates of the Camp should be registered properly. The inmate details should contain the numbers of Male, female and infants with age details.
2. Camp Officer should easily be accessible to the camp inhabitants.
3. Special care should be taken to ensure that vulnerable people like disabled, elderly, pregnant women and children get adequate aid and supply of food and other facilities.
4. Sufficient nos of Women Officers should be engaged in management of the camp.
5. Arrangement should be made to prevent abuse against women and children in the camp.
6. A technical person, preferably from electricity or PWD (E) department should be detailed to supervise the proper lighting arrangement in and around the camp and operation and maintenance of the generator set.
7. Petromax or emergency light should be arranged in sufficient numbers in the camp and candle and match box should be provided in every room/tent.
8. Approach to toilet and water source should properly be illuminated.
9. One Sr. Officer of PHE Deptt. should be detailed for maintaining water supply in the camp.
10. Serious effort should be made to ensure to supply of TDP & other parameters for water must be maintained at any cost.

11. One bucket, one Jeri-can or water container and one mug should be provided to every family to store the water for drinking, cooking etc.
12. Ideally one hand pump should be installed for every 200 persons.
13. Hand pumps or water tanks should be minimum 20 ft. away from the toilets.
14. Daily sample of water from tanks, taps & other sources should be collected and analysed in the district lab of PHE Deptt. Corrective measures should be taken as per result of water analyses.
15. Commercially available water filter should preferably be installed. Makeshift arrangement for water purification may be avoided.
16. Ideally there should be one toilet for 20 persons.
17. Toilet should be minimum 10 mtrs and maximum 50 mtrs away from shelter/tent/room.
18. For waste disposal, one communal pit of 2mX5mX2m of size should be dug for 500 persons.
19. Separate toilets should be constructed for men & women and these toilet blocks should be separately be located at reasonable distance.
20. Women & girls should be provided necessary sanitary protection.
21. Sufficient stock of bleaching powder, Toilet cleaner and others item should be maintained.
22. One officer must separately be detailed to supervise regular cleaning and maintenance of the toilets.
23. Distributed food must be of appropriate quantity and fit for human consumption. Food must meet nutritional needs and include pulse, cereals, eggs & fats sources.
24. Preferably disposable plates and glasses may be used to serve the food and water for hygienic reasons.
25. Packed food like biscuit, tined food, ready to eat meals, noodles etc. should be properly checked that they are not expired before distribution.
26. As far as practicable Food Inspector must be detailed to certify the food items before they are served.
27. Dry food like, rice salt, pulse etc. may be distributed for one week at a time as per prescribed scale.
28. Display board should be hanged on each of the counter showing village name or ticket serial numbers of Ticket already distributed to the families during the registration.
29. Separate queue may be allowed for women infirm & elderly people to collect relief aid.
30. Food stock and storage should personally be inspected by the Camp Officer on alternate days.
31. Updated stock register should be maintained.
32. People in the camp should be provided sufficient clothing to protect themselves from adverse effects of the climate.
33. One Doctor with team of paramedical staff should be detailed on roster system around the clock in the camp.
34. Detail inventory & stock register of medicine available within store at camp should be maintained.
35. No prescription will be given to the patient to purchase any medicine from outside the camp. All the medicines should invariably be provided free of charge to the inhabitants.
36. If there are more than 500 persons in the camp, one ambulance with adviser should be stationed for 24 hrs in the camp.
37. Female gynaecologist and obstetrician should be available at hand to take care of maternity and child related health concern.
38. Women Police Officer should be stationed within the camp to record and redress any complain made by women.
39. Security measures should be taken in the camps to prevent Trafficking/ abduction of women, girls and children.
40. Women participation in the management of camps is important to ensure that women's needs are met.
41. Fogging may be arranged to prevent mosquitoes and other flying insects.

42. Waste segregation should promote and collected on daily basis.
43. Security, peace and order must be maintained in the relief camp. the youths in the camp may be involved for providing better security environment.
44. Police personnel should be detailed on roster basis. Home guards may be detailed for patrolling & night watch.
45. Police should keep vigil on anti-social elements & criminal around the camp.
46. Special police arrangement should be made during distribution of the relief materials. Store room should properly be guarded by the police.
47. Camp Officer should prepare a daily report & submit to Deputy Commissioner/ Zonal Officer by 5.00 PM every day.
48. Camp population may be kept engaged by providing entertainment & recreational facilities to them.
49. SIRD & DRDA may be asked to arranged training for women on tailoring, soft toy making, pickle & papad making etc. and for youths on piggery, goatry, poultry, fishery, cane & bamboo items etc.
50. People should also be educated about MNREGA & other employment generating schemes which are available in their locality.
51. People in the camp should be encouraged to return to their homes, as the situation improves in the field. Transport facilities may be provided for the purpose.
52. All the registers, reports, bills, vouchers etc. should be kept in a box under lock & key and should be shifted to the office of the Deputy Commissioner/ Zonal Officer

8.8. GRATUITOUS RELIEF DISTRIBUTION

The Chief Executive Officer, DDMA & ADC (Disaster Management) will be responsible for procurement of GR items / sanction of GR etc. on receipt of requisition. He will ensure the availability of food stuff, SK Oil, POL and other relief items beforehand. He will be assisted by the following officer and staff. The concerned zonal officers and sector officers will ensure receipt and distribution of GR items in the affected areas.

The Deputy Director Of Food & Civil Supplies and Consumers Affairs & Inspectors will receive requisition of GR only. They will be assisted by supporting staff under Food & Civil Supplies Consumers Affairs Branch, DC's office, Goalpara.

Regarding the Ex-Gratia payment to the families of deceased persons, injured persons or for the hospitalization, the concerned circle officer will submit the report along with post mortem, medical report to the DC cum Chairman DDMA. Accordingly, the Disaster Management Branch will process the same for payment of Ex-Gratia to the affected families as per the norms of State Disaster Response Fund (SDRF) as early as possible.

8.9. TRANSPORTATION

The Addl. Deputy Commissioner, (Nazarat) will look after the transportation facilities. He will assess the requirement of HMT/LMT etc. and will place requisition to the District Transport Officer accordingly. This cell will keep ready one machine propelled boat at the district headquarters all along, POL/Log sheet shall be maintained by Disaster Management Branch.

CARCASS DISPOSAL

A team for disposal of carcasses is constituted with the following members.

- District Veterinary Officer and his staff.
- Circle Officers/ Zonal Officers
- Executive Engineer, PHE and his staff
- Executive Officer, Municipal Board, Goalpara/ Lakhimpur.
- Local BDO/ Sub Zonal Officer and Staff his staff.

The Carcass disposal at site may be assigned to a third party on contract basis. For which the rates may be fixed prior by a committee which includes the Deputy Commissioner, ADC (DM), DVO, Circle Officers, Executive Officer, Municipal Board, Goalpara/ Lakhimpur.

8.10. INQUEST & POST MORTEM

Inquest of dead bodies where necessary will have to be carried out by the concerned Circle Officers. The Joint Director, Health Services, will be responsible for the Post Mortem works as quickly as possible and would submit a report through circle officer to the Deputy Commissioner cum Chairman DDMA.

8.11. CONTROL OF MARKET PRICES OF ESSENTIAL COMMODITIES

Market prices food items and other essential commodities during the flood shall be monitored by the Food & Civil Supplies and Consumer affairs Branch, DC's Office, Goalpara and will take necessary action against unprecedented rise of price.

8.12 ACTION AGAINST SELLING OF DECOMPOSED /CONTAMINATED FISH AND MEAT

The Fishery department and Veterinary department shall ensure that there is no sale of decomposed / contaminated fish/meat in the markets. The DIPRO, Goalpara shall make the necessary arrangement for wide publicity in such cases.

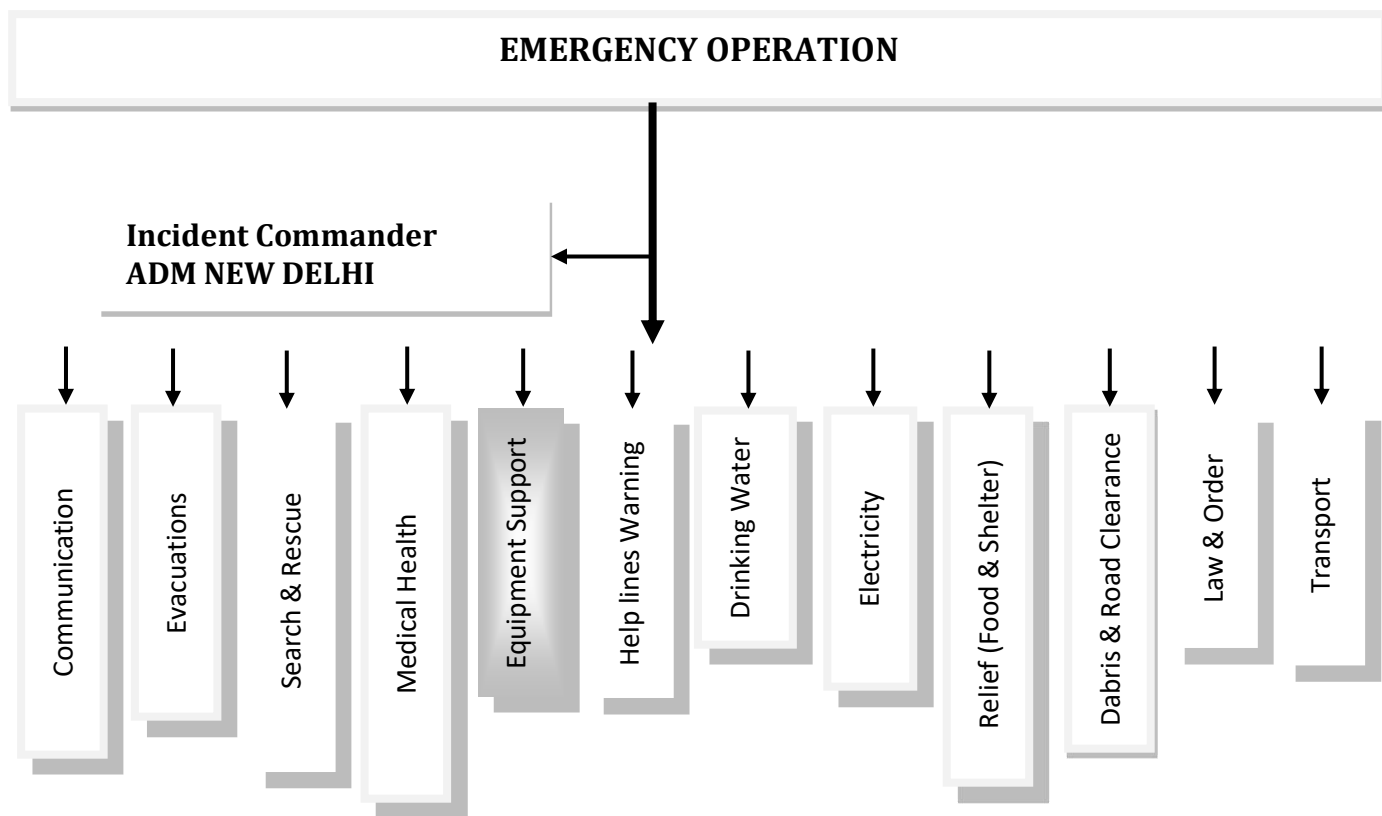
DISTRICT EMERGENCY OPERATION CENTRE (CONTROL ROOM)

The District Emergency Operation Centre (DEOC) set up under District Administration would act as control room for flood and other disaster and is now in operation on 24X7X365 with a toll free No. 1077, Phone No.03663 – 243043, Mob. No. 881180882, 1077 (Toll Free). All the officers and stakeholders can convey any message pertaining to the disaster event to District Emergency Operation Centre (DEOC) at any time.

The Project Officer, ASDMA, Goalpara is in-charge of the District Emergency Operation Centre (DEOC). He will facilitate collection, submission of all report received in the Control Room and forwarding the same to the State Emergency Operation Centre (SEOC).

CHAPTER - IX

RESPONSIBILITIES OF LINE DEPARTMENTS OF GOALPARA DISTRICT



A SET OF CLEARLY DEFINED RESPONSIBILITIES FOR ALL THE ESFS HAVE BEEN MENTIONED BELOW:

TABLE 7.2: ESFs TEAMS

ESF	FUNCTION	COORDINATOR	MEMBERS
ESF1	Communication	BSNL	NIC, Police, APRO, DIPRO
ESF2	Evacuation	Police Department	Army, Health Dept, Civil Defence Volunteers, Assam Fire Service & SDRF, Aapda Mitra Volunteer, Pratirodhi Bandhu, Education Department.
ESF3	Search and Rescue	Fire & Emergency Services /SDRF	Fire Deptt & SDRF, Police, Civil Defence Volunteers, Army, Aapda Mitra, Pratirodhi Bandhu
ESF4	Medical Health/Trauma	Joint Director of Health Services	Major Hospitals, Ambulance, Private Ambulance, Civil Defence Volunteers
ESF5	Equipment Support	Fire & Emergency Services /SDRF	Municipality Board, PWD (R/B), Civil Defence,
ESF6	Hiplines, Warning Dissemination & coordination Media coverage	ASDMA	All Emergency Support Functionaries (ESFs), Media Agencies
ESF7	Drinking Water	PHED	PHED
ESF8	Electricity	APDCL	ESD
ESF9	Relief (Food and Shelter)	District Administration /Disaster Management)	Food Civil & Supplies, Revenue Circle, Field Officers(DM), Education Deptatment, Vetenary Department, Social Welfare Deptt.
ESF10	Debris and Road Clearance	Commissioner, MCD	PWD Roads, NH Divisoin, Municipalaity Board
ESF11	Law and Order	Supdt.of Police	CRPF, Home Guards, Army.

ESF12	Transport	District Transport Officer,	Motor Vehicle Inspector.
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9.1. HEALTH & FAMILY WELFARE DEPARTMENT:

The Joint Director (Health) is required to have list of officials of his department working at different institution/locations. Whenever situation arises, he should be in a position to dispatch reasonable numbers of doctors, Para medical staff, medicines and other equipment to the site of occurrence of disaster whether it is flood or any other natural calamity e.g. earthquake, cloud-burst, storm etc. It is also necessary that he should have sufficient medicines in stock that should be available all the time. Lifesaving drugs should be utilized and replenished on and on.

➤ Prevention Activities:

1. Assess preparedness levels at District and Block levels.
2. Prepare a list of hospitals, PHCs, CHCs, dispensaries and other institutions located in the area.
3. Prepare list of doctors and Para-medical staff already available in each of the areas and the number of additional hands of each category that may be required in each of the areas in case of severe emergency.
4. Prepare list of doctors and Para-medical staffs of different category who can be withdrawn from their places of work and their services utilized for emergency relief work.
5. Ensure that adequate stock of medicines, vaccines and disinfectants likely to be necessary are kept at the district and sub-divisional headquarters.
6. Keep ready materials for augmenting the hospital beds by at least 10 in case of necessity and opening one camp dispensary for each of the very vulnerable areas.
7. Arrange for mobilizing at short notice two medical relief teams at the district HQ so as to rush them for relief work.
8. Prepare a detailed plan for utilizing the doctors and other voluntary organizations in the district if so required.
9. Take measures for prevention of epidemic and arrange vaccinations against small pox, cholera, typhoid etc. of the people in these areas.
10. Identification of areas endemic to epidemics and natural disasters.
11. Identification of appropriate locations for testing laboratories.
12. Listing and networking with private health facilities.
13. Strengthening of disease surveillance, ensuring regular reporting from the field level workers (ANMs/LHV etc.) and its compilation and analysis at the PHC and District levels, on a weekly basis (daily basis in case of an epidemic or during natural disasters), forwarding the same to the State Disease Surveillance Cell and monthly feedback from the State to the Goalpara district and from the District to the PHC.
 - Formation of adequate number of mobile units with trained personnel, testing facilities, communication systems and emergency treatment facilities.
 - Identification of locations in probable disaster sites for emergency operation camps.
 - Awareness generation about various infectious diseases and their prevention.

- Training and IEC activities
- Training of field personnel, Traditional Birth Attendants, community leaders, volunteers, NGOs and CBOs in first aid, measures to be taken to control outbreak of epidemics during and after a disaster, etc.
- Arrangement of standby generators for every hospital.
- Listing of vehicles, repair of departmental vehicles that will be requisitioned during emergencies for transport of injured.
- Vector Control programme as a part of overall community sanitation activities.
- Surveillance and spraying of water bodies for control of malaria.
- Promoting and strengthening Primary Health Centres with network of Para professionals to improve the capacity of surveillance and control of epidemics.
- Establishing testing laboratories at appropriate locations to reduce the time taken for early diagnosis and subsequent warning.
- Establishing procedures and methods of coordination with the local authorities/departments and NGOs to ensure that adequate prevention and preparedness measures have been taken to prevent and / or minimise the probable outbreak of epidemics.
- Identification of areas prone to certain epidemics and assessment of requirements to control and ultimately eradicate the epidemic.

Identification of appropriate locations and setting up of site operation camps for combating epidemics.

- Provision in each hospital for receiving large number of injured persons at a time.

➤ **Response Activities:**

- Alert sub-ordinate officers and staff for emergency on receipt of warning.
- Check vehicles, equipment, stores etc. and draw up tentative programme of action.
- Immediately visit the affected areas along with one medical relief team.
- Start measures for health relief in an institution located conveniently in the affected area.
- Make immediate arrangements to open additional camp dispensaries, if necessary.
- Utilize the services of Red Cross and other Volunteer Organizations.
- Frequently visit the affected areas and ensure effectiveness of health measures.
- Decide immediately on isolation of certain patients if necessary and arrange for isolation wards.
- Strengthening of drug supply system.
- Situational assessment and reviewing the status of response mechanisms in known vulnerable pockets.
- Ensure adequate availability of personnel in disaster sites.
- Review and update precautionary measures & procedures and apprise the personnel who will be implementing those.
- Disinfections of water bodies and drinking water sources.
- Immunization against infectious diseases.
- Ensure continuous flow of information.

➤ **Recovery Activities:**

- Continuation of disease surveillance and monitoring.
- Continuation of treatment, monitoring and other epidemic control activities till the situation are brought under control and the epidemic eradicated.
- Trauma counselling.
- Treatment and socio-medical rehabilitation of injured or disabled persons.
- Immunisation and nutritional surveillance.
- Long term plans to progressively reduce various factors that contribute to high level of vulnerability to diseases of population affected by disasters.
- Restore equipment and stores.
- Repair or replace damaged equipment.
- Arrange for disposal of unutilized medicines and disinfectants.

9.2. WATER RESOURCES DEPARTMENT:

Preparedness	<ul style="list-style-type: none"> • Update the District contingency plan in consultation with the administration • Update embankment maintenance manual • Activate flood monitoring in all flood prone areas and capture information through flood bulletin • Establish coordination linkages with village teams for embankment strengthening and safety • Undertake mapping of vulnerable areas and risk spots.
Prevention & Mitigation	<ul style="list-style-type: none"> • Undertake flood protection and erosion management measures • Construction/strengthening/maintenance of embankment • Undertake measures and direct action towards ensuring embankment safety • Undertake mitigation actions across the department following the design criteria mentioned in the guidelines for the preparation of DPR of Central Water Commission, Govt. of India. • Conduct pre-monsoon preparedness meeting in April every year to take stock of current status, discuss about critical areas, revisit protocols and operating procedures, check preparedness • Identify active channels causing erosion • and take remedial measures
Alert & Warning Stage	<ul style="list-style-type: none"> • Associate with the IMD (to know the rainfall pattern and short term forecasts) and CWC (flood information, to know the flood level) • Maintain Flood Bulletin Chart in all stations. • Maintain Embankment Maintenance Manual • Watch flood protection work at all times, with support of locals • Observe and collect local data to determine flash floods

Response	<ul style="list-style-type: none"> • Translate department actions based on rainfall forecasts and flood information • Activate response plans on the basis of the flood bulletin • Ensure safety of embankments and take immediate protection measures to prevent breach
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake possible interventions to minimize further damage • Undertake emergency and long term flood protection works and

9.3.1. PUBLIC HEALTH ENGINEERING DEPARTMENT:

The Executive Engineer (PHE) will ensure the supply of drinking water and will also have the plan to undertake the repair of water spots and flood protection activities during the occurrence of such incidents. He will also have to ensure the regular cleanliness/chlorination of all traditional water sources in the district and should have sufficient stores required to maintain/restore the drinking water supply. Moreover, he should have the details of manpower and materials available in the district at different locations that could be pressed into the action within the shortest possible notice

Preparedness	<ul style="list-style-type: none"> • Develop department wide disaster preparedness plan • Identify in advance emergency groundwater resources resistant to natural and man-made disasters that could replace damaged public and domestic drinking water supplies • Develop guidelines for consumption/purification of water during disaster • Ensure departmental/public awareness and encourage economic use of water • Train department engineers in DM • Plan movement of staff to disaster affected areas, delegation of responsibilities • Restore plans for damaged facilities • Maintain emergency stock of supplies (pre-contract agreement with suppliers can be a add-on)
Prevention & Mitigation	<ul style="list-style-type: none"> • Undertake conditional assessment of existing infrastructure • Undertake risk assessment of the departmental facilities and cite recommendations • Protect/strengthen the supply network with alternative/complementary source • Undertake protection measures of distribution infrastructure (pumps, motors and the like)
Alert & Warning Stage	<ul style="list-style-type: none"> • On receipt of warning, make provisions for acquiring water supply tankers • Undertake chlorination programmes • Protect vital water supply infrastructure from contamination • Arrange for alternate energy sources.
Response	<ul style="list-style-type: none"> • Provide immediate safe drinking water supply in disaster affected areas • Provide immediate safe drinking water supply for conduct of response activities at hospitals, emergency shelters, schools designated as shelters, relief camps • Provide latrines/sanitary latrines in Relief Camps quickly

	<ul style="list-style-type: none"> • Provide hygienic measures to keep Relief Camps free from outbreak of epidemics/health hazards
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Assist line departments and agencies in identification sources of potable water • Undertake swift actions to restore damages lines • Undertake regular checks to determine key potable parameters of the water supplied • Restore all service for pre-disaster phase and maintain check on vital quality including bacteriological parameters

9.4. POLICE DEPARTMENT:

The Superintendent of Police, Goalpara should have the information with him relating to his manpower available at each level, so that in case of need even those persons who are on leave can be called and put on duty. His services are needed to maintain law and order. It is also required that he keeps watch on anti-social elements, rumour-mongers and those elements who want to take advantage of the situations.

➤ **Prevention Activities:**

- Keep the force in general and the Rapid Action Force in particular fighting fit for search, rescue, evacuation and other emergency operations at all times through regular drills.
- Procurement and deployment of modern emergency equipment while modernizing existing infrastructure and equipment for disaster response along with regular training and drills for effective handling of these equipment.
- Focus on better training and equipment for Rapid Action Force for all types of disasters, e.g. diving equipment.
- Rotation of members of Rapid Action Force so that the force remains fighting fit.
- Ensure that all communication equipment including wireless are regularly functioning and deployment of extra wireless units in vulnerable pockets.
- Keeping close contact with the District Administration & Project Officer (ASDMA).
- Involvement of the local army units in response planning activities and during the preparation of the annual contingency plans to ensure logistics and other support to armed forces during emergencies.

➤ **Response Activities:**

- Traffic management and patrolling of all highways and other access roads to disaster sites.
- Making sure that discipline is maintained.
- Assistance to district administration for taking necessary action against hoarders, black marketers and those found manipulating relief material.
- Coordinate search, rescue and evacuation operations in coordination with the administration and Emergency traffic management.
- Maintenance of law and order in the affected areas.
- Security arrangements for relief materials in transit and in camps etc.
- Provision of security in transit camps/feeding centres/relief camps/cattle camps/ cooperative food stores and distribution centres.
- Safeguarding the belongings of evacuees.
- FIR of the disaster, the damages and the death cases.

- Assisting in collection of damage statistics of private properties and distribution of assistance such as grants or subsidies.

9.5. DISTRICT FOOD, CIVIL SUPPLIES AND CONSUMER AFFAIRS:

An any disaster situations the supply of essential commodities has to be ensured. The Civil supplies corporation and food & civil supplies department should have information of the stock available in different go-downs of the district/state and it should also be ensured by them that whenever required they should be in a position to provide essential food stuff and other essential commodities at a short notice without delay.

Preparedness	<ul style="list-style-type: none"> • Stock pile resources throughout the year for emergency needs • Monitor the stock and undertake periodic checks of stored items (ensure quality and label 'fit for human consumption') • Prepare department wide preparedness and operational plan for distribution of supplies to people
Prevention & Mitigation	<ul style="list-style-type: none"> • Undertake mitigation and strengthening of all facilities and storage god owns across the District.
Alert & Warning Stage	<ul style="list-style-type: none"> • Keep updated on weather bulletins and warning related information • Estimate the population at risk and those who would be needing support • Identify mechanisms for safe transport of food items to the affected population (ensure quality and label 'fit for human consumption') • Designate locations for pre-stock of supplies in relief camps
Response	<ul style="list-style-type: none"> • Coordinate with local authorities and transport essential supplies to disaster affected areas and pre-determined locations (relief centres) • Provide tailored food packets to people with special needs • Mobilize air/land/inland water transport for supply to far off destinations or regions which are inaccessible
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Provide food supply to relief centres and kitchens till lifted off by the district/local administration • Issue duplicate ration cards • Maintain price of basic commodities in disaster affected areas • Curb unfair practices

9.6. . FOREST DEPARTMENT:

The District Forest Officer is required to have all the information with him in relation to manpower, timber and fuel-wood in different locations of the district and will also coordinate with the forest corporation in the supply of timber and fuel-wood in case required, at any of the places of occurrence of disaster in the district.

➤ **7.6.1. Prevention Activities:**

- Promotion of shelter belt plantation.
- Publishing for public knowledge details of forest cover, use of land under the forest department, the rate of depletion and its causes.
- Keep saws (both power and manual) in working conditions.
- Provision of seedling to the community and encouraging plantation activities, promoting nurseries for providing seedlings in case of destruction of trees during natural disasters.

9.7. AGRICULTURE DEPARTMENT:

Preparedness	<ul style="list-style-type: none"> • Undertake skill up gradation of department staff and farmers • Prepare state wide preparedness plan to manage drought and hazards like floods, pest attacks and others • Generate awareness on hazards, weather monitoring and suggest actions
Prevention & Mitigation	<ul style="list-style-type: none"> • Drought Monitoring System • Pest and Disease Monitoring System • Provide information to undertake crop insurance • Identify storage houses/god owns for early harvest • Establish Early Warning mechanisms
Alert & Warning Stage	<ul style="list-style-type: none"> • Gather information related to warning of impending floods, droughts or pest attacks • Take necessary precautions, actions, including moving of farm equipment/tools to safe locations • In case of pest attacks, determine the source/disease and take measures for protection of standing crops • Advice harvesting if permissible, this will reduce losses which otherwise could be higher
Response	<ul style="list-style-type: none"> • Assessment of damage to crops • Estimation of recovery • Discuss with the farming community through agriculture extension cells and support conduction of cleaning operations (to avoid long term water-logging, salinity)
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Provide technical support to prevent further damages and help resume agriculture/farming operations and restore soil conditions • Provide support and material inputs/farm implements to assist in recovery • Quantify loss estimate due to the event and suggest remedial/prevention measures • Depending on the intensity of the damage, establish a programme for agriculture rehabilitation • Ensure farmers are connected to the market (restore agriculture produce market) • Equip farmers with knowledge to deal with drought risks/hydro-meteorological and climate related disasters • Plan for establishment of 'climate field schools'

9.8. SOCIAL WELFARE DEPARTMENT:

During any disaster situation, the weakest and the neglected viz., children, old and infirm, handicapped and expectant/nursing mothers suffer most. The community has a special responsibility for protecting them. The Social Welfare department is entrusted with this responsibility.

Preparedness	<ul style="list-style-type: none">• Identify vulnerable population and social groups which require special attention during disaster• Undertake training of communities and build awareness of the local environment and associated hazard risks and community measures which can reduce vulnerability within their location, promote community based disaster risk management• Identifying/communicate resource management at local level/community level to assist themselves to meet immediate needs of water, food, clothing and shelter (promote self-help)
Prevention & Mitigation	<ul style="list-style-type: none">• Develop social safety nets taking into consideration hazard risks in the region where the welfare schemes are under implementation
Alert & Warning Stage	<ul style="list-style-type: none">• Identify evacuation points/centres for communities• Facilitate provision of services to meet people's needs in risk prone areas
Response	<ul style="list-style-type: none">• Provide welfare services to disaster affected people• Ensure proper care of the uncared• Provide protection to the most vulnerable sections of the society• Facilitate the process of financial assistance
Recovery & Rehabilitation	<ul style="list-style-type: none">• Participate and involve in recovery efforts and community rehabilitation• Administer relief/financial assistance is made eligible to disaster affected individuals/communities• Create an environment which is conducive to the all-round development of children, women and physically challenged persons

9.9. TELECOMMUNICATION DEPARTMENT:

The Telecom District Manager shall make sincere efforts to restore telecommunication services in the affected areas immediately, so that there is no communication gap and he shall put all his available manpower and machinery to use for restoration of communication services without delay.

Preparedness	<ul style="list-style-type: none">• Make a district specific DM Plan• Prepare SOP for communication during any emergency• If possible, arrange wireless sets for emergency situations.• Arrange for power back up.• Update the list of Mobile towers in vulnerable locations.• Prepare list of important departments with contact details.• Form emergency Teams for response• Keep ready all equipment, vehicle etc.
Prevention & Mitigation	<ul style="list-style-type: none">• Develop an early warning mechanism with one sub-division (Goalpara Sadar.)

	<p>Also, neighbouring districts.</p> <ul style="list-style-type: none"> • Ensure Mobile towers are set up as per safety norms and guidelines • Train all Officers & staff on DM • Conduct workshop with all Private telecom departments for awareness on DM • Special plan for emergency contact nos. and Toll free nos. • Prepare contingency plan for emergency situation.
Alert & Warning Stage	<ul style="list-style-type: none"> • Check all emergency contact nos./Toll free are functional. • Establish close contact with DDMA and key departments
Response	<ul style="list-style-type: none"> • Ensure communication system is restored immediately. • Coordinate with APRO/Private Telecom for fast & smooth communication. • Maintain uninterrupted services at DEOC/SEOC
Recovery & Rehabilitation	<ul style="list-style-type: none"> • List out all damaged Towers, lines and structure. • Prepare for set up of damaged lines, towers.

9.10. URBAN DEVELOPMENT DEPARTMENT

Preparedness	<ul style="list-style-type: none"> • Direct the urban areas to prepare city wide disaster management plan for every city/town and detail ward level DM plan to meet any type of exigency • Provide training and capacity building to department staff in disaster management • Direct the local government to submit the DM Plan to UDD and DDMA.
Prevention & Mitigation	<ul style="list-style-type: none"> • Support activities to undertake risk assessment of the Town • Incorporate/integrate DM concerns or hazard resistant construction into process of: Land Use plan, Building Byelaws, General development control regulations, Town Development Plan, Master Plan • Facilitate developing a robust response plan in urban areas • Prepare department specific hazard mitigation plan
Alert & Warning Stage	<ul style="list-style-type: none"> • Identify mechanisms for outreach of information to people residing in urban areas • Set up areas for the establishment of relief camps • Direct the local government to determine needs and take necessary measures for coordinated response • Direct local government to undertake quick assessment of ground situation and direct allied urban systems to remain alert/activated (shelter/medical response/law and order/communication/water supply and sanitation).
Response	<ul style="list-style-type: none"> • Undertake rapid assessments of damaged areas • Housing back people to homes that are determined safe • Work with line agencies for the removal of debris • Mobilize efforts for undertaking heavy urban search and rescue operations, medical care/mass casualty care • Make arrangements to shelter the needy and minimize failure of basic services

Recovery & Rehabilitation	<ul style="list-style-type: none"> • Restoration of basic services • Provision of temporary housing and implementation of Relief & Rehabilitation package for urban areas
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9.11. PWD (ROADS & BUILDINGS) DEPARTMENT:

Restoration of communication is of utmost importance in such an eventuality and Executive Engineer is required to be well equipped with emergency plan in the event of disaster taking place. He should have complete information with regard to manpower, machinery and materials at all the places in the district, at his disposal and priority shall be given to re-open the blocked/closed roads and to provide the manpower in case of exigency. Govt. buildings/ Communicable roads should be inspected and necessary repairs to be got executed following standing hazards affected.

Preparedness	<ul style="list-style-type: none"> • Develop Department level preparedness plan • Identify core teams for technical/engineering support/decision making in disaster situations • Develop manuals and guidelines for safe construction practices • Conduct training of staff in latest advancements of engineering, demolition techniques, health monitoring of infrastructure assets, seismic strengthening and retrofitting of buildings, critical infrastructure protection, DM • Maintain inventory list of all key equipment and tools in the district that can be mobilised for response and recovery efforts • Integrate risk reduction as a component in design and construction practice of the department • Identify weak lifeline buildings and develop strategy for strengthening/retrofitting so as to minimize damage/disruption • Undertake vulnerability assessment of buildings and determine mitigation options • Establish mitigation funds within the department
Prevention & Mitigation	<ul style="list-style-type: none"> • Ensure/undertake checks that infrastructure remains in operational condition should disaster occur • Preposition emergency supplies and equipment/tools in high risk concentration areas • Undertake prevention/protection/structural rehabilitation/retrofitting measures of lifeline buildings • Provide regular capacity building/training to the staff to help them undertake vulnerability assessment of critical lifelines and develop mitigation options • Ensure that all design and construction in the department are in compliance to Indian Construction Codes of Practice (BIS) and National Building Code/Building Bye laws. • Work towards Performance Based Seismic Design • Categorize structural performance/vulnerability assessment on the basis of the performance based design parameters • Establish 'Building Clinic' with adequate trained staff to advise on strengthening and retrofitting of lifeline buildings/infrastructure

Alert & Warning Stage	<ul style="list-style-type: none"> • Undertake emergency repairs/shoring measures • Secure tools and equipment in safe locations, pre-position if needed • Establish emergency communication network (inter/intra department)
Response	<ul style="list-style-type: none"> • Direct department engineering cadre for emergency response operations • Coordinate temporary repairs to buildings and related infrastructure • Undertake damage assessment of buildings and related infrastructure • Undertake emergency repair and shoring of buildings • Undertake construction of temporary structures and supporting structures to provide basic services to the affected population • Controlled demolition and shoring up of buildings which have turned hazardous due to severe damage/tilting/settlement
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Participate in conduct of structural damage assessments • Guide urban authorities and line agencies on structural repair works and package development of repair/reconstruction scheme for housing and related social infrastructure • Undertake detailed damage assessment of buildings • Advise reconstruction/recovery of buildings and community infrastructure • Coordinate, monitor progress and prepare report- repair, reconstruction and strengthening/retrofitting of buildings • Prepare estimates and undertake repair/strengthening works • Provide technical guidance/guidelines for construction of new buildings • Supervise the civil work activities and ensure safe construction practices are streamlined during Recovery/Reconstruction phase

9.12. PUBLIC WORKS DEPARTMENT (ROADS AND BRIDGES):

Preparedness	<ul style="list-style-type: none"> • Develop Department level preparedness plan • Identify core teams for technical/engineering support/decision making in disaster situations • Develop manuals and guidelines for safe construction practices • Conduct training for staff in latest advancements of engineering, demolition techniques, health monitoring of infrastructure assets, seismic strengthening and retrofitting, critical infrastructure protection, DM • Maintain inventory list of all key equipment and tools in the district that can be mobilized for response and recovery efforts
Prevention & Mitigation	<ul style="list-style-type: none"> • Integrate risk reduction as a component in design and construction practice of the department • Identify weak communication/infrastructure links and develop strategy to minimize disruption • Undertake vulnerability assessment of assets and determine mitigation options • Establish mitigation fund within the department • Ensure/undertake checks to ensure the infrastructure remains in operational condition should disaster occur • Preposition emergency supplies and equipment/tools in high risk concentration

	<p>areas</p> <ul style="list-style-type: none"> • Undertake prevention/protection/structural rehabilitation/retrofitting measures of critical infrastructure or connectivity links • Provide regular capacity building/training for staff to undertake vulnerability assessment of critical lifelines and develop mitigation options • Ensure that all design and construction in the departments are in compliance with the Indian Construction Codes of Practice (BIS) • Work towards Performance Based Seismic Design • Categorize structural performance/vulnerability assessment on the basis of the performance based design parameters
Alert & Warning Stage	<ul style="list-style-type: none"> • Undertake emergency repairs/shoring measures • Determine routes for mobilization of resources • Secure tools and equipment in safe locations and pre-position if needed • Establish emergency communication network (inter/intra department) • Direct department engineering cadre for emergency response operations • Provide equipment support for search and rescue • Coordinate the supply of goods and services • Undertake damage assessment of lifeline infrastructure • Coordinate temporary repairs to damaged infrastructure • Establish missing road-links
Response	<ul style="list-style-type: none"> • Clean and remove debris from communication infrastructure to ease flow of goods and emergency supplies • Undertake emergency repair of roads/communication and shoring of buildings • Create/Provide emergency access in areas which communication links are lost/damaged severely during the event • Undertake construction of temporary structures and supporting structures to provide basic services to the affected population • Removal of debris flow, conduct clearance operations and re-establishment of roads and bridges • Construction of emergency structures to control flood risk
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Participate in conduction of structural damage assessments • Guide urban authorities and line agencies on structural repair works and package development of repair/reconstruction scheme for housing and social infrastructure • Undertake detailed damage assessment of critical infrastructure • Advise reconstruction/recovery of infrastructure • Coordinate, monitor progress and prepare report- repair, reconstruction and strengthening/retrofitting of infrastructure • Prepare estimates and undertake repair/strengthening works • Supervise the civil work activities and ensure safe construction practices are streamlined during Recovery/Reconstruction phase

9.13. POWER DEPARTMENT:

Preparedness	<ul style="list-style-type: none"> • Undertake Disaster Management plan preparation for the department and guide support agencies in formulation of their plans • Undertake condition surveys of existing infrastructure and pin-point areas for intervention • Upgrade skill and training of staff in Disaster Management • Take up restoration plans of supply following an interruption across services/communication to all service agencies for preparedness measures and installation of back-up measures
Prevention & Mitigation	<ul style="list-style-type: none"> • Determine fragility of infrastructure to hazard risks and determine mitigation and non-structural mitigation actions • Establish mitigation fund and prioritize actions for risk reduction within the power sector • Identify weak spots in allied/linked infrastructure or power dependent sectors and recommend actions
Alert & Warning Stage	<ul style="list-style-type: none"> • On receipt of advisory, maintain vigil and undertake inspection works wherever necessary • Undertake emergency repair works as and when necessary
Response	<ul style="list-style-type: none"> • Undertake rapid assessment/inspection of damage to power infrastructure • Undertake emergency repair of damage poles/equipment • Dispatch quick response teams for restoration of power lines • Address disruption to lifelines- water, sewerage services and transport routes in association with line agencies and arrange for alternate power supply arrangements at critical facilities • Restore power supply to key lifeline/emergency services such as health care, decision support buildings, industries and other infrastructures
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake detail damage assessments of power infrastructures • Take steps towards speedy repair and complete restoration of services • Document lessons learnt and incorporate/update the Power Sector DM plan

9.14. TRANSPORT (DISTRICT TRANSPORT OFFICER):

The District Transport Officer is required to provide transportation facilities for the evacuation purposes and shall have a contingent plan with respect to district monitoring the availability of buses, cranes etc. along with locations.

Preparedness	<ul style="list-style-type: none">• Carry out conditional survey of all routes and determine risk spots and actions to be taken• Determine possible routes for evacuation for all settlements located in severe hazard prone areas of the district.• Check availability of vehicle/resources for evacuation• Develop department wide preparedness plan• Prepare inventory of vehicles that can cater to evacuation, dispatch of response teams, or emergency supplies• Train drivers to operate in extraordinary times and difficult/missing routes, provide training in GPS enabled navigation system
Prevention & Mitigation	<ul style="list-style-type: none">• Allocate resources for undertaking structural mitigation activities of the department facilities• Coordinate with line departments to take actions on identified risk spots or vulnerable stretches and strengthen them if required
Alert & Warning Stage	<ul style="list-style-type: none">• Make a quick assessment of population that requires evacuation or movement to safe locations/shelters• Control and restrict vehicular traffic to risk prone areas• Keep emergency vehicles on stand-by at pre-identified locations• Ensure sufficient supply of fuel and resources for departmental person to function/undertake activities
Response	<ul style="list-style-type: none">• Facilitate movement of emergency personnel and equipment to the affected sites• Facilitate movement of emergency supplies; water, food and fuel• Facilitate movement of emergency medical supplies and first responders to affected sites• Move population to safe areas and back on clearance from the administration• Facilitate smooth movement of services in disaster affected areas, without causing disruption along regular routes• Maintain and operate round the clock connectivity to all areas• Control and restrict vehicular traffic movement to disaster affected areas
Recovery & Rehabilitation	<ul style="list-style-type: none">• Provide recovery support to line agencies• Assess damage to transport infrastructure• Coordinate in the reinstatement of transport services and infrastructure

9.15. Fire & Emergency Services and SDRF

➤ Prevention Activities:

- Development/enforcement of relevant legislations and regulations to enhance adoption of fire safety measures.
- Modernisation of fire-fighting equipment and strengthening infrastructure. Identification of pockets, industry, etc. which highly susceptible to fire accidents or areas, events which might lead to fires, building collapse, etc. and educate people to adopt safety measures. Conduct training and drills to ensure higher level of prevention and preparedness.
- Building awareness in use of various fire protection and preventive systems.
- Training the communities to handle fire emergencies more effectively.
- VHF network for fire services linked with revenue & police networks.
- Training of masons & engineers in fireproof techniques.
- Making clearance of building plans by fire services mandatory.

➤ Response Activities:

- Rescue of persons trapped in burning, collapsed or damaged buildings, damaged vehicles, including motor vehicles, trains and aircrafts, industries, boilers and pressure vessels, trenches and tunnels.
- Control of fires and minimising damages due to explosions.
- Control of other dangerous or hazardous situations such as oil, gas and hazardous materials spill.
- Protection of property and the environment from fire damage.
- Support to other agencies in the response to emergencies.
- Investigation into the causes of fire and assist in damage assessment.

9.16. CIVIL DEFENCE, HOMEGUARDS AND SDRF:

➤ Prevention Activities:

- Organise training programmes on first-Aid, search & rescue and evacuation.
- Preparation and implementation of first-Aid search and rescue service plans for major public events in the District.
- Remain fit and prepared through regular drills and exercises at all times.

➤ Response Activities:

- Act as Support agency for provision of first aid, search and rescue services to other emergency service agencies and the public.
- Act as support agency for movement of relief.
- Triage of casualties and provision of first aid and treatment.
- Work in co-ordination with medical assistance team.
- Help the Police for traffic management and law and order.

9.17. Panchayat and Rural Development Department (P&RD)

Preparedness	<ul style="list-style-type: none"> Analyse type of hazard risks in the areas under the Panchayat Form various committees among the youth for effective response Organize drill practices to raise awareness and test local plans Develop DM plans for the department Undertake training and capacity building of staff, elected representatives and other officials Promote the concept of village cluster DM plan
Prevention & Mitigation	<ul style="list-style-type: none"> Ensure that all development schemes routed through the department or through various schemes directed for implementation, taking into consideration of DM requirements. Undertake measures to strengthen the department buildings across the district
Alert & Warning Stage	<ul style="list-style-type: none"> Coordinate with the officials to relay information and activate the plan (based on threat levels)
Response	<ul style="list-style-type: none"> Coordinate support from line agencies to undertake response activities Coordinate with line agencies/departments and ensure supply of relief materials
Recovery & Rehabilitation	<ul style="list-style-type: none"> Ensure that beneficiaries receive the benefit of the rehabilitation and reconstruction schemes Strengthen the capacity by involving people in Relief & Rehabilitation efforts.

9.18. DISTRICT INFORMATION AND PUBLIC RELATIONS DEPARTMENT:

The DIPRO will ensure that no press briefing other than DC and SP individually or jointly will be done. In such contingency DIPRO will arrange meeting with Press/Media or when so required by the administration. He / She shall play a significant role so as to discourage any rumour mongering and panic creating news.

Preparedness	<ul style="list-style-type: none"> Undertake education and awareness programmes among masses, build societal awareness Take steps towards enhancing department level preparedness to hazard risks in the District. Guide media houses in covering/reporting disaster through guidelines or through order Coordinate with the Assam Telecom Circle to ensure communication support during Early Warning/disaster period
Prevention & Mitigation	<ul style="list-style-type: none"> Step up departmental level activities focusing on mitigation Check periodically the communication line to ensure connectivity at all times
Alert & Warning Stage	<ul style="list-style-type: none"> Disseminate warnings to communities based on established warning protocols Flash warning messages on radio and television networks

	<ul style="list-style-type: none"> • Gather authentic information about the situation in the field • Mobilize personnel to areas prone to disaster • Curb the spread of wrong information, rumours, non-scientific/non-verified forecasts
Response	<ul style="list-style-type: none"> • Coordinate a large scale response to disaster • Collect reliable information from the field • Remain as a focal point for release of official and updated information to the media and the public • Regularly share information on disaster and highlight actions undertaken or planned • Broadcast essential information through radio and television • Provide key information and messages through public loud speakers (in field) • Establish media information centre if necessary • Liaise with media agencies- print, electronic and online. • Coordinate with information centres • Undertake press briefings and provide official version • Provide regular updates to departments, key personnel/decision makers and public
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Provide support to recovery operations • Document recovery and rehabilitation efforts • Oversee efforts towards restoration activities undertaken by the Assam Telecom Circle and service providers • Document cases/lessons from the field and dissemination of findings

9.19. Animal Husbandry & Veterinary Department:

Preparedness	<ul style="list-style-type: none"> • Determine livestock population risk to various hazards • Identify list of possible shelter points • Maintain livestock update and list down essential supplies/equipment required in case of disaster • Train staff to ensure/undertake quarantine requirements • Plan response and recovery operations
Prevention & Mitigation	<ul style="list-style-type: none"> • Encourage farmers for insurance of livestock • Establish monitoring mechanism for disease control
Alert & Warning Stage	<ul style="list-style-type: none"> • Identify shelter, fodder requirements, veterinary equipment • In case of disease outbreak, follow necessary instruction and protocol identified by the department. • Detection, diagnosis, assessment of risk and surveillance of the disease • Vector Control, Quarantine Control
Response	<ul style="list-style-type: none"> • Eradicate and control animal diseases • Deploy team to do quick access of damage and identify requirement for relief/rescue, equipment and fodder

	<ul style="list-style-type: none"> • Assessment of injured stock and undertake treatment measures • Coordinate with wildlife department to take necessary measures and treatment of injured animals • Manage livestock population in emergency period, provide treatment to injured animals • Coordinate with agencies for supply and distribution of fodder and other materials • Draw assistance from the local government and line agencies to dispose of carcass in a scientific manner, disinfection of contaminated areas • Draw measures for protection and care of abandoned livestock • Establish infrastructure support, include cattle camps, feeding centres, veterinary aid centres
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Ensure relief distribution and administer financial assistance • Undertake detail damage and loss assessment for the Sector, determine financial assistance • Continue giving veterinary advice till business returns to normal • Continue undertaking assessments of injured animal stock, coordinate disposal of carcass

9.20. EDUCATION DEPARTMENT:

Preparedness	<ul style="list-style-type: none"> • Develop a department wide plan in Disaster Management • Ensure all schools/institutions within the department jurisdiction (Government and Private) have Building Level Emergency Response/Preparedness Plan • Undertake training of teachers in preparation of School Disaster Management Plan • Undertake training of children and school staff in basic first-aid, select search and rescue methods. • Organize rallies and education programmes to raise awareness • Encourage volunteer participation in DM activities and conduct preparedness drills
Prevention & Mitigation	<ul style="list-style-type: none"> • Undertake vulnerability assessments of education infrastructure and publish analysis/findings • Identify structural and non-structural risk reduction/mitigation measures • Develop district Level Mitigation Plans • Work towards developing safety policies and safety rules that can be applicable to both Government and Private run institutions • Ensure hazard resistant designs is an integral part of design and construction of new buildings/rooms or any expansion activity
Alert & Warning Stage	<ul style="list-style-type: none"> • Convey appropriate information to the administrative staff in the department and relay further information based on established protocols
Response	<ul style="list-style-type: none"> • Undertake rapid damage assessment of health facilities. Declare facilities fit for continuing operations

	<ul style="list-style-type: none"> • Notify continuation of activities or temporary closure till situation is normalized • Based on the notification/disaster declaration, provide necessary support for the functioning of schools as temporary shelters/relief distribution centres
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake detailed damage assessments of education infrastructure • Ensure DDR that concerns are considered in the design of new facilities/strengthening of existing facilities

9.21. IRRIGATION DEPARTMENT

Preparedness	<ul style="list-style-type: none"> • Undertake DM plan preparation for department and guide support agencies in formulation of their plans • Prepare Preparedness plan for manage drought & drought like situation • Undertake condition survey of existing bunds, irrigation channel & drains that come under its jurisdiction and identify areas for intervention • Take short term, medium term and long-time preventive measures • Help DDMA to identify the vulnerable areas, infrastructures and to incorporate in DDMP • Develop District wise preparedness plan towards protection of irrigation of Irrigation Assets and providing water supply in drought. • Identify vulnerable points of irrigation structure like Head Works, Aqueduct, Cross Drainage including canals embankments and canal system. • Undertake monitoring of regular vigilance of I/S and duty of field staff and Head Work/other important vulnerable structures
Prevention & Mitigation	<ul style="list-style-type: none"> • Conduct vulnerability assessments relating to flood/drought/ erosion hazard of infrastructure it built or look after. • Establish mitigation fund and prioritize actions for risk reduction • Ensure timely completion of works undertaken before flood season • Undertake flood protection management measures at vulnerable structures/canals systems • Maintain canal embankments/guide bunds/affix bunds including canal structures • Conduct pre monsoon preparedness meeting in April every year to take stock of the current status of irrigation projects, discuss critical areas, revisit protocol operating producers, preparedness, checks and others • Gather information related to warning of impending floods/droughts based on hydrological and meteorological information • Identify drought like areas for necessary steps towards irrigation supply in areas covered under irrigation
Alert & Warning Stage	<ul style="list-style-type: none"> • On receipt of advisory, maintain vigil and undertake inspection works wherever necessary • Undertake emergency measures to provide water to vulnerable agricultural areas
Response	<ul style="list-style-type: none"> • Undertake rapid assessment/inspection of damage to the infrastructure during flood/erosion • Undertake emergency repair of damage infrastructure like irrigation drainage,

	<p>agricultural channels and others</p> <ul style="list-style-type: none"> • Coordinate with Agriculture department during drought and drought like situation • Translate information based on rainfall forecast and weather forecast • Activate response plan based on rainfall/weather forecast to combat flood/drought like situation • Take immediate protection measures to prevent damage to structure/canal systems • Take steps to supply water to field on drought like situations
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake detail damage assessments • Take steps towards speedy repair and complete restoration of infrastructure • Process proposals through the DDMA to the Government for consideration under SDRF • Undertake possible intervention to minimize further damage • Undertake emergency measures

9.22. DISTRICT SPORTS OFFICER

Preparedness	<ul style="list-style-type: none"> • Undertake DM plan preparation for department and guide support agencies in formulation of their plans • Undertake condition survey of existing sports infrastructures • Skill up gradation and training of staff and volunteers in DM • Prepare an inventory of volunteers with their specialization and contact details • Prepare a list of facilities that can be used as relief shelters
Prevention & Mitigation	<ul style="list-style-type: none"> • Conduct vulnerability assessment of sports infrastructure • Determine fragility of infrastructure to hazard risks and determine structural and non-structural mitigation actions • Establish mitigation fund and prioritize actions for risk reduction within the sports infrastructures • Undertake necessary rectification measures for ensuring safety of the users of these facilities
Alert & Warning Stage	<ul style="list-style-type: none"> • On receipt of advisory, maintain vigil and undertake inspection works wherever necessary • Undertake necessary steps to mobilize volunteers if necessary
Response	<ul style="list-style-type: none"> • Undertake rapid assessment/inspection of damage to sports infrastructure • Undertake emergency repair of damage infrastructure and equipment • Dispatch quick response teams of volunteers in coordination of DDMA
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake detail damage assessment of sports infrastructure • Take steps towards speedy repair and complete restoration of services • Document the roles of volunteers in response work

9.23. SOIL CONSERVATION DEPARTMENT

Preparedness	<ul style="list-style-type: none"> • Undertake DM plan preparation for department and guide support agencies in formulation of their plans • Undertake condition survey of existing bunds, channels ,water bodies ,erosion prone areas, periphery bunds, graded bunds, drainage channels, water bodies that come under its jurisdiction and identify areas for intervention • Take short term, medium term and long-time preventive measures • Help DDMA to identify the vulnerable areas, infrastructures and incorporate the same into DDMP
Prevention & Mitigation	<ul style="list-style-type: none"> • Conduct vulnerability assessments relating to soil erosion hazard of infrastructure it built or look after. • Establish mitigation fund and prioritize actions for risk reduction • Ensure timely completion of works undertaken before flood season
Alert & Warning Stage	<ul style="list-style-type: none"> • On receipt of advisory, maintain vigil and undertake inspection works wherever necessary • Undertake emergency repaid works if necessary
Response	<ul style="list-style-type: none"> • Undertake rapid assessment/inspection of damage to the infrastructure • Undertake emergency repair of damage infrastructure like water bodies, bunds, agricultural channels and others
Recovery & Rehabilitation	<ul style="list-style-type: none"> • Undertake detail damage assessment • Take steps towards speedy repair and complete restoration of infrastructure • Process proposals through the DDMA to the Government for consideration under SDRF

Chapter –X

Sendai Framework for Disaster Risk Reduction (SFDRR) 2015-2030 State and District Level Priorities for Action

10.1. Introduction.

A Conference was held in Japan in March, 2015 where India has been a signatory to the Sendai Framework for Disaster Risk Reduction and has taken a lead in this commitment under the Sendai Conference under which India is committed to achieve 4 priorities and 7 targets to be achieved within the next 15 years i.e. 2015-2030. The Sendai Framework is summarized in actionable points for the States/Districts where the District Magistrate/District Collector/Deputy Commissioner (DM) is the Primary Responder in case of any natural disaster. The commitment in the form of **4 Priorities and 7 Targets** is an attempt to reduce loss of life and property in the event of a natural disaster and increase Disaster Risk Reduction capabilities as mentioned in the following way:

10.2. Priority 1 : Understanding disaster risk

Under this priority, the DM should do the following:

- i) Call a meeting of all the local Village Headmen and Municipal Commissioners, MLA/MP and sensitize them about the importance of Disaster Risk in our lives ;
- ii) Create damage data base which each District suffers as a result of any natural calamity; (for this purpose software 'Indisdata' is being prepared and shall soon be made available to all the State/Districts).

10.3. Priority 2 : strengthening disaster risk governance to manage disaster risk :

Under this priority, the DM should take up the following activities:

- i) Ask the urban local bodies and the Panchayats in their District to strictly follow building by-laws. In villages where there are no building bye-laws, the Village Headman/Mukhiya need to be told that they should ensure that houses built in their villages are earthquake resilient and flood resilient.
- ii) The flood prone/earthquake prone areas to be clearly identified both in the cities and the villages and ensure that future construction of buildings are made with precaution that the buildings are earthquake proof and flood resilient.

10.4. Priority 3 : Investing in disaster risk reduction for resilience :

- i) The DM should ensure that all the Schemes in the District undertaken in the Government or the Private Sector are able to withstand any disaster. 10% of all funds at the District level must be devoted to Schemes which will help in Disaster Risk Reduction. These Schemes can be Flood Control Dams; Cyclone Shelters, Small Irrigation Systems (to fight drought and for channelize flood water) etc.
- ii) The Private Builders in the District to be called and sensitized about the need to construct building which are able to withstand any natural disaster.
- iii) Training of masons/contractors be held at the district level to teach them how to make disaster resilient buildings.

10.5. 229

- i) The DM should call a meeting of the DDMA's every 3 months even if there is no calamity and discuss preparedness.
- ii) The DM must meet the Forecasting Agencies during the monsoons very frequently. They should also meet the Forecasting Agencies 4 weeks before every monsoon.
- iii) The DM must prepare Standard Drill for responding to Cyclone/flood/Tsunami etc.
- iv) The DM should check up their preparedness for heat wave in summers and cold wave in winters.
- v) Conduct regular drills involving the Police, Civil Defence and Fire Services.

- vi) They must impart training to village level workers viz., ASHA, ANMs Anganwadis and promote disaster sensitivity.

10.6. Targets: Under the 7 targets committed by India, the DM should do the following to help the Government of India achieve these 7 targets.

Target 1: Reduce disaster mortality:

- The DM must strengthen the Early Warning systems and frequently conduct mock drills.

Target 2: Reduce the number of people affected as a result of natural disasters.

- The DM should ask the people to move away from the low lying areas alongwith removing the encroachment from the embankments and strengthened.

Target 3: Reduce the direct disaster economic loss.

- The DM should ensure that the economic loss due to disasters should go down each passing year and to undertake a hazard, vulnerability and risk assessment.

Target 4: Reduce the damage to critical infrastructure and basic services.

- The DM should ensure that the entire built infrastructure should withstand any natural disaster with adequate inbuilt engineering safety and to call for a meeting of all Engineering Departments to ensure that built infrastructure under the Government Scheme should withstand the natural disasters.

Target 5 : Developing local Disaster Risk Strategy.

- The DM should take the services of seismologists and the GIS mapping of the districts to be done to understand the vulnerable areas.

Target 6 : Sharing traditional knowledge for international cooperation.

- The DM should share the existing local technical/traditional knowledge of the people of the District with the State Government to fight disasters.

Target 7: Availability and access to Early Warning Systems.

- The DM should call a meeting of all Early Warning Agencies such as CWC, IMD and GSI so as to release information regarding technical warning should be understood by the primary responders.
- More mock drills should be conducted across the villages, schools and crowded areas like Malls, cinemas, office complexes, etc.

Chapter –XI

MITIGATION MEASURES

11.1. Sector wise Vulnerability Reduction Measures:

Type of Sector	Sub-Sector	Mitigation Measures	Responsible Department/ Personnel	Time Frame
Infrastructure Development	IEC Activities	<ul style="list-style-type: none"> • Distribution of leaflets , posters & wall painting • Awareness generation programme in schools and colleges. • Organizing staff development and refresher training to concerned dept., task force team NGO and CBOs • Conduct regular Mock Drill 	All Departments	Throughout the year
	Road	<ul style="list-style-type: none"> • Identification/ repair of main and alternative routs • Repair of identified vulnerable points. • Conversion to pucca roads of all Village roads 	N.H/PWD , RD & St. Rd and Dev.Blocks	During normal Time & Immediately after disaster
	Embankment	<ul style="list-style-type: none"> • Strengthening 	Water Resource,	During pre-flood

		and raising the height of embankments , repairing weak points <ul style="list-style-type: none"> • Storage of flood fighting materials like sandbags, bamboo's mats etc. 	DRDA	Season
	Bridges	<ul style="list-style-type: none"> • Regular maintenance of Bridges 	N.H/PWD , RD & St. Rd and Dev.Blocks	During normal Period
	Safe Shelters	<ul style="list-style-type: none"> • Ensure Maintenance of the shelters/camp s. • Identification of places for preparation of mounds and cattle shelters • Ensure multipurpose use of shelters by community, schools, NGOs, CBOs. 	COs, DRDA,BDOs , PWD Building and NGOs	During normal Period
	Communication	<ul style="list-style-type: none"> • Ensure proper maintenance of Telephone, FAX, Wireless & VHF sets. • Ensure timely setting of Wireless Stations in District/ Block Office • Installation of VHF / HAM Radio in all the Block Headquarters 	BSNL, DDMA, SP	April-May

	Drinking Water & Sanitation	<ul style="list-style-type: none"> • Assessment of running /defunct Tube wells & make necessary arrangements • Identification of scarce water pocket. • Installation of water supply system • Arrangement of Tankers / Syntax Tank. • Assessment of requirement of disinfectants and ensure its regular use. 	PHE	During normal time & immediately after disaster
	Power	<ul style="list-style-type: none"> • Ensure proper maintenance of Electric Sub Stations, Power grids • Complete electrification throughout the District. • Install Solar Lamps nears flood & Storm shelters & ensure its maintenance. • Ensure un-interrupted power supply to the district control room during disaster period 	EE, ASEB	Through out the year.
Health & Animal Husbandry	IEC Activities distribution leaflets	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting. 	JDHS, DVO & NGO	Pre, during & post disaster period

		<ul style="list-style-type: none"> • Conducting meeting / workshops, staff development training , orientation to village level volunteers , taskforce members • Awareness generation programme such as conducting rallies, street plays etc. 		
	Vaccination/ Disinfections	<ul style="list-style-type: none"> • Procurement & stock piling of vaccines. • Regular vaccination of domestic animals • Regular disinfection of TWs, Wells & Ponds • Regular cleanliness of Medical / Hospital • Procurement of a Refrigerator for Veterinary Hospital 	JDHS & DVO	Pre, during & post disaster period.
	Training	<ul style="list-style-type: none"> • Impart trainings on Health care, Sanitation, Insurance First Aids to Medical staff as well as volunteers 	JDHS	During normal period

Livelihood Sector	IEC Activities	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting, • Conducting meeting workshops staff development training, orientation to village level volunteers & to beneficiaries on EDP (Entrepreneurship Development Programme). • Awareness generation programme such as conducting rallies, street plays etc. 	BDOs, DIC, Banks	During normal period.
	Agriculture	<ul style="list-style-type: none"> • Alternative cropping, Installation of L.I. Points • Crop Insurance, Provision of Credit • Facilities & Cold Storage 	DAOs,	During normal period.
	Horticulture	<ul style="list-style-type: none"> • Providing nursing raising training & Insurance facilities 	Dy. Director, Horticulture Department.	During normal period.
	Fishery	<ul style="list-style-type: none"> • Providing fishery technology & training 	DFDO	During normal period

Insurance	IEC Activities	<ul style="list-style-type: none"> • Distribution of leaflets, poster, wall painting • Conducting meeting workshops staff development training, orientation to line department, Block functionaries, NGOs, village level volunteers & to beneficiaries on Insurance Schemes. • Awareness generation programmes such as conducting street plays. etc. 	Block, Insurance Companies, Agriculture Department, Bank, NGOs.	During normal period
	Infrastructure	<ul style="list-style-type: none"> • Maintenance of Roads / Building • Maintenance of Block Level / GP Level Storage godown 	PWD,(RD &B)	During normal period.
	Life & Livelihood	<ul style="list-style-type: none"> • Insurance of life, livestock, • Crop & small business units etc. 	Block, Insurance Companies, Agriculture Department, Bank, NGOs.	During normal period.
Planning & Response	IEC, Relief & Rehabilitation Activities.	<ul style="list-style-type: none"> • Renewal of Block Contingency Plan at regular 	Block and all Line Departments, NGOs & CBOs.	

		<p>intervals</p> <ul style="list-style-type: none"> • Aware Community through distribution of leaflets, posters & wall painting. • Awareness generation programme such as conducting rallies, street plays etc. • Conducting meeting workshops staff development training, orientation to line department, GP functionaries, NGOs, village level volunteers & to beneficiaries on Contingency Plans. • Regular mock drill at all level • Timely preparedness & dissemination of warnings, carrying out search & rescue, Evacuation • Shelters to victims. • Protection to livestock. • Carry out 		
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		<p>emergency relief operation.</p> <ul style="list-style-type: none"> • Clearance of debris & disposal of dead bodies & maintenance of sanitation. • Damage assessment. • Taking care of Starvation Cases. • Maintenance of law and order. • Co-ordinance & Sharing of information. 		
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Chapter –XII

RECOVERY & RECONSTRUCTION PLAN

Disaster recovery and reconstruction is an important phase of Disaster Management. It includes both long term and short term interventions. These interventions are to be carried by at different levels and different teams are placed at different location for effective disaster management.

12.1. Designated Offices

Sl. No	Different levels	Designated Offices
1.	Village Level	Village Panchayat, School Building/Community Hall/Religious place
2.	Circle Level	CO Office/Police Station/School Building/College building
3.	District Level	DC Office/SP Office/District Centre /Police Station

12.2. 4-Tier Teams

1. Village Level Team

Type	Category of Hazard with the capacity to lead to Disaster	Nodal person	Agencies to assist Nodal person
1	Flood/Cloud Burst/Flash Flood//Cyclone	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers
2	Fire accidents	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers
3	Road & Boat Accident including bomb blast & ethnic clashes	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers
4	Earthquake	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers

5	Drought	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers
6	Wild Animal Depredation	VLMCC members/ L.M	All Village Level Committees, All Welfare Associations & Organizations, NGOs, SHGs, Volunteers

NB: The nodal personnel will be responsible to inform about any eventuality of the disaster to the nearest police stations, WT stations, administrative officers and nodal agencies at Circle, Sub-Divisional and Dist. HQ by quickest means (telephones, mobiles, WT sets, runners)

2. Circle Level Team

Type	Category of Hazard with the capacity to lead to Disaster	Nodal Person	Agencies to assist Nodal Agencies
1	Flood/Flash Flood/Storm	Rev.CO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
2	Fire Accidents	Rev.CO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
3	Road & Boat Accident including bomb blast & ethnic clashes	Rev.CO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
4	Earthquake	Rev.CO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
5	Drought	Rev.CO	WRD,PHED,ADO,,MO,AH&VO, VLMCC members, All Welfare Association & Organizations, NGOs SHGs, Volunteers
6	Wild Animal Depredation	Rev.CO/Range Officer /Beat Officer	Field officer of Forest department, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers

NB: The nodal personnel will be responsible to inform about any eventuality of the disaster to the nearest police stations, WT stations, administrative officers and nodal agencies at Circle, Sub-Divisional and Dist. HQ by quickest means (telephones, mobiles, WT sets, runners)

3. Sub-Divisional Level Team

Type	Category of Hazard with the capacity to lead to Disaster	Nodal Person	Agencies to assist Nodal Agencies
1	Flood/Flash Flood/Storm	SDO/ SDPO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
2	Fire Accidents	SDO/ SDPO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
3	Road & Boat Accident including bomb blast & ethnic clashes	SDO/ SDPO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
4	Earthquake	SDO/ SDPO/OC police station	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
5	Drought	SDO/ SDAO	AE/JEs of Agriculture , WRD , PHED , PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers
6	Wild Animal Depredation	SDOs/SDPOs/Range Officer /Beat Officer	AE/JEs of all work departments, BRO, PSUs, MOs, VLMCC members, All Welfare Association & Organizations, NGOs, SHGs, Volunteers

NB: The nodal personnel will be responsible to inform about any eventuality of the disaster to the nearest police stations, WT stations, administrative officers and nodal agencies at Circle, Sub-Divisional and Dist. HQ by quickest means (telephones, mobiles, WT sets, runners)

4. District Level Team

Type	Category of Hazard with the capacity to lead to Disaster	Nodal Persons	Agencies to assist Nodal Persons
1	Flood/Flash Flood/Storm	EE PWD/WRD	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs Volunteers
2	Fire Accident	SP/ Fire Station Officer	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs Volunteers
3	Road & Boat Accident including bomb blast & ethnic clashes	SP/CMO/DTO	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs Volunteers
4	Earthquake	EE PWD	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs Volunteers
5	Drought	DAO/EE Irrigation/ EE PHED	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs, Volunteers
6	Wild Animal Depredation	DFO/DAO/EE PWD	MP, MLAs, EM-BTAD, All HODs, BRO, PSUs, VLMCC members, All Welfare Associations, Organizations, NGOs, SHGs, Volunteers

12.3. Grievances Redress Time Framework Plan

1. Short Term Management (<=90 days)

Type	Category of Hazard with the capacity to lead to Disaster	Activities
1	Flood/Flash Flood/Storm	Evacuation to safer places (which will include minimum basic amenities including medical facilities), common kitchen, common shelter, construction of temporary shelter, temporary latrine, waste disposable pits and drainages, trauma counseling, Reopen/re-establish all schools, offices and business establishments.
2	Fire Accidents	Evacuation to safer places (which will include minimum basic amenities

		including medical facilities), common kitchen, common shelter, construction of temporary shelter, temporary latrine, waste disposable pits and drainages, trauma counseling.
3	Road & Boat Accident including bomb blast & ethnic clashes	Evacuation to nearest medical facility (including air evacuation), regular traffic movement and mob control, trauma counseling, mass causality management facilities.
4	Earthquake	Evacuation to safer places (which will include minimum basic amenities including medical facilities), common kitchen, common shelter, construction of temporary shelter, temporary latrine, waste disposable pits and drainages, trauma counseling, Reopen/re-establish all schools, offices and business establishments.
5	Drought	Organize alternative cropping pattern, counseling, revival of irrigation facilities

2. Long Term Management (>90 days to 3 years).

Type	Category of Hazard with the capacity to lead to Disaster	Activities
1	Flood/Flash Flood/ Storm	Construction, repair, maintenance of infrastructures (buildings, roads, bridges, drainages, sewages), retrofitting of old structures: provide awareness, training, capacity building including mock drills. Undertaking employment generation activities. Reopen/re-establish all schools, offices and business establishments.
2	Fire Accident	Construction, repair, maintenance, regeneration of affected properties. Provide awareness, training, capacity building including mock drills. Activate employment generation activities.
3	Road & Boat Accident including bomb blast & ethnic clashes	Provide awareness/ training, capacity building, traffic regulation, regular mobile courts, Construction / repair /maintenance of affected properties, Establishment of mass causality management centre.
4	Earthquake	Construction, repair, maintenance of infrastructures (buildings, roads, bridges, drainages, sewages), retrofitting of old structures: provide awareness, training, capacity building including mock drills. Activate employment generation activities. Reopen/re-establish all schools, offices and business establishments.
5	Drought	Educate people to go for alternative and mixed cropping pattern, provide awareness/training, capacity building, and Activate employment generation activities. Counseling, construction of irrigation channels, drip and sprinkler water irrigation, rain water harvesting, ground water irrigation.

12.4. Charter of Roles & Responsibilities:

SL No	Nature of work	Designated Officers	
1.	Supply & distribution of essential commodities and relief items (including requisition, rationing, air dropping of food items)	ADC, DSP, Asstt Director FC& CA	DC will head the team at District level and CO will head the team at circle level
2.	Health education, First Aid, Supply of Medicine	ADC ,CMO	
3.	Water Supply & Sanitation and awareness generation	AC ,EE-PHED	
4.	Arrangement of power Supply	EM, SDE Power	
5.	Arrangement of clothing	ADC (Nazarat), Asstt. Director Handloom & Textile	
6.	Arrangement of Shelter	Nazarat Officer, DEEO/ IS/ HM/PRI members, Designated emergency centers to be notified by Dist Administration	
7.	Arrangement of Transport, Ferry and air sorties/ evacuations	ADC, CMO, SS-ASTC, DTO	
8.	Employment generation-urban area	Asstt Director Town & Country Planning , DL&EO	
9.	Employment generation-rural area	PD(DRDA), BDOs, DL&EO	
10.	Repair/ reconstruction/renovation of infrastructures (buildings, bridges, roads, drainages, sewages, power supply, water supply etc)	BRO, EE (PWD, WRD, Power, Irrigation PHED, Drilling), PD (DRDA), Asstt. Director Town & Country Planning , PSUs	
11.	Maintenance of Law & Order	DC, SP, ADC(Magst.), Ex.Magst.,OCs	
12.	Trauma Counseling	CMO, Administrative officers, NGOs	
13.	Resource/Fund Mobilization	DC, All HODs	
14.	Damage & Loss Assessment Team	To be constituted by DDMA	
15.	Collection and Dissemination of Information	SP, DIO (NIC), APRO, DIPRO, Local Media, Spoke Person will be designated by DDMA	
16.	Re-opening and re-establishment of all offices, institutions and business establishment	District Administration, All HODs, Public representatives panchayat members, Public Leaders, All Welfare Association & Organizations, NGOs, SHGs, Volunteers,	

Chapter –XIII

STANDARD OPERATING PROCEDURE (SOP)

13.1. SOP FOR DISTRICT EMERGENCY OPERATION CENTRE (DEOC), GOALPARA

Responsibilities:

START IMMEDIATELY ON RECEIVING STORM / FLOOD WARNING OR INFORMATION ABOUT ANY OTHER EMERGENCY

1. Officer in charge of Control Room: The control room shall be in overall charge of the Deputy Commissioner as the Responsible Officer (RO). In the absence of DC, ADC (Disaster Management), or any other Officer or staff on duty at that point of time shall remain in charge of Control Room/DEOC. The person in charge of control room/DEOC shall be personally responsible for implementing the SOP.
2. Assembly in DEOC: The Incident Commander & Dy. Incident Commander, DIPRO, Liaison Officer, Safety Officer and Chiefs of all Sections will arrive at the DEOC during occurrence of any incident in the district or emergency situation arises. The Officers of line departments shall assemble in the DEOC on getting any information from any source about any emergency.
3. The R.O will hold a meeting with the Incident Commander, Dy. Incident Commander, DIPRO, Liaison Officer, Safety Officer and Chiefs of all Sections at the DEOC during any emergency and ensure active participation of all departments in response.
4. The RO will give directions to any department or authority regarding actions to be taken.
5. The liaison Officer will coordinate with all concerned and on receiving any information would update the Incident Commander and Responsible Officer
6. The Information Assistant would contact the Rev. Circle Officer and take update of the situation and after approval of I.C and R.O inform the SEOC.
7. The APRO personnel will contact with the P.S and also connect communication with the SEOC for updating and if required for resource mobilizing.

Procedure:

1. When an incident strikes R.O would declare as an emergency situation.
2. The heads of all Sections would reach the DEOC immediately.
3. The R.O will give directions to the department or authority regarding action to be taken.
4. The Information Assistant will call the Circle Officer concerned (in Incident area) and take status report of the incident and record in the concerned file.
5. The Circle Officer would by WT message, Email or by special messenger send signed copy of the report and also photographs on the incident if possible.
6. The Information Assistant will then prepare the incident report and submit to the in Charge, DEOC cum Addl. Deputy Commissioner, DDMA for approval.
7. The In Charge, DEOC would then place before R.O and get final approval for sending to SEOC.
8. The Information Assistant in coordination with the DPO, DDMA would perform the following duties:
 - The IA would join duty allotted and sign the attendance register.
 - Check the telephone connection whether it is functional or not.

- Check any instruction received from the higher authority.
- Check the television news for any information related to emergency or disaster situation.
- Update the incident register (if any) and inform the higher concerned (ADC/DPO).
- Update the call records and action taken.
- Contact the concerned department for cross check and for reporting to higher Authority.
- If required, coordinate with the departments for response and recovery.
- Update the contact details of all department Heads, Staff etc. in the District.
- Maintain list of vulnerable place, structures in the district. Also, map of district with the utilities mapped.
- Update the departmental disaster management plans submitted by the departments.
- Update the District disaster management plan.
- Ensure the assets of DEOC are in good condition.
- Ensure the register and files are maintained properly.

13.2. STANDARD OPERATING PROCEDURE (SOP) STORM

Objective	
Minimize the loss of life & property	
Purpose	
For effective response and recovery during Storm	
Roles & Responsibilities	Responsible person
Pre - Storm	
DDMA/DEOC- After receiving any forecasting disseminate to concerned Authorities SDO (Civil), Circle Officers, HOD, DIPRO & Local volunteer group.	1. ADC, DDMA 2. DPO, DDMA
The SDO(Civil), Circle Officers, HOD, DIPRO & Local volunteer group will accordingly be alert and convey to Officials /staffs at field level. Ensure all manpower and machinery is ready for responding .Keep in touch with DDMA/DEOC for updating.	All concerned Officials
Police- Alert all P.S/O.P and ensure all wireless sets are operative, vehicles in running condition, emergency lights ready, battery all charged and keep in close contact with DDMA/DEOC.	1. Suptd. of Police 2. Addl. Suptd. of Police
Health- Alert all Doctors/paramedics/staff, ensure vehicles/ambulances are in running condition, drivers are available, hospital beds are available and ready, if required make temporary arrangement. Necessary medicines are available. Powers back up facility in hospitals are ready. Keep in close contact with DDMA/DEOC.	Jt. Director, Health
Forest- Alert all Officials and staff, keep all tree cutting equipment, ropes etc. ready and available. Vehicle in running condition.	DFO(T)
SDRF- Alert all staff, keep all necessary equipment ready, vehicle in running condition, Keep in close	Station Officer, F & E.S

contact with DDMA/DEOC	
APDCL- Alert all Officials and staff, keep all necessary equipment and items for restoration are sufficiently ready and available, Ensure vehicle is in running condition. Ensure 24 hours duty in control room. Ensure alternative power back up is available immediately. Keep priority in hospitals and emergency service centres for immediate recovery.	AGM APDCL
N.H & PWD Roads - Alert all Officials and staff, keep all necessary equipment and machinery items for restoration are sufficiently ready and available, Ensure vehicle in running condition.	Ex. Engineer, PWD, Roads
ULB- Alert all Officials and staff, keep all necessary equipment and items for restoration is sufficiently ready and available, Ensure vehicle in running condition. Emergency power back up is available for pumping and supply of water. All water tanks are filled and ready for service. Jcb/tractors, Garbage vans are functional with drivers at hand.	Chairman, Municipality Boards/Town Committees
Circle Officer: Alert all SKs/LMs & GBs and ensure all HH are aware and alert. Keep in close contact with concerned departments, DDMA/DEOC. Ensure vehicle is in running condition.	Circle Officers
PHE- Alert all Officials and staff, keep all necessary equipment and items for restorations are sufficiently ready and available. Ensure emergency back-up facility is available at Water sources. Water is sufficiently stored for crisis situation. Ensure vehicle in running condition. Aware public/User groups about the necessity of water preservation. Ensure packaged water is available.	Ex. Engineer, PHE
All Departments must rehearse i.e. mock drill for responding to actual occurrence.	All Departments
During & After Storm	
Follow the SOP	All Departments concerned
APDCL to cut power supply immediately until situation is normal. Ensure all Officials and staff report for duty as planned earlier and take charge of his/her responsibilities identified earlier. Make alternative power back up immediately. Give priority to hospitals and emergency service centres for immediate recovery. Regularly update DC/ADC about the situation.	AGM APDCL
DIPRO to aware public about the situation and if required stay indoors (depending upon the time and nature of event).	DIPRO
Forest Official and staff to start response immediately. To coordinate with APDCL and jointly make area survey and inform DDMA/DEOC about the damage occurred.	DFO(T)

Circle Officer to instruct all SKs/LMs & GBs and prepare a preliminary report of the occurrence within an hour and sent to DDMA/DEOC immediately. After damage assessment submit detail report to DDMA/DEOC along with the photographs and necessary documents.	Circle Officers
PHE- Ensure all Officials and staff are engaged in response. Keep stock of water availability and provide DG sets for pumping water. Provide packaged drinking water wherever necessary. Ensure hygiene and sanitation is taken care in the affected areas and camps.	Ex. Engineer, PHE
DDMA/DEOC keep in touch with COs, all concerned departments and compile the reports received and sent to ASDMA. Ensure coordination with all departments/Agencies involved.	1. ADC, DDMA 2. DPO, DDMA
N.H & PWD Roads to ensure all Officials/staffs are at field and maintain coordination with Forest, APDCL etc. clear the roads, or make alternate route wherever convenient.	Ex. Engineer, PWD,Roads
ULB- Ensure all Officials/staff are at work. Keep notice of availability of drinking water and find alternate provision for Hospitals and emergency service centres.	Chairman, Municipality Boards/Town Committees
SDRF- To make a survey of the area of occurrence and report to DDMA/DEOC/CO. Carry out response wherever necessary. Coordinate with Health if required; keep contact with APDCL/Forest/PWD for restoration activities.	Station Officer, F & E.S
Departments to submit proposals as per SDRF norms to DDMA	All concerned Departments

13.3. SOP FOR RELIEF OPERATIONS FOR FLOOD

The Draft Standard Operating Procedure for Relief operations and management of Relief camps prepared by the District Disaster Management Authority (DDMA), Goalpara with the objective of providing timely relief to the victims of Natural disasters and also for systematic approach for carrying out relief operations by various Government and Non-Government Officials.

Post Disaster

1. Damage assessment

- Primary assessment:
 - The Circle Officers along with the S.K, Lot Mondols, VLMCC, VDPs and community volunteers will carry out damage assessment (as per flood reporting format) in their respective areas soon after occurrence of flood and also estimate relief needs.
 - The Officials/staffs of the key departments Health, PHE, F & C.S, Social Welfare, A.H& Vety will accompany the Circle Officials during the damage assessment.
 - The assessment report must be submitted to DDMA within least possible time.

➤ **Secondary assessment:**

- The Circle Officers along with the S.K, Lot Mondols, VLMCC, VDPs and community volunteers will carry out damage assessment (as per flood reporting format) in their respective areas soon after the flood water recedes.
- The Officials and staffs of the line departments viz. Agriculture, , PWD, Water Resources, Education, Fishery, Irrigation, , BDO etc. will accompany the Circle Officials during the detail damage assessment.
- The damage assessment report must be submitted to DDMA on daily basis (within 24 hrs of the occurrence of the event).

2. Relief camps

- The relief camps should be hazard free (Situated at highland, safe structure, free from falling hazards, surroundings should be hygienic, easily accessible)
- The Circle Officers in coordination with the PWD (Building), Inspector of Schools, DEEO and BDOs will operate the designated/identified relief shelters.
- The PWD (B) will ensure strengthening of unsafe structures and set up temporary shelters if required.
- The Power department will check and ensure uninterrupted power supply in the relief camps. Facilitate solar lights/lamps if available in those places where no electricity is connected.
- The PHE department will ensure clean water supply, sanitation and separate toilets for male and female. Prevent open defecation and especially near water spots. The latrines and toilets are cleaned with bleaching powder, disinfectants regularly. Ensure that the solid waste is put in closed containers or buried in closed pit.
- The Health department to take steps to prevent water and vector borne diseases. To provide sufficient medication and hygiene. Treatment of casualty as per triage done. To provide care for pregnant and new born baby. Also, separate treatment for patients with communicable diseases. To provide mosquito nets in the relief camps.
- The District Malaria Officer, to ensure fogging at the camps to prevent malaria.
- Police department to ensure maintenance of law and order at camps and during distribution of relief materials. Safeguard the belongings and valuables of affected community.
- The S.K/Lot Mondols/VLMCC/President/Secretary of Gram Panchayat would prepare list of beneficiaries for relief distribution.
- The Circle Officer will submit daily report (24 hrs) on relief camp status to DDMA

3. Relief management:

- On receipt of requirement list from the Circle Officer, Social Welfare Officer and Vety Officer, the F & C.S will arrange the food items (Adult and Baby food) and also fodder for animals. The items will be tested by the supply inspector before lifting for ensuring quality and quantity.
- The DTO to ensure transportation of relief items to the relief camps.
- The Nazarat Office to ensure supply of POL for relief distribution.
- The Nazarat Office to coordinate with PWD for constructing Helipads for dropping of essential items. (Circle Officer to select in advance ground for Helipad.)
- The DEOC may receive donations in kinds like (clothes, dry ration, blankets, baby food etc.) from various Organizations and distribute to the affected community through Circle staffs.
- The Circle staffs will check the items and receive at the relief camps and distribute to the affected families and maintain a register and also take stock of the items.
- Also, ensure that food and other materials are distributed in an equitable manner addressing the needs of the most vulnerable. To keep the undistributed relief material in a safe place/godown and preserve the stock.
- In some cases cooking provision to be arranged at the relief camps.
- The DFO to arrange fire wood fuel for cooking.
- The food Inspector may be called for testing.

4. Psycho-Social care:

- The Social Welfare Officer to prepare list of Pregnant mothers, Lactating mothers and new born baby, children, old persons and differently abled persons in the camps.
- The Social Welfare Officer, to ensure that the pregnant mothers and lactating mothers receive proper nutritional food and care.
- The DSWO to ensure that the Adolescent girls are provided safe environment, privacy and hygiene.
- Ensure that the new born baby receives proper medical care.
- Ensure that the old persons and differently abled persons are attended and assisted
- To Arrange Psycho-Social sessions for Adults in consultation with Health department.
- To Assist the Health department in regular check up in the camps.
- To Assist the Circle staff and Police in reuniting with family members.

5. A.H & Vety care:

- The DVO to coordinate with the Circle Officer/BDOs/PWD (B) in identifying or constructing cattle camps separate from human shelter.
- The DVO to prepare list of cattle affected (Large, small, poultry etc.) as per SDRF norms.
- The DVO to coordinate with Circle Officer and F & C S for animal fodder.
- Liaison with Nazarat Office for transportation of fodder to cattle camps.
- To ensure proper vaccination/medication of cattle camps for prevention of human transmitted diseases.
- To coordinate with Dist. Malaria Officer for providing fogging at the camps.

6. Compensation/Assistance

- The Circle Officer to prepare list of affected families and submit to DDMA (as per SDRF norms) for onward submission to Government for financial assistance.
- The DVO to provide list of milching animals /draught/poultry lost (as per SDRF norms).
- The DAO/Handloom and Textile/DFDO to provide list of beneficiary as per SDRF norms for financial assistance.

7. Closing of Relief camps:

- After the camp inmates return to their villages and rehabilitation process is over, the Circle Officer to inform DDMA about the closure of the relief camps.
- Also, instruct the concerned departments for examining the condition of the relief camps and if required action for maintenance.
- The Circle Officer/Camp in charge must ensure that the Institutions/shelters utilized for the relief operations must be sanitized and handed over to the concerned Authority.
- Ensure that all mobilized resources must be demobilized and handed over to the concerned custodian signed in a receipt.

8. Awareness at Relief camps:

- The DIPRO will make announcement at affected areas and relief camps about the disaster situation.
- Distribute IEC material regarding health and hygiene issues in coordination with DDMA, Health and PHE and NGOs.

9. Role of Non-Government Organizations.

- To assist the Dist.Adm/Circle Officials/Departments in evacuating affected families to safer places/shelter/relief camps.
- To assist Circle staffs in distributing relief materials.
- To aware the affected community about health and hygiene issues.
- To provide mental support to the affected families.
- To assist the vulnerable sections in the affected population.
- To assist the Social Welfare department and Education department for informal education.
- Functioning as a catalyst for upholding the needs of the affected community in the relief camps.

13.4. SOP FOR POLICE DURING NATURAL DISASTER.

Police organisation has to see itself as a major player in disaster management. It will continue to have the first responder role given its proximity to the incident site and relationship with the people. Therefore it has to bring about change in its approach. It has to adopt disaster management function as a one of its primary functions. State & district level authorities cannot afford to wait for response specialized forces such as NDRF all the time. Moreover, on many occasions, it might not be advisable or feasible to obtain/deploy armed forces and NDRF. Hence state police must be prepared as response force.

The local police must be trained, equipped and supported with legislation and subsequently they can play supporting role to the specialist forces if and when they come in bigger emergency cases. On many occasions Special Forces are not required and the local police may retain the primary role to help the needy. The out-side forces are also handicapped in operating in unknown area, among unknown people and here is the key to critical role of police. The Police are among the first responders in any crisis because,

- LOCAL POLICE ARRIVE FIRST
- POSSESS WELL DEVELOPED COMMUNICATION SYSTEM
- FAMILIAR WITH LOCAL TERRAIN
- WIDER REACH, EVERY VILLAGE COVERED
- BETTER KNOWLEDGE OF LOCAL PEOPLE FEELINGS AND MIND-SETS
- PEOPLE RECOGNISE POLICE AS FIRST RESPONDER UNIFORMED, DISCIPLINED

While functions of local police are well defined for internal emergency, same is not true for natural disasters. But wherever earthquake or flood occurs, the police get involved from beginning. Hence if their role is designed and documented in police manuals, disaster management acts and policies, it will, to that extent facilitate immediate effective response, at least in the first few hours which are most crucial. Hence the need to frame SOPs that can help the police forces in being prepared and respond appropriated whenever any disaster happens.

Role of Police before Disaster-Prevention and Preparedness Phase Superintendent of Police of a district is ex-officio member of District Disaster Management Authority (DDMA) and in this capacity he could play important role in prevention and preparedness phase.

➤ **Emergency Traffic Plan:** - Being familiar with the local terrain, Police should prepare emergency traffic plan including detail mapping with focus on strategic points, which may use at the time of incident for safe transporting of personnel, resources and relief goods to and from the affected area.

➤ **Detail communication Plan:** Police has a robust and effective Communication system that is also for non-police functions. It can also be used to propagate information and warning of threatening disaster. Thus police can develop communication protocols for responding during disasters eg designate separate channels

for rescue, relief for example. Chaukidars who are present at village level could play important role to collect sensitive information and disseminate emergency warning and other information.

- **Identification of Building:** PS personnel travel in their area frequently. They can be of great help in identifying buildings and campus which are easy to access and could be used as relief centres/relief camps and godown for storage of food grains and other rescue and relief materials.
- **Security Plan:** - At the time of any serious incident it becomes inevitable to provide security to victims, responders and to relief materials at storage point and during transit. Resources deployed too may require security.
- **Resource Mapping:** It is very important to locate essential resources at very beginning of search and rescue works. In rescue and relief works even small and tiny elements become very important. So local police could identify, locate and document general essential elements useful for different kind of disasters. These resources may have to be operated under the guidance and protection of police.
- **Training:** Men in uniform (Police) are most visible and reliable government agency nearest to the people in difficult times. Police should conduct mock exercises with various stakeholders and should test and update their different plans.

Role of police during disaster - Emergency response phase

The primary role of police is evident during the management of the actual disaster situation. It includes:

(i) **Search and Rescue (SAR):** - The primary function during a disaster. Policemen must be trained and equipped to begin rescue at the earliest to take relief to the victims till specialized forces arrive. During such activity, police has to provide protection to boats that are put in operation during floods. resources e.g. Deployment of policeman on the boat plying in floods helps prevent overcrowding of boats and prevent capsizing. Such boats are provided with handheld wireless sets one to keep tracking its movements and provide help in disasters. To provide security to resources from unscrupulous elements.

(ii) **Deployment of resources:** - Police can help in deployment of resources, provide safety and security to the resources and the persons manning them. Restoration of communication system/liasoning with rescue teams:- Telephonic communication breaks down since the telephone towers/offices get destroyed with the result that landline and mobile phones stop working. Wireless communication might be the only means left. During floods or any other disaster most of the rescue teams operate in unknown territories under adverse conditions where landmarks are either washed away or destroyed. The army, navy and the NDRF has their own communication systems but it needed to be integrated with the district communication setup so that information of any emergency could be disseminated quickly and support reached at the earliest. Wireless communication need to be established on all the rescue boats and in operational camps. Make available police communication resources for other DM task eg. Relief distribution, medical teams.

(iii) **Prevention of commission of cognizable offences including all offences against property, human body and public tranquility:** - During disaster situation people abandon their houses with or without belongings. The safety and security of such houses and belonging is at risk. During such time people are without jobs hence incidence of crime generally increases. It also provides opportunities for the lumpen element such as robbers and thieves to commit cognizable offences i.e. looting etc., against property. Similarly, the vulnerable section of society particularly women and children susceptible to crimes against human body. Police can provide safety to such persons by active patrolling during disasters and by arresting the suspects beforehand.

(iv) **Security during Relief distributions/ Relief management:** - Relief distribution is an important aspect of disaster management. The designated relief distribution centre is generally located in the interiors. Therefore, the

security of personnel engaged in distribution and the material to be distributed (Cash and Kind) requires special attention. Similarly, many bank branches get closed and therefore cash is sent from far of places for distribution as relief of maybe mobile ATMs will be used for people requiring cash. Police is required to provide security of the Cash and or ATMs. Likewise, the security of grains and other relief material e.g food packets being transported from different places to distribution centers is also important. Dedicated escorts are needed from the FCI godowns, railway stations to temporary storage/ distribution centers. The security of the food godowns, Railways stations where relief materials are received also require security. Relief material sent by NGOs etc. is also important and Police can play significant role in this regard. During the actual distribution of relief large numbers of people gather at the relief centre. The crowd management becomes important. The regulation of the process of distribution of relief can help in maintaining law and order.

(vi) **Camp management:** - Security of camp inmates, officials and volunteers engaged in running of camps including health workers is core function. During disaster the relief camps would have people from many villages with different religious, political and caste backgrounds and thus has potential for friction. This requires deployment for law & order maintenance. Hundreds of government and non-government employees/volunteers are engaged in running of kitchens, medical centers, sanitation units etc. They require protection all the time.

(vii) **Emergency transportation and Traffic Regulation:** Police has to facilitate the movement of rescue, medical, fire and other essential services. During disaster. Highways roads has to be kept free for movement of rescue teams and relief material. Check posts are to be established for ensuring safety of relief material. Road patrol has to be arranged for safe passage of army convoys, boats and other resources sent from outside. Control traffic during and after the incident and maintain access and egress routes Make available police resources to transport rescue and relief personnel and victims. Assist in managing huge logistical problems in handling relief supplies

(ix) **Coordination with various agencies:** During disasters various agencies such as NDRF, SDRF, Paramilitary forces such as BSF, CRPF, CISF etc, Army, IAF, medical teams from outside the state arrive at the disaster sites. These external agencies are not informed about the physical terrain, Route Charts etc. The police can coordinate the activities of these agencies. The coordination among police and other agencies needs to be standardized in clear procedures.

(x) **Casualty information/ Disposal of dead:** - The identification of people involved in accidents/emergencies is a Police responsibility. All enquiries could be handled by police station staff. Tracing of missing persons and notification to their next of kin could be another area of work allotted to police. Disposal of dead bodies and documentation of dead and the missing for the benefit of next of kin to claim the compensation and ex-gratia.

(xii) **Media management:** - During any disaster situation information flow through the audio-visual as well as print media. The reports from need to be verified as soon as possible for quick response. The police can not only verify the facts of the information but also play an important role in briefing the media regarding the actual situation. This can help in checking the spread of rumours.

(xiii) **VIP Security:** - VIPs visit the affected area and relief camps frequently. Many a times, politically opposed/ dissatisfied resort to protests thereby posing threat to VIP and law and order. This must be handled by police.

(xiv) **Crowd Management:** Both at disaster site as well as at the relief distribution centre a large number of people gather as onlookers as well as the kith and kin of the victims. Sometimes the dis-satisfied people disrupt the traffic road and rail. The police can play important role in management of the crowd.

ROLE OF POLICE AFTER DISASTER-RESTORATION FACE

- (i) In long term operation of evacuation shelters the issues over the shelters would change and if they are not addressed soon they would create law and order problem. Therefore, it is important to find the causes of the problems as soon as possible, assess the situation and reviews the previous ways.
- (ii) Accommodation of persons with special needs in evacuation shelters such as small children, pregnant women and mothers with nursing infants etc. requires utmost care. In a limited shelter space, it is very important to provide special rooms for them. Police can play very important role in this respect.
- (iii) At the time of relief distribution and primary accommodation of victims support for the disabled and issues related to hygiene, infectious disease should be looked after carefully otherwise it creates serious problems to restoration face.
- (iv) Police can play an important role in selection of beneficiaries of houses and other assets to the victims to avoid complications and litigation.
- (v) **Restoration of Critical infrastructure:** Disaster usually affects the critical infrastructure such as road, telecommunication, health centers, school, electricity supply etc. Police can provide protection to the agencies which are involved in restoration of such infrastructure because people who are rendered jobless after disaster may hinder the process.
- (vi) Safe exit of the personnel involved in disaster management: - After the disasters due to fatigue laxity might seep in to the system. Although the overall law and order situation is monitored and maintained by the police, it becomes very important after the disaster for the safe exit of the personnel from outside agencies involved in management of the disaster i.e People from NGOs, INGOs, medical teams etc.
- (vii) **Feedback/assessment:** - Since the police is the key factor in managing the disaster, their feedback/assessment is very important in updating the plans for the future.
- (viii) **Contingency planning:** - The police familiar with the local terrain and the resources available in the locality. They can plan the actions taken at the time of the disaster before- hand.

Chapter – XIV

OPERATIONAL GUIDELINES OF WHAT TO DO DURING DISASTERS

14.1. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A CYCLONE/STORM

Do's	Don'ts
<p>Listen to the Radio/ TV / Public Addressing System for advance information and advice.</p> <p>Allow considerable margin for safety.</p> <p>A cyclone may change direction, speed or intensity within a few hours, so stay tuned to the radio / TV for updated information.</p> <p>Tape up large windows to prevent from shattering.</p> <p>Move to the nearest shelter or vacate the area if this is ordered by the appropriate government agency.</p> <p>Stay indoors and take shelter in the strongest part of the house / society.</p> <p>Open windows on the sheltered side of the house if the roof begins to lift.</p> <p>Find shelter if you are caught out in the open. If you are outside, do not move until advice.</p>	<p>Do not go outside or into a beach during a lull in the storm.</p> <p>Be away of fallen power lines, damage bridges and structures.</p> <p>Do not go for sight-seeing.</p>

14.2. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A FLOOD

Dos	Don'ts
<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice.</p> <p>Disconnect all electrical appliances and move all valuable personal and household goods and clothing out of reach of floodwater, if you are warned or if you suspect that flood waters may reach the house.</p> <p>Move vehicles, Farm animals and Movable goods to the highest ground nearby.</p> <p>Turn off electricity, gas if you have to leave</p>	<p>Do not enter floodwaters on foot if you can avoid it.</p> <p>Never wander around a flooded area.</p> <p>Do not allow children's to play in, or near, floodwaters.</p> <p>Do not drive into water.</p> <p>Do not eat food or drink water, which is affected by floodwater.</p>

the house.	
Lock all outside doors and windows if you have to leave the house.	

14.3. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A HEAT WAVE

<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice. Finish the work at the morning or leave it to the evening.</p> <p>Drink Sufficient Water & take Food</p> <p>Keep your head away from the direct heat. Use Clothes, Cap, Umbrella or Glasses</p> <p>Keep Stock water with you</p> <p>Wear light dresses.</p> <p style="text-align: right;">Dos</p>	<p style="text-align: center;">Don'ts</p>
	<p>Avoid standing under direct sun.</p> <p>Avoid Long Drives.</p>

14.4. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A DROUGHT SITUATION

Dos	Don'ts
<p>Save Water & Stock Water</p> <p>Arrange for alternate cropping</p> <p>Contact Nearest Agriculture Office</p> <p>Steps for Irrigation facility.</p>	<p>Stop wastage/misuse of Water</p>

14.5. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A EARTHQUAKE

Dos	Don'ts
<p>Listen to the Radio/ TV/ Public</p> <p>Teach all members of your family how to turn off the electricity, water and gas supply.</p> <p>Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed.</p> <p>Keep away from Old, Tall or ditched buildings, electricity wires, slopes and walls, which are liable to collapse.</p>	<p>Do not run and do not wander round the streets.</p> <p>Keep away from buildings, walls, slopes, electricity wires and cables & stay in the vehicle.</p> <p>Do not rush to the doors or exits, never use the lifts, keep well-away from windows, mirrors, chimneys and furniture.</p>

<p>If driving, Stop the vehicle away from building, walls, slopes, electricity wires and cables.</p> <p>Leave your badly damaged house.</p> <p>Collect water containers, food items, ordinary and facial medicines.</p>	<p>Do not rush to the doors or exists, never use the lift.</p> <p>Avoid places where there are loose electric wires and do not touch any metal object in contact with them.</p> <p>Do not re-enter badly damaged buildings and do not go near damage structures.</p>
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14.6. OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A CHEMICAL DISASTER

On hearing any warning or major industrial accident, public should act as follows.

1. To go indoors immediately.
2. Shut off all doors and windows, ventilators, block all entries points with wet cloth and curtain.
3. Switch off fans, exhaust fans, air conditioners.
4. Extinguish the flames in the nearby vicinity
5. Keep the torches handy and store water for emergency use.
6. Do not engage the emergency phone lines by calling emergency services unless any emergency.
7. Cover nose and mouth with wet cloth, and if outdoor move away quickly in the opposite direction of the wind to a safer place.
8. Wait for further instructions from emergency services before moving out.
9. Listen to warnings issued (Radio/TV)

Chapter –XV

DISTRICT EMERGENCY OPERATION CENTRE (D.E.O.C)

15.1. DEOC

The District Emergency Operation Centre (DEOC) aims for an effective and realistic District Disaster Management Plan with fail proof communication, accurate databases in order to make optimal utilization of Men, Material and Resources to prevent the loss to lives as well as minimize the loss of property ensuring fastest restoration of the situations. The DEOC will act as DEOC for the purpose of disaster of any kind. If DDMA, Goalpara allows, then the DEOC may also be used as DEOC for other purpose like during Election, fall of Law & Order situation etc.

15.2. PURPOSE OF THE DEOC:

The District Emergency Operation Centre (DEOC) is under control of the District Collector, which will be operational round the clock and is the nerve center for the following activities.

- To monitor Co-ordinate and Implement the actions/activities for effective disaster responses as well as management of available resources.
- In a disaster time the DEOC will operate under the Chairman of DDMA, exercising emergency power to issue directives to all line departments to provide emergency response service.
- DEOC will co-ordinate with the State Disaster response machinery like State Relief Commissioner and State Emergency Operation Centre (SEOC) for appropriate support and smooth flow of information.
- DEOC will be manned round the clock for emergency responses.
- The District DEOC will be placed in the Emergency Section of the Deputy Commissioner's Office.

The DEOC shall be in overall charge of the Deputy Commissioner & Chairman, DDMA. In the absence of Chairman, CEO, DDMA or any other Officer on duty at that point of time shall remain in charge of DEOC. The person in charge of the DEOC shall be personally responsible for implementation of the Standard Operating Procedure (SOP). She or he shall be responsible to take all decisions as outlined below and signed on behalf of the Deputy Commissioner on all reports mentioned below.

15.3. ASSEMBLY IN DEOC:

Following staff and officers shall assemble in the DEOC on getting any information from any source about the emergency situation. Apart from these, any other officer or staffs who get the information from any other sources will reach / inform the DEOC immediately for further onward actions.

- District Commissioner & Chairman, DDMA Goalpara,
- ADC (DM) cum CEO, DDMA Goalpara
- Superintend of Police
- Chief Medical Officer
- Executive Engineer, PWD
- Executive Engineer, WRD
- District Social Welfare Officer

- SDOs (Sadar)
- Circle Officers
- DIPRO
- Assistant Executive Engineer, IWT
- Station Officer, Fire Service
- Squad Commander, SDRF
- All staff of emergency section
- Any other staff as desired by

15.4. PREPARATORY ACTION FOR DEOC:

Following preparatory steps will be taken up for keeping the DEOC functional during emergency.

- Shift one more phone line to DEOC.
- Install Toll Free No at DEOC & make necessary arrangement for wide publicity.
- Keep the Radio with new batteries ready, Generators sets to keep ready.
- Kerosene as well as petrol to be stocked for running the Generator.
- Charge the VHF sets and testing to be done.
- Keep two four wheelers ready for emergency operations.
- Alert all field officers like BDOS/Circle Officers /Medical Officers /Veterinary Assistant Surgeon /Telephone operators / Agriculture Development Officers/ Junior Engineers of PHED, PWD, WRD, Irrigation, ICDS functionaries, Urban & Town Committee and other grass root level functionaries of Department.
- Alert all the MLAs/MPs/ Other Public Representatives, DIPRO who will inform the media.

Warning shall be issued in the following prescribed format.

Emergency Warning Message No:	Date :
To S.P./All I.Cs of Police Stations/ O.I.Cs/ BDOs/ Circle Officers / SDOs(Civil)/Jt Director (H&FW)/CMO/SDMO/DAH&VO/SD AH&VO/DAO /SDAO/EE R.&B./ EE WRD /EE PHED/ EE Irrigation/ DSWO /CDPO/ Town & Country Planning/ MLAs/ MPs/ CEM BTAD/ EMs BTAD/ DIPRO/ DEEO / IS/ BEE0	
Space for message	
CRASH	
District Commissioner & Chairman, DDMA	

15.5. STAFFING IN DEOC:

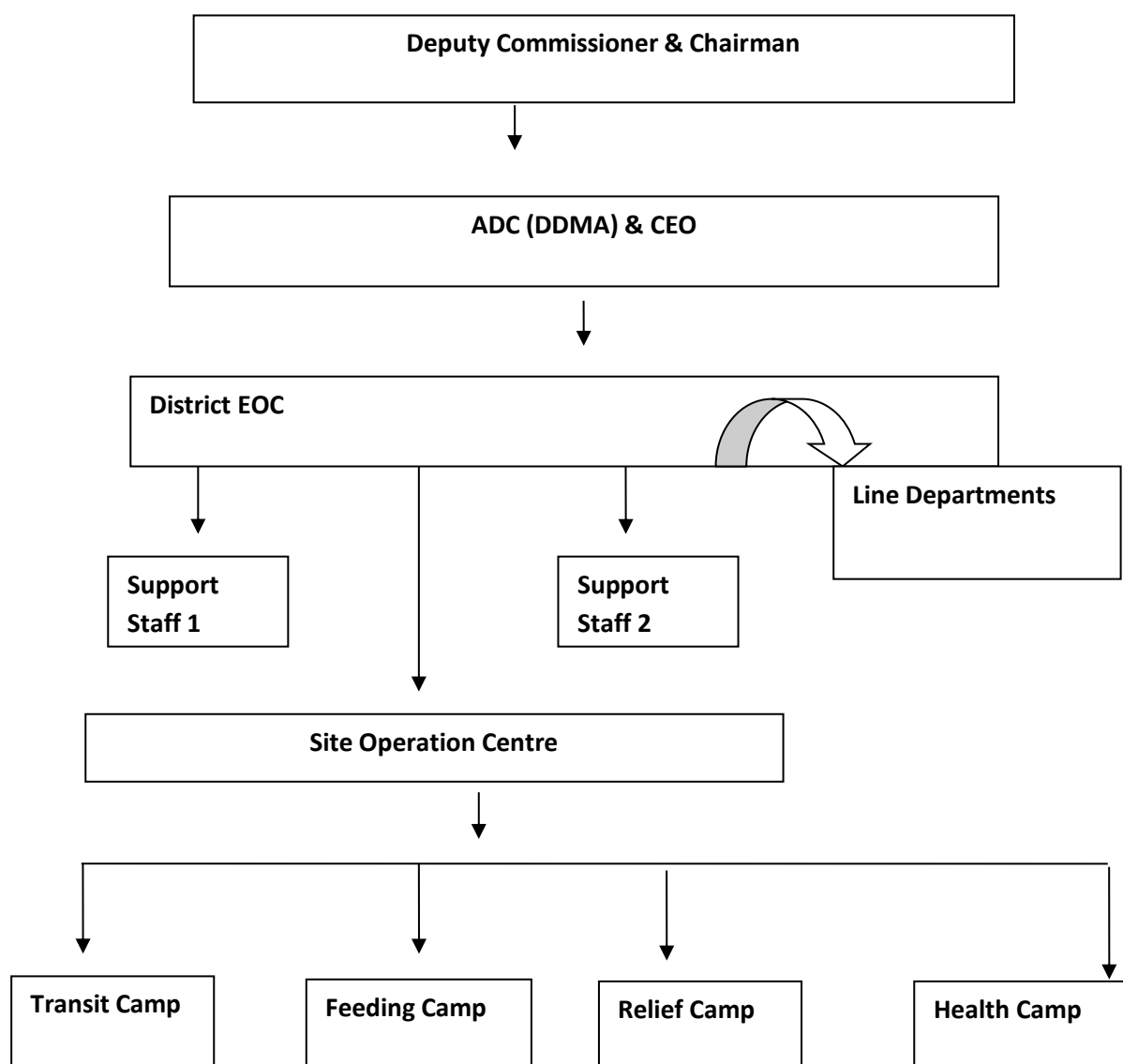
The DEOC will act as the nerve centre for the district to tackle the emergency situations and the staffs will co-ordinate with the line departments for timely response in Disaster Preparedness and Management at the district level. For normal time and emergency situations an Emergency Officer and two Support staff will be placed in the District DEOC. Apart from these permanent staffs, required manpower would be engaged to ensure operation of DEOC on 24X7X365 basis. The Deputy Commissioner & Chairman DDMA will notify Emergency Officer and Support Staff for effective operation of the DCR. Apart from the staff of District Administration, Deputy Commissioner may request the other department to depute support staff during emergency.

Roles & Responsibilities of Emergency Officer

The Emergency officer will be the in-charge of the District DEOC. His roles and responsibilities will be to monitor, Co-ordinate and implement the actions for disaster management. He should look after the safety and well keeping of the infrastructure available at Dist. DEOC. He should look at the facilities provided in DEOC, which are always in good working condition and should ensure that the DEOC manned round the clock. The responsibilities of the Emergency Officer are to :

- Ensure that all warning and communication systems, instruments are in working condition.
- Receive information on disaster on a routine basis from the district line departments on the vulnerability of the various GPs and villages through proper channel (Revenue Circle and Block).
- He will receive reports on preparedness from the relevant district level departments and other departments, as per information details. These will be forwarded to the Emergency Operations Centre, Concern Disaster Management team through Deputy Commissioner on regular basis.
- Update data bank and maintain an inventory of resources half yearly and ensure the inventory of resources, materials and equipment accessible to District DEOC.
- Inform Deputy Commissioner, State Disaster Emergency Operation Centre, and CEO ASDMA about any changes including updating of data bank and Annexure/Formats.
- Monitoring preparedness measures, training activities including mock drill exercise undertaken by various departments.
- Ensure proper dissemination of Dist. Disaster Management Plan at the district level, local level and disaster prone areas.
- Organize post –disaster evaluation and update Dist. Disaster Management Plan accordingly.
- Prepare reports and documents on district level disaster events and submit the same to Deputy Commissioner, CEO, ASDMA. The documents should include:
 - Source and cause of the disaster
 - Description of the response effort
 - Recommendations for preventive and mitigation measures
 - Plans for upgrading emergency preparedness and response plans

CO-ORDINATION STRUCTURE AT DISTRICT LEVEL DEOC



EMERGENCY RESPONS STRUCTURE

Sl. No.	Officials	Responsibilities
1.	DISTRICT COMMISSIONER & CHAIRMAN,DDMA	<ul style="list-style-type: none"> Emergency Meeting Overall disaster management. Fixation of Responsibilities to different officials. Instruction to block level officials.
2.	S.P.	<ul style="list-style-type: none"> Interaction with collector and other official regarding situations. Placement of Forces for relief operations.
3.	C.M.O.	<ul style="list-style-type: none"> Stock and storage of medicine at different points as well as in sub points. Allocate distribution and deployment of different staff for speedy health services. Temporary Distribution points as well as setting up of delivery mechanism. Vehicle deployment and establish of mobile Vans/Ambulances.
4.	Emergency Officer	<ul style="list-style-type: none"> DEOC and allied functions. Collection of statistics and compilation of report and returns.
5.	Food & Civil Supply Officer	<ul style="list-style-type: none"> Collection & diversion of food and other materials for affected area. Stock positions at different locations.
6.	Fire Officer	<ul style="list-style-type: none"> Deployment of Fire Brigade in case of Fire Accident.
7.	DTO / MVI	<ul style="list-style-type: none"> Requisition of Vehicle. Allocation of duty to vehicle and issue POL
8.	DIPRO	<ul style="list-style-type: none"> Information and communication facilities. Warning dissemination. Setting of temporary installations for Communication.
9.	DSWO	<ul style="list-style-type: none"> Allocation of duty to area to voluntary Organization after consultation with Deputy Commissioner. Organizing Relief Materials for Resource Tracking.
10.	DIPRO	<ul style="list-style-type: none"> Information sharing to line officials.
11.	EE, Irrigation, PWD, WRD, PHED	<ul style="list-style-type: none"> Updation of the situation.

15.6. SCOPE OF WORK FOR THE DISTRICT DEOC:

Warning or Occurrence of Disaster:

During Emergency:

- Event tracking and early warning dissemination.
- To collect and transmit information regarding matter relating to natural calamity.
- Mapping of vulnerable areas.
- Database on civil society organizations and their activities.
- Database on volunteers.
- Facilitate regular meetings of civil society organizations and issue updates.
- Flow of information to central DEOC in special Relief Commissioner's office and SDMA.
- District level training of officials and NGOs in emergency response.
- Men and material management in emergencies with proper inventorization.

WARNING DISSEMINATION PHASE:				
DEPUTY COMMISSIONER & CHAIRMAN DDMA :				
To collect information on:	Activity	PERSONAL Responsible	Resources required-to be sourced from	Time frame and remarks.
Event warning	Regular monitoring of the activities of the DEOC	DCR, EO, DIPRO	Communication equipment to be Procured much before probable disaster season.	48 hours prior to any warning.
Rain forecast	Monitoring of rain recording	EE,WRD	Proper functioning of rain gauge.	On daily basis
	Monitoring of weather sites by staff	Person Responsible for DEOC	Internet connectivity at DEOC	On daily basis
Water level in the Dam & Release of water from Dam.	Standing orders to WRD , CWC to provide details of water level	EE, WRD , & and Emergency Staff	Close communication with the EE, WRD	On daily basis
Warning to district authorities in the downstream side of Dams	Inform officials positioned at the downstream through mobile phone, SMS, WT DIPRO.	Emergency Officer, Volunteers.	VHF, Internet, VSAT Phone, Jeeps with Loud Speakers	12 hours before release of water from the dam.
CMO:				

Keep close contact with the Deputy Commissioner and the Emergency Officer.	Give latest report on any health hazard, Epidemic of death due to natural causes like cold wave, cloud burst, lighting etc.	Doctors and other Paramedical staff of the district.	Telephone, Fax, Computer, Internet.	Immediately.
Ensure Information reached to the health workers at field level.	Keep a database of all the contact Telephone numbers/other means of communication,	Doctors and paramedical staff of the district.	Vehicles of health department and hired vehicle from private operators.	Immediately upon receipt of message.
Collect information on health status on a daily basis.	Activate and constantly monitor the disease surveillance system.	Members of the emergency health Team,	Telephone, Fax, Computer, Internet.	Daily.
Feed back to the Deputy Commissioner.	Give a daily feedback on the action taken and anticipated problems.	SDMOs, MOs, Media		Daily.

S.P.:

To collect Information on:	Activity	Person Responsible	Resources required-to be sourced from	Time frame and remarks.
Alert the Police force to be vigilant and take hold of the Law and order situations.	Messages to all P.S. through VHF and Telephones	OICs, VHF Control, Telephone Operators	Proper functioning of the equipments.	Immediately upon receipt of warning
To arrest and take into custody the rumors ,mongers	Similar instruction to all PS and outposts	Staff of the police department		Immediately upon receipt of warning

Deployment of force in the calamity area	Delegate forces to the areas likely to face any disaster	Staff of the police department	-do-
Alert fire brigade for action.	Contact the Fire Station officer	Staff of adjoining Fire Station	-do-
Calm down general public.	Give proper warning with careful use of word to prevent chaos and panic among public.	Appropriate instruction to people Disseminating warning of any sort.	-do-
Emergency Officer			
Publicity of warning received.	Through public address system. News bulletins through DIPRO.	DIPRO, Station Director AIR, Local News Channel	Jeeps with loudspeakers
Inform State EOC and other district authorities	Prior collection of telephone numbers of all persons with disaster Mgmt Experience	Staff of emergency cell.	Computer, Stationery etc.
Alert all concern Depts. Like H&FW, WRD, PHD, PWD etc,	Inform them about the gravity of the situation	Officials of all depts.	

15.7. Role of ADC & CEO, DDMA:

The ADC & CEO, DDMA after getting weather/ Flood warning message from the District DEOC will act as follows:

- They will depute Circle Officers to their appointed areas.
- Warn the people especially in low-lying areas through Mandals / VLMCC Members / Home guards/Youth Groups/Voluntary Organization through Public Address System in the villages and local markets.
- They will assess and locate the nearest evacuation shelters and buildings for evacuating the people.
- They will arrange vehicles/boats (power boat & country boat) to shifting the people to the shelter point.
- They will assess the requirement of foodstuff, medicines, fodder etc. and take necessary measures accordingly.
- Co-ordinate with Line Department for early restoration

Senior Officers- In charge of Hazard Prone Revenue Circle

Sl. No	Senior Officers Assigned	Areas Responsible
1	ADC (DM) & CEO, DDMA	Overall Charge- Relief & Rehabilitation
2	SDOs (Sadar)	Subdivisions (Civil)
3	Project Director	Block
4	Circle Officer	Revenue Circle Area
5	Others as necessary	

15.8. ROLES & RESPONSIBILITIES OF FIELD OFFICERS, GOALPARA

In all Revenue Circle at the Goalpara District at present 5 (Five) Nos. of Field Officers are engaged. Their controlling and Reporting Authority is Circle Officer and DDMA, Goalpara.

- Field Officers are to assist DDMA in managing and running the communication systems put in place at the Circle level.
- Field Officers are to assist Circle Officers in Co-ordinating with other departments on Disaster Management issues at Circle level & maintain records pertaining at Circle level Land Management and Conservation Committees.
- Field Officers are to assist the DDMA in preparation and updation of Village, Gaon Panchayat & Circle level Disaster Management Plans.

Sl	Name of the Field Officer	Address	Rev. Circle	Contact No
1	Himan Jyoti Sarma	Guwahati	i/c Rongjuli	8638189979
2	Dibakar Nath	Balbala, Goalapara	i/c Balijana	7002191956
3	Prodeep Chandra Barman	Ambari Lakhipur, Goalpara	Lakhipur	9101356411 9707158488
4	Himan Jyoti Sarma	Guwahati	Dudhnoi	8638189979 9085903435
5	Dibakar Nath	Balbala, Goalapara	Matia	7002191956 8402898026

15.9. STRUCUTRE OF DEOC, GOALPARA

The DEOC, Goalpara structured at the Office of the Deputy Commissioner with furniture and fixure. The DEOC is made operational on 24X7X365 basis. Manpower hired directly through DDMA procedures with the following terms and condition.

1. Services

- 4(Four) nos. of personnel with requisite qualification graduate in any discipline with computer skill in MS office & MS Excel will be placed at the DEOC.
- The 4(four) nos of personnel should be with good character, physically fit and mentally sound.
- The DDMA will place all the four (4) personnel within one week of signing of agreement and DDMA would have the right to assess the capacity of the personnel to replace any of the four personnel if found unsuitable.
- The DDMA will be paid a lump sum remuneration of Rs 14493/ (Rupees Four Thousand four hundred ninety three only) including Service Tax and administrative charge per person per month from the date of placement of personnel to DEOC.
- The District Emergency Operation Centre (DEOC) shall be in operation 24X 7 X 365 basis. The DDMA shall prepare Duty Roster of the personnel in advance in such a way that at least a (one) personnel is available in the DEOC at any point of time.
- The duty hours of the personnel placed at the DEOC will be for 8 hours.
- The supervising officer of the personnel placed at the DEOC will be the ADC cum CEO, DDMA and the Controlling Officer will be the Deputy Commissioner as Chairperson DDMA.
- The DDMA shall furnish complete Bio Data of the 4(four) personnel to DDMA concerned.
- The DDMA will also arrange for verification of the character and antecedents of the personnel through police.
- The DDMA shall submit the Sanction Order on the 1st day of each month for the services rendered during the previous month. DDMA will release the due amount after verification and scrutiny.
- The DDMA shall disburse the amount to the actual payee as per the procedure fixed by the ASDMA in the contract terms and conditions with the personnel.
- The DDMA shall also deposit the service Tax and furnish a copy of Challan /any other instructions to DDMA for record and placing for audit.

2. Term

- The DDMA shall perform the services initially for a period of one year. Renewal of the service solely depend on the discretion of Assam State Disaster Management Authority and District Disaster Management Authority.
- The Client may find it necessary to postpone or cancel this assignment based on the review under services mentioned above at any moment with or without prior notice.

At present, DDMA, Goalpara has provided the following manpower on roster basis to ensure at least a (one) personnel are available in the DEOC at any point of time. The Project Officer, Assam State Disaster Management Authority has been coordinating, guiding and monitoring the activity of the DEOC.

SI	Name of the Information Assistant	Address	Contact No
1	Prashanta Bezbarua	Santinagar, Goalpara	7002479554
2	Jyoti Prashad Ojha	Bamunpara, Goalpara	97061-25585
3	Khanindra Kr.Nath	Tilapara, Goalpara	70023-22755
4	Amar Jyoti Nath	Tilapara, Goalpara	90859-47342

3. MATERIALS AVAILABLE WITH THE DEOC

1. Telephone with no 03663-243043 / 1077 (Toll Free) / 8811808822
2. Laptop
3. Computer with printer and Xerox machine
4. Projector with Screen
5. DG Set
6. Conference table with chairs
7. Scanner
8. Internet facility
9. Power backup (Online UPS)
10. Steel almerah & rack



FRIMS Assam

Flood Reporting And Information Management System



DAILY FLOOD REPORT

Cumulative Flood Scenario of Goalpara District from 01-May-2023 to 01-May-2023	
Particulars	District/Sub-division Report : During Last 24 Hours
Name Of Revenue Circle Affected	Nil
Villages Affected	Nil
Population And Crop Area Affected	Nil
Relief Camps / Centres Opened	Nil
Inmates In Relief Camps	Nil
Human Lives Lost - Confirmed	Nil
Human Lives Lost Confirmed - Death Type	Nil
Human Lives Lost - Missing	Nil
Human Lives Lost Missing - Type	Nil
Animals Affected	Nil
Animals Washed Away	Nil
Houses Damaged	Nil
Rescue Operation	Nil
Relief Distributed	Nil
Relief Distributed Others	Nil
Infrastructure Damaged - Embankment Breached	Nil
Infrastructure Damaged - Embankments Affected	Nil
Infrastructure Damaged - Road	Nil
Infrastructure Damaged - Bridge	Nil
Infrastructure Damaged - Wildlife	Nil
Infrastructure Damaged - Others	Nil
Erosion	Nil
Landslide	Nil
Urban Flood	Nil
*Bajali, Biswanath, Hojai and Tamulpur are sub-divisions (Independent)	

F.No.33-03/2020-NDM-I (Vol-II)
Government of India
Ministry of Home Affairs
(Disaster Management Division)

'C' Wing, 3rd Floor, NDCC-II,
Jai Singh Road, New Delhi.
Dated, the 10th October, 2022

To

- (i) The Chief Secretaries of All States
- (ii) The Relief Commissioners/Secretaries (DM) of all States.

Sub: Items and Norms of assistance from the State Disaster Response Fund (SDRF) and the National Disaster Response Fund (NDRF) for the period 2022-23 to 2025-26 - regarding.

Sir/Madam,

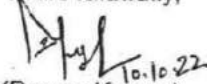
I am directed to refer to this Ministry's letter no 33-03/2021-NDM-I dated 12.01.2022(<https://ndmindia.mha.gov.in/images/gallery/Guidelines%20SDRF%20&%20NDRF.PDF>) and to state that based on the recommendations of the Fifteenth Finance Commission (FFC) on financing of disaster risk management and the report of the Expert Committee set up by this Ministry, the Government of India has revised the items and norms for assistance from SDRF and NDRF. The FFC has recommended three sub-windows of (i) Response & Relief; (ii) Recovery & Reconstruction; and (iii) Preparedness & Capacity Building, within SDRF and NDRF. Accordingly, the items and norms of expenditure have been divided in these 3 sub-windows. The approved list of items and norms for assistance from SDRF and NDRF in the wake of notified natural disasters is annexed (English and Hindi), which will be effective from the financial year 2022-23.

2. The revised items and norms is also available on the website of Disaster Management Division of the Ministry of Home Affairs i.e. www.ndmindia.mha.gov.in.

3. This supersedes Ministry of Home Affairs earlier letters No.32-7/2014-NDM-I dated the 8th April, 2015; No. 33-4/2020-NDM-I dated 14.03.2020, 28.03.2020, 14.07.2020, 23.09.2020, 15.04.2021 & 25.09.2021; No. 33-08/2020-NDM-I dated 27.05.2020; and No.04-01/2018-NDM-I dated 01.12.2020, on the subject.

Encl: As above

Yours faithfully,


(Pawan Kumar)
Director (DM-I)
Tel: 23438123

E-mail: mk.pawan65@gov.in

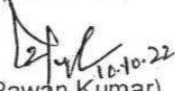
Copy for information and necessary follow up action to:

1. Accountant General of all State Governments.
2. Comptroller & Auditor General, (CAG), New Delhi.
3. Controller & Auditor General, (CAG), New Delhi.
4. Resident Commissioners of State Governments

....2/-

Distribution:-

1. Ministry of Finance, Department of Expenditure [Addl. Secretary (FCD)], North Block, New Delhi.
2. Ministry of Agriculture, Joint Secretary (DM), Krishi Bhawan, New Delhi.
3. Member Secretary, National Disaster Management Authority, NDMA Bhawan, Safdurjung Bhawan, New Delhi.
4. All concerned Central Ministries/Departments/Organizations.
5. PMO/Cabinet Secretariat.
6. PS to HM/PS to MOS(N)
7. Sr. PPS to Home Secretary/Addl. Secretary (DM & FFR)/Joint Secretary (DM)/NIC.


(Pawan Kumar)
Director (DM-I)
Tel: 23438123

E-mail: mk.pawan65@gov.in

Annexure

REVISED LIST OF ITEMS AND NORMS OF ASSISTANCE FROM STATE DISASTER RESPONSE FUND (SDRF) AND NATIONAL DISASTER RESPONSE FUND (NDRF)

(Period 2022-23 to 2025-26, MHA Letter No. 33-03/2020-NDM-I Dated 10.10.2022)

S.No.	Items	Norms of Assistance
A	Response & Relief [40% of State Disaster Risk Management Fund (SDRMF) i.e. equal to 50% of SDRF allocation for the year]	
1	Gratuitous Relief	
	a) Ex-Gratia payment to families of deceased persons.	Rs. 4.00 lakh per deceased person, including those involved in the relief operations or associated in preparedness activities, subject to the certification regarding cause of death from the appropriate authority.
	b) Ex-Gratia payment for loss of a limb or eye(s).	Rs. 74,000/- per person, when the disability is between 40% and 60%. Rs. 2.50 lakh per person, when the disability is more than 60%. Subject to certification by a doctor from a hospital or dispensary of Government, regarding the extent and cause of disability.
	c) Grievous injury requiring hospitalization	Rs. 16,000/- per person requiring hospitalization for more than a week. Rs. 5400/- per person requiring hospitalization for less than a week. Note: Injured persons getting treatment under the 'Ayushman Bharat' Yojna, will not be eligible for relief under this item.
	d) Clothing and utensils/ household goods for families, whose houses have been washed away/ fully damaged/severely inundated for more than two days due to a natural calamity.	Rs. 2,500/- per family, for the loss of clothing. Rs.2,500/- per family, for loss of utensils/ household goods.
	e) Gratuitous relief for families whose livelihood is seriously affected.	Gratuitous Relief (GR) for families, whose livelihood is seriously affected will be provided to two adults members of the affected family as per actual rate of MNREGA per day or average rate of all States/UTs per day, whichever is lower. For this purpose, notification issued by Ministry of Rural Development from time to time, is to be referred for calculating average rate. The relief amount should be disbursed

		<p>through DBT/cash(In case of exigency of the situation only) or the State Government may provide this relief in kind.</p> <p>State Govt. will certify that identified beneficiaries are not housed in relief camps, during the period GR is provided. Further, the State Government will provide the basis and process for arriving at such beneficiaries, district-wise.</p> <p>Period for providing gratuitous relief will be as per the assessment of the State Executive Committee (SEC) and the Central Team (in case of NDRF). The default period of assistance will be upto 30 days, which may be extended upto 60 days in the first instance, if required, and subsequently upto 90 days in case of drought/ pest attack. Depending on the ground situation, the SEC can extend the time period beyond the prescribed limit. Provided that expenditure on this account, in no case, should exceed 25% of SDRF allocation under this window (Response & Relief) for the year.</p> <p>Further, to ensure transparency, the list of persons to whom Gratuitous Relief is provided, should be uploaded on the website of the State Government. The State Government shall notify the basis and proof for the identification of beneficiaries in a transparent manner.</p>
2.	Search & Rescue Operations	
	(a) Cost of search and rescue measures/ evacuation of people affected/ likely to be affected.	<p>As per the actual cost incurred, assessed by SEC and recommended by the Central Team (in case of NDRF).</p> <p>By the time the Central Team visits the affected area, these activities may be already over. Therefore, the SEC and the Central Team can recommend actual/ near-actual costs.</p>
	(b) Hiring of boats and other essential equipments for carrying immediate relief and saving lives.	<p>As per the actual cost incurred, assessed by SEC and recommended by the Central Team (in case of NDRF).</p> <p>The quantum of assistance will be limited to the actual expenditure incurred on hiring boats and other essential equipment required for rescuing stranded people and thereby saving human lives during a notified natural calamity.</p>
3	Relief Measures	
	(a) Provision for temporary accommodation, food, clothing, medical care, Gen-set etc. for	<p>As per actual cost incurred, and assessed by SEC and recommended by the Central Team (in case of NDRF), for a period upto 30 days. The</p>

	people affected/ evacuated and sheltered in relief camps.	SEC would need to specify the number of camps, their duration and the number of persons in camps. In case of continuation of a calamity like drought, or widespread devastation caused by earthquake or flood etc., this period may be extended to 60 days. Depending on the ground situation, the SEC can extend the time period beyond the prescribed limit. Provided that expenditure on this account, in no case, should exceed 25% of SDRF allocation under this window (Response & Relief) for the year. Medical care to be provided from National Health Mission (NHM).
	(b) Air dropping of essential supplies and rescue by Air Force	As per actual cost incurred, assessed by SEC and recommended by the Central Team (in case of NDRF). The quantum of assistance will be limited to actual amount raised in the bills by the Ministry of Defence for airdropping of essential supplies and rescue operations only.
	(c) Provision of emergency supply of drinking water.	As per actual cost, based on the assessment of need by SEC and recommended by the Central Team (in case of NDRF), up to 30 days, which may be extended upto 90 days in case of drought. Depending on the ground situation, the SEC can extend the time period beyond the prescribed limit. Provided that expenditure on this account, in no case, should exceed 25% of SDRF allocation under this window (Response & Relief) for the year.
4.	Clearance Of Affected Areas	
	a) Clearance of debris in public areas.	As per actual cost, for a period upto 30 days from the date of start of the work, based on assessment of need by SEC for the assistance to be provided under SDRF and as per the assessment of the Central team for assistance to be provided under NDRF.
	b) Draining off flood water in affected areas ¹	As per the actual cost within 30 days from the date of start of the work based on assessment of need by SEC for the assistance to be provided under SDRF and as per assessment of the Central team (in case of NDRF).
	c) Disposal of dead bodies/ Carcasses ¹	As per the actual cost, based on assessment of need by SEC and recommendation of the Central Team (in case of NDRF).
5	Agriculture	
(i)	Assistance to small & marginal farmers having landholding upto 2 ha	

(A)	Assistance for land and other loss	
	a) De-silting of agricultural land (where thickness of sand/ silt deposit is more than 3", to be certified by the competent authority of the State Government.)	Rs 18,000/- per hectare for each item. Above is subject to a minimum assistance of not less than Rs. 2,200/- per farmer. (Subject to the condition that no other assistance/ subsidy has been availed of by/ is eligible to the beneficiary under any other Government Scheme)
	b) Removal of debris on agricultural land in hilly areas	
	c) De-silting/ Restoration/ Repair of fish farms	
	d) Loss of substantial portion of land caused by landslide, avalanche, change of course of rivers.	Rs 47,000/- per hectare to only those small and marginal farmers whose ownership of the land is legitimate as per the revenue records. Above is subject to a minimum assistance of not less than Rs. 5,000/- per farmer
(B)	Input subsidy (where crop loss is 33% and above)	
	a) For agriculture crops, horticulture crops and annual plantation crops	Rs. 8,500/- per ha. in rainfed areas. Above is subject to a minimum assistance of not less than Rs.1,000/- per farmer and restricted to sown areas. Rs. 17,000/- per ha. in assured irrigated areas. Above is subject to a minimum assistance of not less than Rs.2,000/- per farmer and restricted to sown areas.
	b) Perennial crops/Agro forestry (Plantation in own farmland)	Rs. 22,500/- ha. for all types of perennial crops/ Agro forestry (Plantation in own farmland), subject to a minimum assistance of not less than Rs. 2,500/- per farmer and restricted to sown areas.
	c) Sericulture	Rs. 6,000/- per ha. for Eri, Mulberry, Tussar Rs. 7,500/- per ha. for Muga. Above is subject to a minimum assistance of not less than Rs.1000/- per farmer and restricted to sown areas.
(ii)	Input subsidy to farmers having more than 2 Ha of landholding	Rs. 8,500/- per hectare in rainfed areas and restricted to sown areas. Rs. 17,000/- per hectare for areas under assured irrigation and restricted to sown areas. Rs. 22,500/- per hectare for all types of perennial crops/ trees including agro forestry (Plantation in own farmland) and restricted to sown areas.

		Assistance may be provided where crop loss is 33% and above, subject to a ceiling of 2 ha. per farmer.
	Note: Assistance for input subsidy under item No. 5(i)(B) and 5(ii) will be adjusted to the extent of insurance claim received under the Prime Minister Fasal Bima Yojna (PMFBY), for the instant calamity.	
6.	Animal Husbandry - Assistance To Small And Marginal Farmers And Landless Livestock Owners	
	i) Assistance for the loss of milch animals, draught animals or animals used for haulage.	<p>Milch Animals-</p> <p>Rs. 37,500/- Buffalo/ cow/camel/ yak/ Mithun etc.</p> <p>Rs. 4,000/- Sheep/ Goat/ Pig</p> <p>Draught animals -</p> <p>Rs. 32,000/- Camel/ horse/ bullock etc.</p> <p>Rs. 20,000/- Calf/Donkey/ Pony/ Mule/ Heifers</p> <p>The assistance may be restricted for the actual loss of economically productive animals due to notified natural calamity and will be subject to a ceiling of 3 large milch animals and /or 30 small milch animals or 3 large draught animals and/or 6 small draught animals per household irrespective of whether a household has lost a larger number of animals.</p> <p>(Claim for loss of animals will be considered only if number and type of animals owned by Small and Marginal Farmers/Landless Livestock Owners are registered with local/designated authorities.)</p> <p>Poultry:-</p> <p>Poultry @ 100/- per bird subject to a ceiling of an assistance of Rs 10,000/- per beneficiary household. The death of the poultry birds should be on account of a natural calamity.</p> <p>Note: - Relief under these norms is not eligible if the assistance is available from any other Government Scheme, e.g. loss of birds due to Avian Influenza or any other diseases for which the Department of Animal Husbandry has a separate scheme for compensating the poultry owners.</p>
	ii) Provision of fodder / feed concentrate including water supply and medicines in cattle camps.	<p>Large animal - Rs. 80/- per day.</p> <p>Small animal - Rs. 45/- per day.</p>

	<p>Explanation: It will also include existing Gaushalas, if authorized by the State Government by Notification or Government Order, to act as a cattle camp subject to the following conditions:-</p> <p>(i) During the period of calamity, District Administration will assess the requirement of cattle shelter and number of gaushala required to be notified as cattle shelter in the District/Tehsil. After obtaining the base-line information on the cattle already sheltered and the number of more cattle it can accommodate, Gaushala may be notified as cattle shelter.</p> <p>(ii) The notified gaushala shall maintain a separate account of the additional cattle belonging to SMF and landless labourers for the notified drought period. The consolidated list of SMF and landless beneficiaries with number and types of animals will be displayed on the notice board of Gram Panchayat, Block, Tehsil and in the office of Sub-Divisional Magistrate and District Magistrate as well as State/ District web-site for the purpose of verification and social audit.</p> <p>(iii) SDRF funds will only be released to such notified gaushala on reimbursement basis and will be limited to list of individual beneficiaries notified as in Sl.No. (ii) above.</p>	<p>Period for providing relief will be as per the assessment of the SEC and the Central Team (in case of NDRF). The default period for assistance will be for the period of calamity upto 30 days, which may be extended upto 60 days in the first instance and in case of severe drought up to 90 days. Depending on the ground situation, the SEC can extend the time period beyond the prescribed limit. Provided that expenditure on this account, in no case, should exceed 25% of SDRF allocation under this window (Response & Relief) for the year.</p> <p>Based on assessment of need by SEC and recommendation of the Central Team, (in case of NDRF) consistent with estimates of cattle as per Livestock Census and subject to the certificate by the competent authority about the requirement of medicine and vaccine being calamity related.</p>
	<p>iii) Transport of fodder to cattle outside cattle camp</p>	<p>As per actual cost of transport during notified calamity, based on assessment of need by SEC and the recommendation of the Central Team (in case of NDRF), consistent with estimates of cattle as per Livestock Census.</p>
<p>7</p>	<p>Fishery</p>	
	<p>i) Assistance to Fisherman for repair / replacement of non-mechanized boats and damaged/ lost nets.</p> <p>(This assistance will not be provided if the beneficiary is eligible or has availed of any subsidy/</p>	<p>Rs. 6,000/- for repair of partially damaged boats only</p> <p>Rs. 3,000/- for repair of partially damaged net</p> <p>Rs.15,000/- for replacement of fully damaged boats</p>

	assistance, for the instant calamity, under any other Government Scheme.)	Rs. 4,000/- for replacement of fully damaged net (Assistance under this item will be adjusted to the extent of insurance claim, if any, received by the fisherman, under any insurance scheme, for the instant calamity).
	ii) Input subsidy for fish seed farm to Small and Marginal Farmers	Rs. 10,000/- per hectare. This assistance will not be provided if the beneficiary is eligible or has availed of any subsidy/ assistance, for the instant calamity, under any other Government Scheme, except the one time subsidy provided under the Scheme of Ministry of Fisheries, Animal Husbandry & Dairying.
8	Handicrafts/Handloom – Assistance To Artisans	
	i) For replacement of damaged main functional tools/ equipments	Rs. 5,000/- per artisan for equipments. Subject to certification by the competent authority designated by the Government about damage and its replacement.
	ii) For loss of raw material/ goods in process/ finished goods	Rs. 5,000/- per artisan for raw material. Subject to certification by Competent Authority designated by the State Government about loss and its replacement.
9	Locust Control	
	Hiring of vehicles, tractors, with spray equipments for spraying of plant protection chemicals for pest control, hiring of water tankers and purchase of plant protection chemicals for locust control.	As per the actual cost, based on the assessment of need by the SEC and recommended by the Central Team (in case of NDRF). The quantum of assistance will be limited to the actual expenditure incurred on hiring vehicles, tractors with spray equipments for spraying of plant protection chemicals for locust control during locust attack. However, expenditure on this account, in no case, should exceed 25% of SDRF allocation under this window (Response & Relief) for the year.
B.	Recovery & Reconstruction: (30% Of SDRMF i.e. equal to 37.50% of SDRF allocation for the year)	
10	Housing	
	a) Fully damaged/ destroyed houses and severely damaged houses	

[Handwritten signature]

	i) Pucca house	Rs. 1,20,000/- per house, in plain areas.,
	ii) Kutcha House	Rs. 1,30,000/- per house, in hilly areas.
	b) Partially Damaged Houses (Other than huts) where the damage is at least 15%	
	i) Pucca house	Rs. 65,00/- per house
	ii) Kutcha House	Rs. 4,000/- per house,
	c) Damaged/ destroyed huts:	Rs. 8,000/- per hut, (Hut means temporary, make shift unit, inferior to Kutcha house, made of thatch, mud, plastic sheets etc. traditionally recognized as hut by the State/ District authorities.) Note: The damaged house/hut should be an authorized construction, duly certified by the Competent Authority of the State Government.
	e) Cattle shed attached with house	Rs. 3,000/- per shed,
11	Infrastructure [Repair/restoration(of immediate nature) of damaged infrastructure]	
	(1) Roads & bridges, which may include the following activities:	Assessment of requirements: Based on the assessment of need, as per States' notified schedule of rates for repairs, by SEC and recommendation of the Central Team (in case of NDRF). In case of repair of roads, assistance will be given based on the notified Ordinary Repair (OR) and Periodical Renewal (PR) of the State. In case OR & PR is not available, then assistance will be provided as per rate prescribed in this item. However, in any case, the assistance will be provided at the rate whichever is lower. Prescribed rate are as under:-
	i) Filling up of breaches and potholes, use of pipe for creating waterways, repair and stone pitching of embankments.	➤ Repairs of State Highways /Major District Roads(MDR) - in normal areas -- @ Rs. 1.0 lakh /km ; - in hilly areas -- @ Rs. 1.25 lakh /km ;
	ii) Repair of breached culverts.	➤ Repairs of Rural/village Roads with culverts - in normal areas -- @ Rs. 60,000/- km ; - in hilly areas -- @ Rs. 75,000 / km ;
	iii) Providing diversions to damaged/washed out portions of bridges to restore immediate connectivity.	➤ Repairs of RCC Culvert/Bridge - in normal areas -- @ Rs 60,000 per culvert; - in hilly areas -- @ Rs 75,000/- per culvert.
	iv) Temporary repair of approaches to bridges/embankments of bridges, repair of damaged railing bridges, repair of causeways to restore immediate connectivity, granular sub base, over damaged stretch of roads to restore traffic.	

	<p>(2) Drinking Water Supply Schemes, which may include the following activities:-</p> <ul style="list-style-type: none"> i) Repair of damaged platforms of hand pumps/ring wells/spring-tapped chambers/public stand posts, cisterns. ii) Restoration of damaged stand posts including replacement of damaged pipe lengths with new pipe lengths, cleaning of clear water reservoir (to make it leak proof). iii) Repair of damaged pumping machines, leaking overhead reservoirs and water pumps including damaged intake-outtake structure, approach gantries/jetties. 	<p>Damaged drinking water supply schemes will be eligible for assistance as per actual, subject to a ceiling of Rs 2.00 lakh per damaged scheme.</p> <p>Cleaning of Community drinking water wells as per actual, subject to a ceiling of Rs 10,000/ per well</p>
	<p>(3) Minor Irrigation Schemes, which may include the following activities:</p> <ul style="list-style-type: none"> i) Immediate repair of damaged canal structures and earthen/ masonry works of tanks and small reservoirs with the use of cement, sand bags and stones. ii) Repair of weak areas such as piping or rat holes in dam walls/ embankments. iii) Removal of vegetative material/building material/debris from canal and drainage system. iv) Repair of embankments of minor irrigation projects. 	<p>In case of repairs of minor Irrigation works, assistance will be given as per the schedule of rates (SOR) for repairs notified by the concerned State.</p> <p>In case SOR is not available, assistance for irrigation scheme/ canal will be provided as per actuals, subject to the ceiling of Rs 2.00 lakh per damaged minor scheme.</p> <p>Note:- However, in any case, the assistance will be provided at the rate whichever is lower.</p> <p>Assistance for restoration of damaged embankment of minor irrigation projects will be at par with the case of similar rural roads, subject to the stipulation that no duplication would be done with any ongoing schemes.</p>
	<p>(4) Power (only limited to immediate restoration of electricity supply in the affected areas):</p> <p>Damaged Poles/conductors and transformers upto 11 kv.</p>	<p>Regarding repair of damaged power sector, assistance will be given for the damaged conductors, poles and transformers upto the level of 11 KV and LT lines with bare conductor, as per details hereunder:</p> <p>➤ The rate of assistance will be:</p> <ul style="list-style-type: none"> - Rs.5000/pole; - Rs. 0.50 lakh per km for repairing of damaged LT lines; - Rs.1.00 lakh for replacement of one damaged distribution transformer.

		(Note:-The above assistance will not be applicable for those items which can be re-used).
	(5) Schools Repair of damaged schools building	As per actual, subject to a ceiling of Rs 2.00 lakh per school.
	(6) Primary/Community Health Centres Repair of Primary/Community Health Centres	As per actual, subject to a ceiling of Rs 2.00 lakh per unit.
	(7) Community Assets Owned by Panchayat Temporary repair of Mahila Mandal, Yuva Kendra, Panchayat Ghar, Community Hall, Anganwadi, etc.	As per actual subject to a ceiling of Rs 2.50 lakh per unit.
C.	Preparedness & Capacity Building (10% Of SDRMF i.e equal to 12.50% of SDRF allocation for the year)	
12.	Procurement of essential search, rescue and evacuation equipments including communication equipments, etc for response to disaster.	Expenditure from the preparedness and capacity building window will be governed by the Guidelines issued separately by the Ministry of Home Affairs for the Preparedness & Capacity Building window of SDRF/ NDRF.
13	Capacity Building	
D.	State Specific Disasters	
	State specific disasters within the local context in the State, which are not included in the notified list of disasters eligible for assistance from SDRF/ NDRF, can be met from SDRF within the limit of 10% of the annual funds allocation of respective window the SDRF.	<p>Expenditure is to be incurred from SDRF only (and not from NDRF), as assessed by the SEC.</p> <p>The norm for various items will be the same as applicable to other notified natural disasters, as listed above;</p> <p>or</p> <p>In these cases, the scale of relief assistance against each item for 'local disaster' shall not exceed the norms of SDRF.</p> <p>The flexibility is to be applicable only after the State has formally listed the disasters for inclusion and has notified transparent norms and guidelines, with a clear procedure for identification of the beneficiaries for disaster relief for such local disasters', with the approval of SEC.</p>
E	Items Not Covered under SDRF/NDRF	
	a) Colleges and other educational institutions buildings b) Major/medium Irrigation Schemes c) Flood control and anti Erosion Protection work	

d)	Hydro Power Project/HT Distribution systems/Transformers and sub stations
e)	High Tension Lines (above 11 kv)
f)	State Govt Buildings viz. departmental/office building, departmental/residential quarters, religions structures, patwarkhana, Court premises, play ground, forest bungalow property and animal/bird sanctuary etc.
g)	Long term/permanent restoration work
h)	Procurement of equipments/ machineries under NDRF
i)	National Highways
j)	Sectors such as Telecommunication and Power (except immediate restoration of power supply), which generate their own revenues, and also undertake immediate repair/restoration works from their own funds/resources, are excluded.

Note:-

- (i) For assistance under NDRF for items at S. Nos. 2 (a), (b), 3 (a), (b), (c), 4 (a), (b), (c), 6 (ii), (iii), and 9, while actual expenditure is allowed, the State Government will provide the item-wise details of expenditure to the Inter-Ministerial Central Team (IMCT)/ Central Government.
- (ii) Ex-Gratia payment of Rs 50,000/- per deceased person, to next of kin of the deceased person, including those involved in the relief operations or associated in the preparedness activities, subject to the cause of death being certified as COVID-19, as per the guidelines jointly issued by the Ministry of Health and Family Welfare and the Indian Council of Medical Research on 3rd September, 2021, will be given as per guidelines on minimum relief issued by the National Disaster Management Authority (NDMA) dated 11.09.2021.

This ex-gratia assistance will be applicable from the date of first COVID-19 case reported in the country and will continue till de-notification of COVID-19 as a disaster or till further orders, whichever is earlier, to next of kin of the deceased due to COVID-19.
- (iii) There will be a Mid-Term review of the norms after 2 years, based on price level index.
- (iv) The State Governments are to take utmost care and ensure that all individual beneficiary-oriented assistance is necessarily/ mandatorily disbursed through Direct Benefit Transfer in the bank account of the beneficiary.
- (v) The scale of relief assistance against each item for all notified disasters including 'local disaster' should not exceed the norms of SDRF/ NDRF. Any amount spent by the State for such disasters over and above the ceiling, would be borne out of the resources of the State Government and not from SDRF.



Master Register of Relief CampPart A: Profile of the Camp Population:

Name of Village.....

Name of Mouza.....

Name of Police Station.....

Sl. No.	Name of the Head of family with father's/ husbands name	Age	Sex	Name of other family members	Age	Sex	Total members			Date of entry in Relief Camp	Date of leaving of the Camp	Remarks
							Adult	Minor	Total			
1	2	3	4	5	6	7	8	9	10	11	12	13

Part B: Details of Relief/ AidDetails of Relief Distributed

Date	Articles	Scale for Adult/ Minor	Quantity Issued	Name of Recipient	Signature of Recipient	Signature of Distributing Officer
1	2	3	4	5	6	7

GRATUITOUS RELIEF**[A] SCALES OF GRATUITOUS RELIEF**

SL. NO.	NAME OF ITEM	SCALE OF G.R. (per head per day)		REMARKS
1	(a) Food-grains etc. (cooked or otherwise)	Adult	600 gms.	12 yrs. & below
		Minor	400 gms.	
	(b) Pulses		100 gms.	
	(c) Salt		30 gms.	
	(d) Mustard oil		30 ml.	
	(e) Cheera	Adult	600 gms	12 yrs. & below
		Minor	400 gms	
	(F) Gur		100 gms	
2	Cash doles	Adult	Rs.60.00	Only those families, who have no food reserves or whose food reserves have been wiped out in a calamity and who have no other immediate means of support and are not housed in Relief Camps and cannot be provided with food-grains etc. as mentioned under Sl.1 above due to unavoidable circumstances are only entitled
		Minor	Rs.45.00	
3	Assistance for loss of clothing & utensils (per family)	Clothing	Rs.1,800.00	Families, whose houses have been washed away / fully damaged / severely inundated for more than two days due to a natural calamity and who have suffered loss of clothing / utensils / household goods, are only entitled.
		Utensils/household goods	Rs.2,000.00	
4	Supply of fodder for livestock	(a) Buffalo	05 kg.	
		(b) Cow	04 kg.	
		(c) Sheep	01 kg.	
		(d) Goat	01 kg.	
		(e) Horse	05 kg.	
5	Provision of fodder / feed concentrate in Cattle Camps per day	Large animals	Rs.70.00	Item No.6(ii) of the Revised SDRF Guidelines may be referred to
		Small animals	Rs.35.00	

LIST OF CONTROL ROOMS WITH CONTACT NUMBERS, GOALPARA

GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER
GOALPARA (ASSAM)
(DISASTER MANAGEMENT BRANCH)
FAX-240314

03663-240030/240028

e-mail: dc-goalpara@nic.in

NOTIFICATION

No. GDM. 01/2021/107

Dated 08/04/2022

In order to receive instant first hand ground information apart from the Government machinery, Control Room Numbers of different departments have been notified as under for easy access to public and all concerned to address issues relating to power supply, information/damages on any disasters like flood/storm etc. and necessary redressal/follow up action thereof.

- A. District Administration, Goalpara - 1077 (Toll Free)
03663-243043 (Landline)
9395278828 (Mobile)
8811808822 (Whatsapp)
- B. Police Administration, Goalpara - 03663-240003 (Landline)
9435737450 (Mobile)
9435721514 (Whatsapp)

- C. Assam Power Distribution Company Limited, Goalpara

Name of Sub-Division	Location	Control Room Number
Goalpara Sub-Division	Bhalukdubi	7086023016
	Chutki	7086023015
	Balijana	7086023011
	Momoi	7086023014
Damra Sub-Division (Dudhnoi)	Damra	7086023021
	Krishnai	7086023020
Dhupdhara Sub-Division	Dhupdhara	7086023030
	Rangjuli	7086023031
Lakhipur Sub-Division	Nidanpur	7086023038
	Simlabari	7086023072

- D. Water Resources Division, Goalpara - 7635857581.

Deputy Commissioner &
Chairperson, DDMA,
Goalpara.

Memo No. GDM. 01/2021/107

(A)

Dated 08/04/2022

Copy to :-

- The Chief Executive Officer, ASDMA, Dispur, Guwahati-781006 for favour of kind information.
- The Commissioner & Secretary to the Govt. of Assam, Revenue & Disaster Management Department, Dispur, Guwahati-781006 for favour of kind information.
- The Superintendent of Police, Goalpara for information and necessary action.
- All Circle Officers of Goalpara district for information and necessary action.
- The District Informatics Officer, DIO, NIC, Goalpara. He is requested to upload this Notification in the D.C.'s Office web portal & facebook official page.
- All Head of Departments concerned for information and necessary action. They will ensure proper functioning of all the Control Rooms Numbers round the clock.
- The District Project Officer, DDMA, Goalpara for information and necessary action.

Deputy Commissioner &
Chairperson, DDMA,
Goalpara.

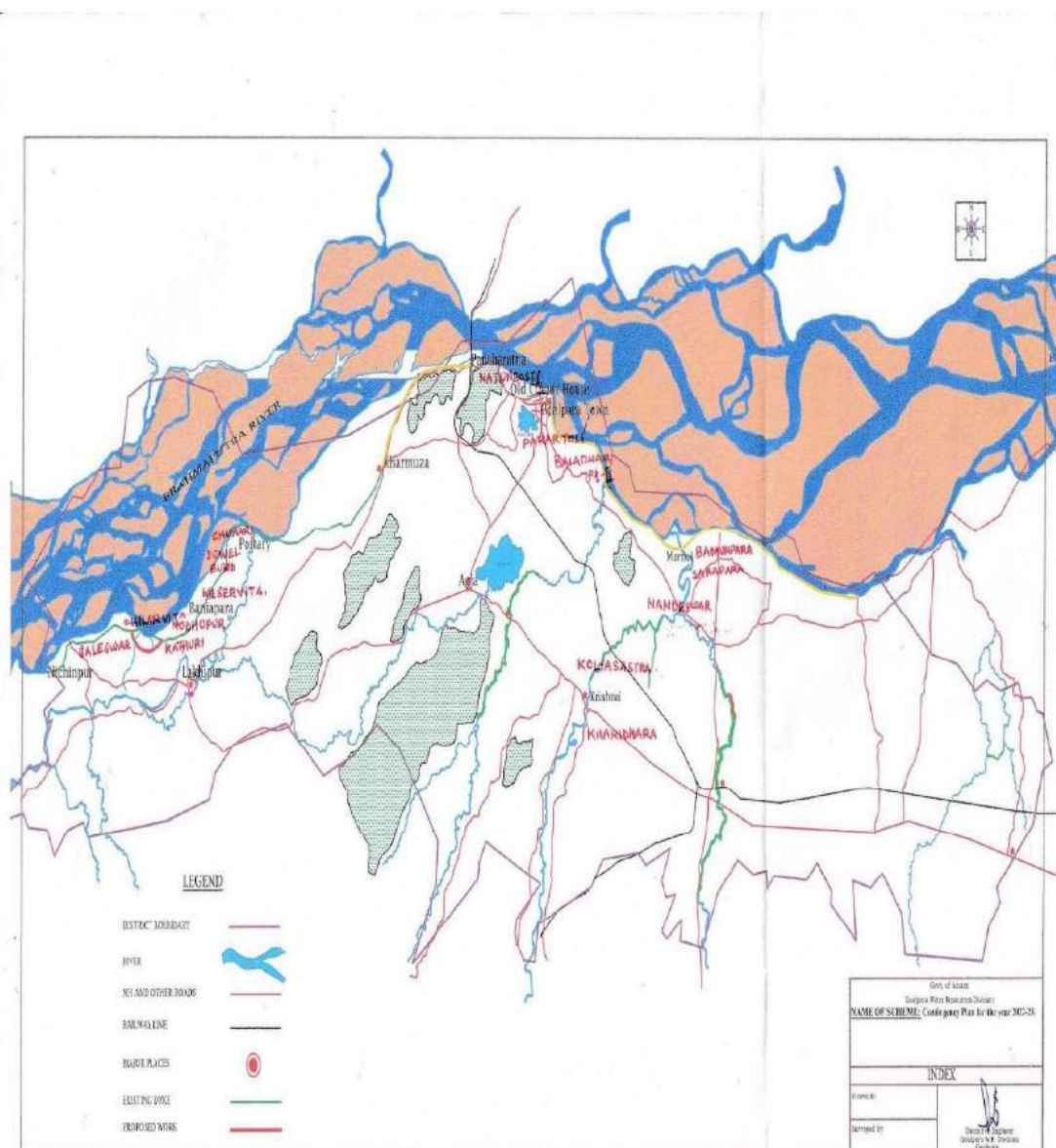
LIST OF SOME NGO'S IN GOALPARA DISTRICT WITH CONTACT NUMBERS

Annexure-VI

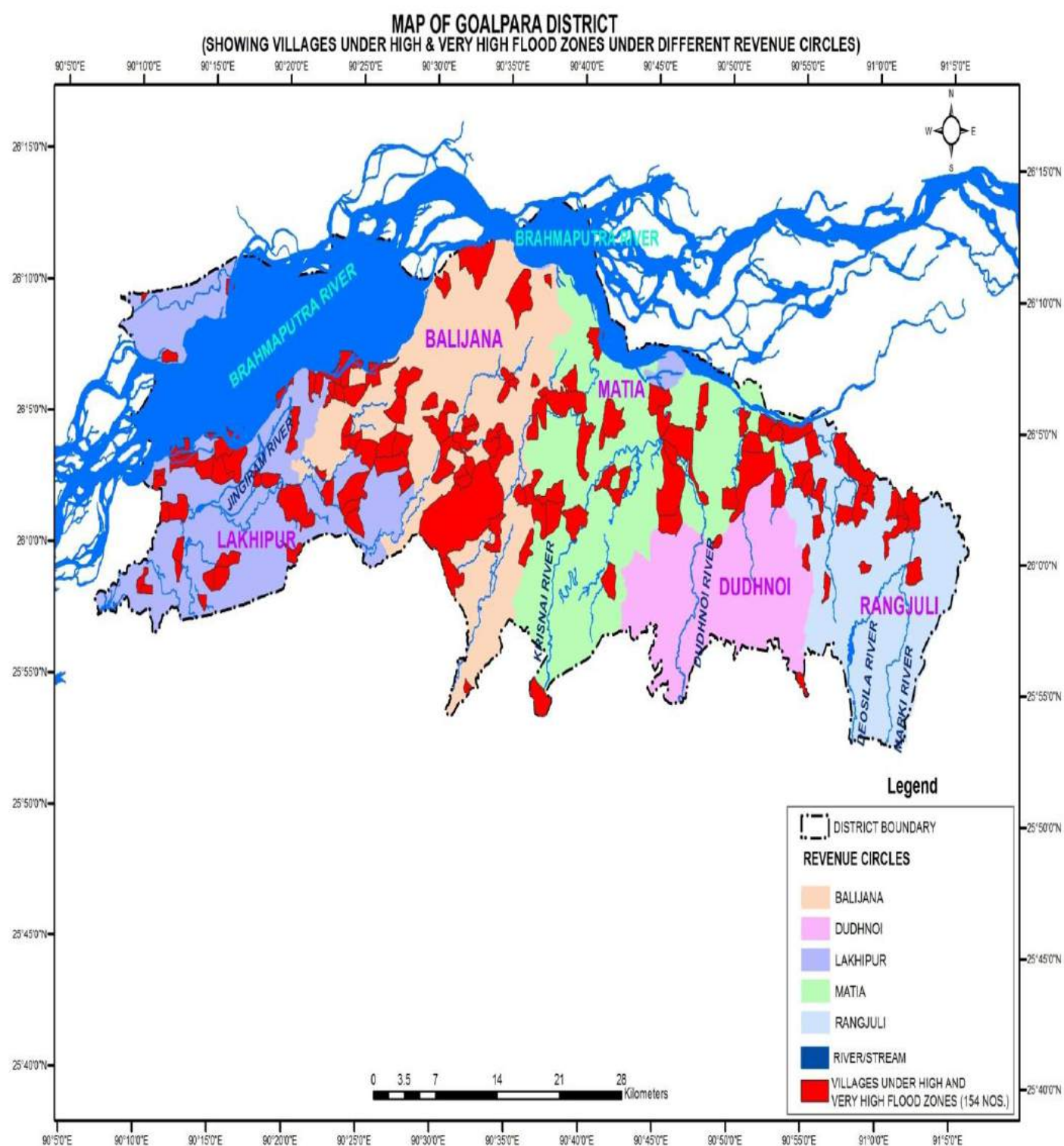
Sl. No.	Name of NGOs / INGOs /Other Voluntary Agencies	Address & key contact person with contact no.	Area of Operation	Activities	Remarks
1	Ajar Social Circle	Agia, P.O-Agia, Dist-Goalpara, Assam, Pin-783120 Hiren Kalita Mob-94357-25238 9864303424	All Development Block under Goalpara District	Micro Finance, Livelihood Promotion, Relief & Rehabilitation, Health Micro Insurance, Power Supply, Education	ACTIVE
2	Socio Economic Development Society	Gossaidubi, Jaleswar Osman Goni Sarkar Mob-88227-85930	Goalpara District		ACTIVE
3	Social Welfare Society	Bidyanagar, PO-Baladmari, PS-Goalpara PIN -783121 Abdul Malek Mandal Mob-9854498691 70023-10781	Goalpara District	Hepatitis Vaccination Camp, AwarenessCamp on Birth Control, Health & Education	ACTIVE
4	Bhai Bhoni NGO	Lakhipur Natun Bazar PO& PS. Lakhipur Hussain Ali Sikdar (General Secretary) Mob-99572-96310, 99541-28195	Goalpara District	Plantation Program, Health Camp, Free Tution Camp	ACTIVE
5	Health Environment& Life Protection Society	Nayapara, Word No.5 PS-Goalpara PIN -783101 Nurul Amin Islam Mob- 99543-51879 03663-240141	Goalpara District	Environment Awareness, Women & Child Health Care, Mushroom Training	ACTIVE
6	Gobindapur Rhino, NGO	Vill - Gobindapur PO & DIST- Goalpara Mustafizur Rahman Mob-78962-86933	Gobindapur Goalpara	Environment	ACTIVE
7	Red Cross Society, Goalpara	Sailen Das, Chairman Mob- 9435756718	Goalpara District	Humanitarian Aids	ACTIVE
8	Vikash NGO	Saiful Islam C/O- Abbas Ali Ahmed, Nayapara Near Masjid Goalpara Mob- 9706232092	Email - ngovikash@gmail.com Goalpara		ACTIVE



Index Map of Vulnerable Reaches of Goalpara District







REFERENCES

1. National Disaster Management Authority (NDMA) official website:
 - Website: <https://ndma.gov.in/>
2. United Nations Office for Disaster Risk Reduction (UNDRR):
 - Website: <https://www.undrr.org/>
3. Sendai Framework for Disaster Risk Reduction 2015-2030:
 - Website: <https://www.undrr.org/implementing-sendai-framework>
4. International Federation of Red Cross and Red Crescent Societies (IFRC):
 - Website: <https://www.ifrc.org/>

THANK YOU