

## **DISASTER MANAGEMENT PLAN UNDER HOJAI DISTRICT** **2024-2025**



**Submitted by-**  
**District Disaster Management Authority, Hojai**

## FORE WARD

Hojai District is vulnerable to various types of natural and manmade disasters most imminently Flood, Storm, Earthquake, Fire etc.

As mandated by the Disaster Management Act 2005, the District Disaster Management Plan is to be prepared every year including the response plan of various line departments to manage and mitigate disaster in a better way. This plan is now revised to incorporate all disasters like Landslides, Earthquake, Storm, Fire, Flood and other kinds of other kinds of manmade disasters.

The Disaster Management Plan is an attempt to identify the hazard vulnerable areas of Hojai and to plan for prevention, mitigation and incident response system along with the SoP for different agencies. This plan serves as a guideline in the management of disaster in an effective and efficient manner along with capacity building of the community.

I hope the revised and updated Plan will serve the purpose.

  
(Sri Lachit Kr. Das, ACS)  
District Commissioner  
& Chairman, DDMA, Hojai

## **Glossary of Key Terms:**

Capacity	The Combination of all the strengths, attributes and resources available within a community, society or organization that can be used to achieve agreed goals.
Climate Change	<p>The Inter-Governmental Panel on Climate Change (IPCC) defines climate change as: “a change in the state of the climate that can be identified (e.g., by using statistical tests) by changes in the mean and/or variability of its properties, and that persists for an extended period, typically decades or longer. Climate change may be due to natural internal processes or external forcing, or to persistent anthropogenic changes in the composition of the atmosphere or in land use.”</p> <p>The United Nations Framework Convention on Climate Change (UNFCCC) defines climate change as “a change of climate which is attributed directly or indirectly to human activity that alters the composition of the global atmosphere and which is in addition to natural climate variability observed over comparable time periods.”</p>
Critical facilities/ infrastructure.	The primary physical structures, technical facilities and systems which are socially, economically or operationally essential to the functioning of a society or community, both in routine circumstances and in the extreme circumstances of an emergency.
Disaster	‘Disaster means a catastrophe, mishap, calamity or grave occurrence in an area, arising from natural or manmade causes, or by accident or negligence which result in substantial loss of life or human suffering or damage to, and destruction of property, or damage to, or degradation of, environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area.
Disaster Management	<p>‘Disaster Management’ means a continuous and integrated process of planning, organizing, coordinating and implementing measures which are necessary or expedient for-</p> <p>Prevention of danger or threat of any disaster;</p> <p>Mitigation or reduction of risk of any disaster or its severity or consequences;</p> <p>Capacity building;</p> <p>Preparedness to deal with any disaster;</p> <p>Prompt response to any threatening disaster situation or disaster;</p> <p>Assessing the severity or magnitude of effects of any disaster;</p> <p>Evacuation, Rescue and relief;</p> <p>Rehabilitation and reconstruction.</p>
Disaster Risk Reduction	DRR is the concept and practice of reducing disaster risks through systematic efforts to analyse and manage the casual factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and poverty, wise management of land and the environment, and improved preparedness for adverse events.
Early Warning Systems	To set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or

	loss.
Exposure	People, property, systems, or other elements present in hazard zones that are thereby subject to potential losses.
Hazard	A dangerous phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social and economic disruption, or environmental damage.
Mitigation	The lessening or limitation of the adverse impacts of hazards and related disasters.
Preparedness	The knowledge and capacities developed by Governments, professional response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from, the impacts of likely, imminent or current hazard events or conditions.
Prevention	The outright avoidance of adverse impacts of hazards and related disasters.
Recovery	The restoration, and improvement where appropriate, of facilities, livelihoods and living conditions of disaster affected communities, including efforts to reduce disaster risk factors.
Response	The provision of emergency services and public assistance during or immediately after a disaster in order to save lives, reduces health impacts, ensure public safety and meet the basic subsistence needs of the people affected.
Risk	The combination of the probability of an event and its negative consequences.
Risk assessment	A methodology to determine the nature and extent of risk by analysing potential hazards and evaluating existing conditions of vulnerability that together could potentially harm exposed people, property, services, livelihoods and the environment on which they depend.
Structural and non-structural measures	Structural measures: Any physical construction to reduce or avoid possible impacts of hazards, or application of engineering techniques to achieve to hazard- resistance and resilience in structures or systems; Non- structural measures: Any measures not involving physical construction that uses knowledge, practice or agreement to reduce risks and impacts, in particular through policies and laws, public awareness raising, training and education.
Vulnerability	The characteristics and circumstances of a community, systems or asset that make it susceptible to the damaging effects of a hazard.

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# **CHAPTER – 1**

## **INTRODUCTION**

### **1.1) BACKGROUND:**

Hojai was a part of [Dimasa](#) Kachari Kingdom in medieval times. According to Ahom Buranjee, Dimasa Kachari Kingdom stretches from Dikhu river to Kolong river. The Dimasa Kacharies living in Hojai are known as "Hojai- Kacharies" to others. "Hojai" is one of the clans (Sengphongs) of Dimasa tribe, probably the city "Hojai" got its name from this clan. It was made a subdivision on 15 August 1983 under Nagaon district and after 32 years on the same date it was declared a new district of the state.

Hojai District with its head quarter at Sankardev Nagar was part of the Nagaon district until 15 August 2015 when it became a new district of the state. On 31<sup>st</sup> December 2022, Hojai was remerged with Nagaon district and again declared Administrative District on 7<sup>th</sup> Sept'23 with the newly delimited Legislative assembly Constituencies of Binakandi, Lumding and Hojai. It is surrounded by the foot hills of East & West Karbi Anglong and Dima Hasao district in the east, west and southern side and Nagaon district lies in the northern and western side. There are a number of small scale industries in Hojai, it is also known for its trade hub, there are also lots of big markets with much of monopoly and competition prevailing as there is boom in all trades.

### **1.2) Location, General Boundaries, area, rainfall, soil and Population:**

Hojai District is spread across 1685 sq. kms within 26°00' North latitude and 92°87' East longitude. It is surrounded by the foot hills of East & West Karbi Anglong and Dima hasao district in the east, west and southern side and Nagaon district lies in the northern and western side. Total population of the district is 929094 (2011 census). With relatively high annual rainfall (253.53 mm) and the soil type in this region is clay loamy. The *major rivers* flowing through the District, which also causes annual floods and riverbank erosion etc., particularly in the char areas, leading to a considerable loss of life and property are **Kopili** and **Jamuna River**. Other minor rivers which also contribute to cause floods and riverbank erosion are Khringkhiring river, Lumding river, Dimoru river, Nikhari river etc.

### **1.3) ADMINISTRATIVE SETUP**

The District Commissioner, Hojai is the overall In-Charge of the administration of the entire District. He also acts as the collector in case of Revenue matters as a District Magistrate in case of maintenance of Law and Order and general administration as a District Election Officer in case of

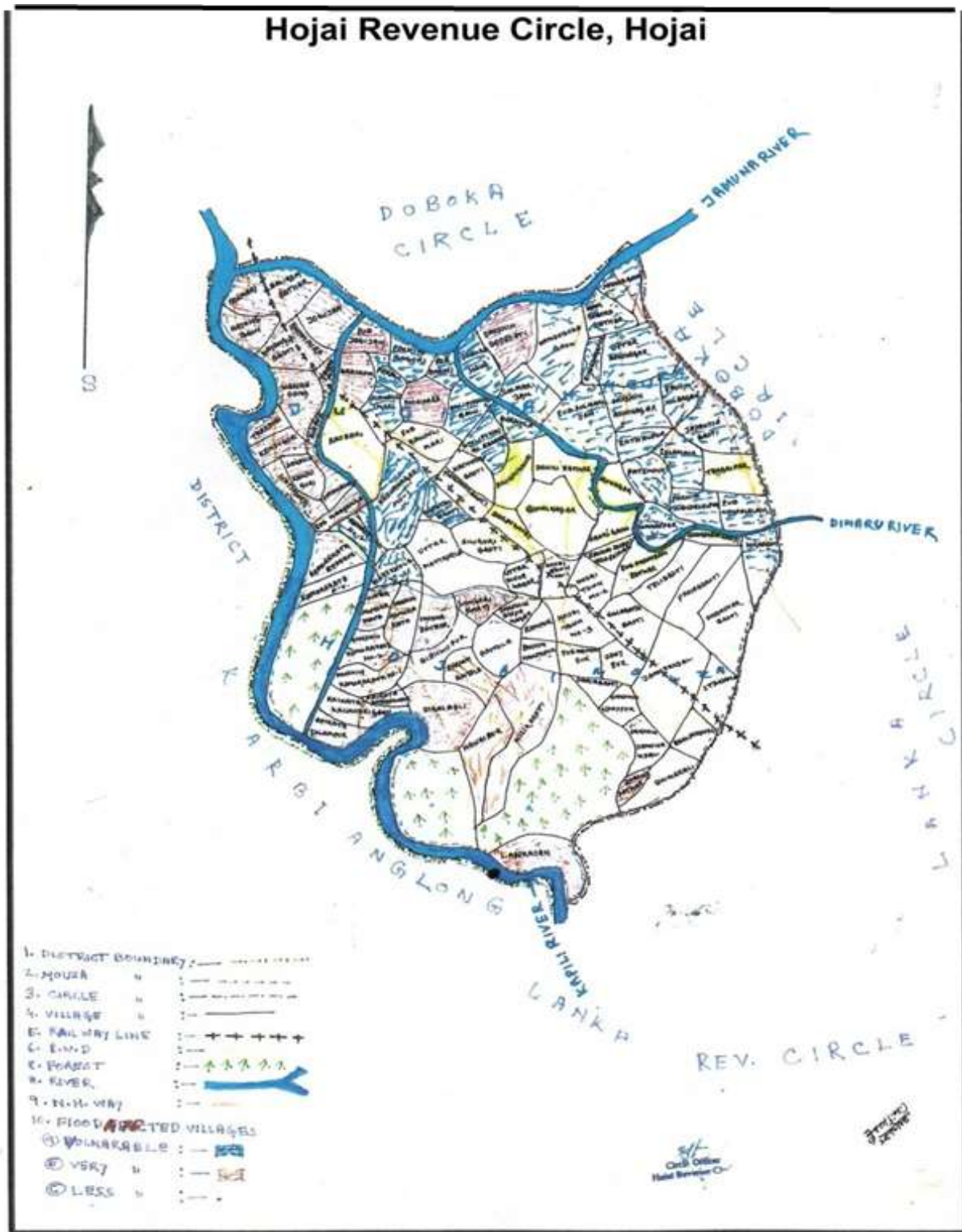
conduct of Election as a Principal Census Officer while conducting Census and so on. A number of officers like Additional District Commissioners, Assistant Commissioners and others assist the District Commissioner in looking after the administration of the District.

## Some important information about the District:

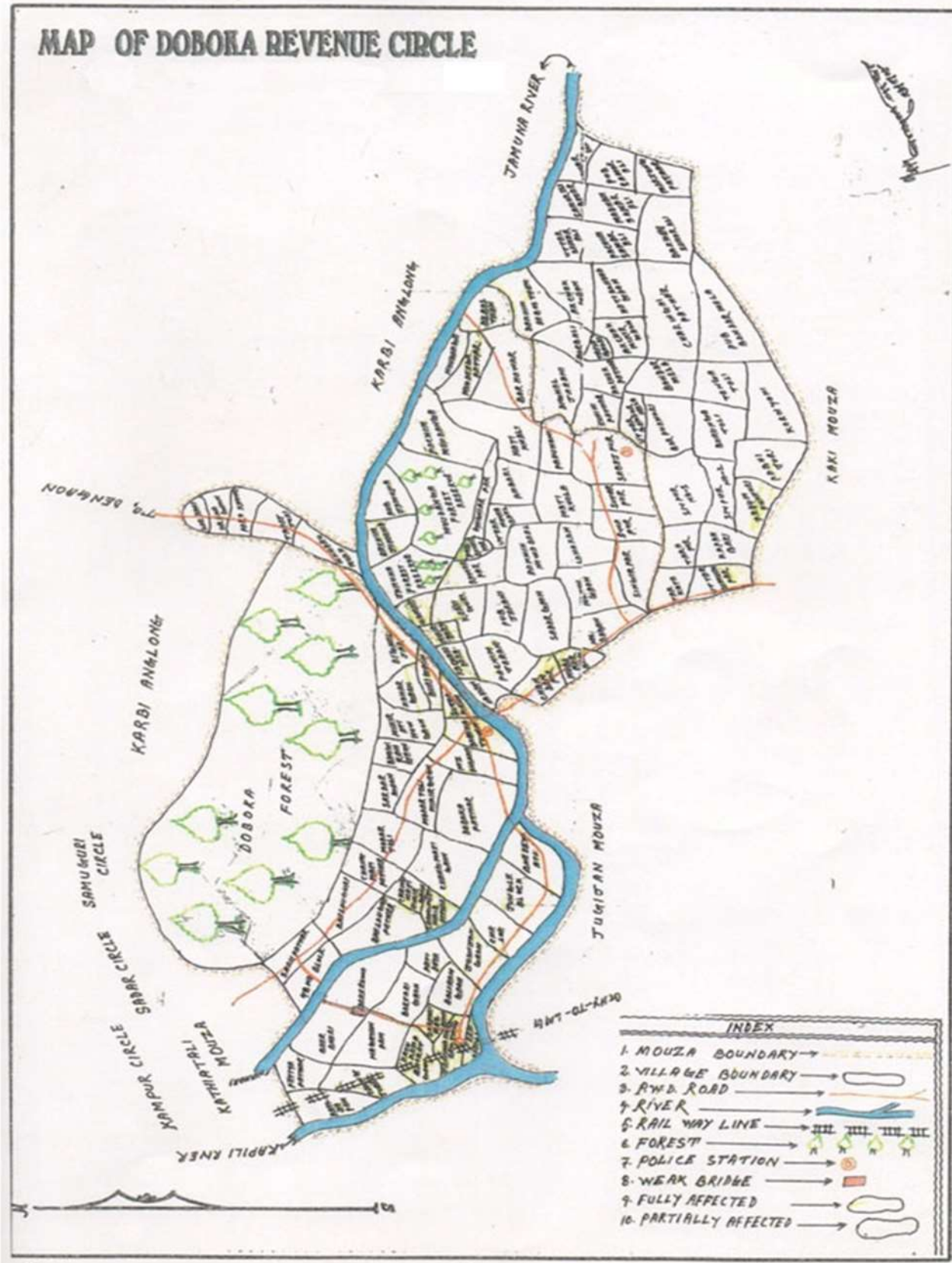
1. District : Hojai
2. Revenue Circles : Hojai, Lanka & Doboka Revenue Circle
3. Development Blocks : a. Binnakandi Dev. Block  
b. Dhalpukhuri Dev. Block  
c. Jugjjaan Dev. Block  
d. Lumding Dev. Block  
e. Udali Dev. Block
4. Assembly Constituency : entirely covered by Binakandi, Lumding and Hojai LAC
5. Total Geographical area : 1685 Sq k.m. at present
6. Highest Elevation : 59 M average
7. Geographical location : Latitude-26°00' N, Longitude-92°87' E
8. Total revenue village : 373 villages at present
9. Total No. of Population : 929094 nos (Census 2011)
10. No. of lots in three Rev Circles : 63 nos.
11. No of Lot Mandals presently available in three circles : 48 nos.
12. No of Mouza in the Rev Circles : 8 nos.
13. Name of the Mouza : a. Jamunamukh Mouza  
b. Namati Mouza  
c. Kapashbari Mouza  
d. Jugijan Mouza  
e. Hojai Mouza  
f. Lanka Mouza  
g. Kaki Mouza  
h. Lumding Mouza
14. Total Gaonburah Lots : 139 Nos
15. Number of Gaon Panchayats : 67 Nos.
16. Police Stations : 7 Nos  
a. Hojai PS  
b. Lanka PS  
c. Lumding PS  
d. Kaki PS  
e. Murajhar PS  
f. Doboka PS  
g. Jamunamukh PS
17. Average Rainfall : 253.53 mm



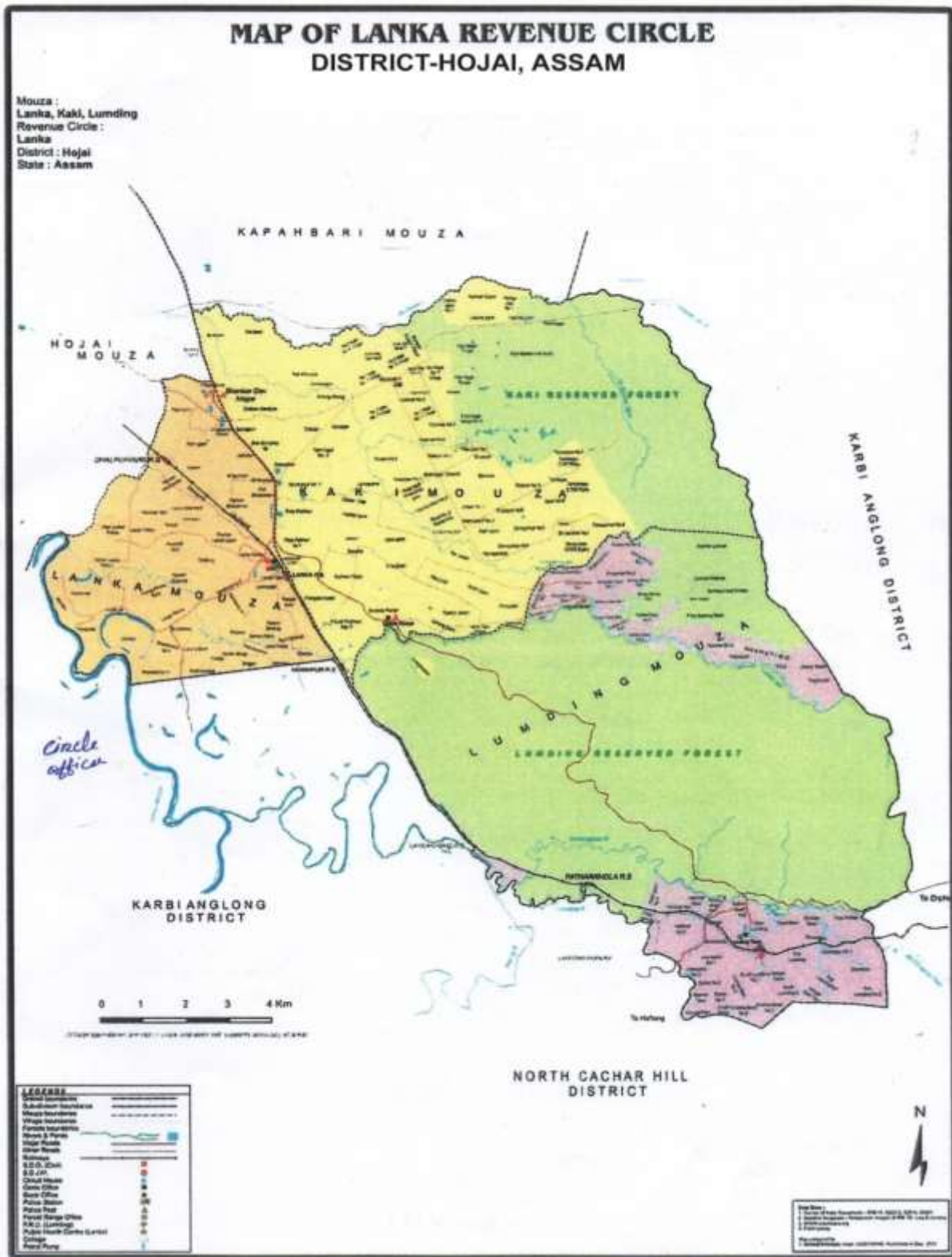
## Hojai Revenue Circle, Hojai



Map of Hojai Revenue Circle



**Map of Doboka Revenue Circle**



**Map of Lanka Revenue Circle**



#### **1.4) Climate:**

The climate of the District is characterised by a highly humid atmosphere all through the year. The rainfall is seasonal and occurs in summer season. The cold season is from December to February. This is followed by the pre-monsoon season of thunderstorms from March to May. The period from June to about the beginning of October is the southwest monsoon season. October and November constitute the post- monsoon season.

#### **1.5) Temperature:**

There are two meteorological observatories in the District, one at Lumding and the other at Chaparmukh, Nagaon. The records for Lumding are available for a long period while these of Chaparmukh are for a short period.

#### **1.6) Economy:**

Mainly Agarian Society with few secondary and tertiary sectors. Notable industry is Agar industry which earns notable foreign exchange for the nation and Dalmia cement factory near lanka. More than 1/4th of the district is under perennial forest cover and earns revenue to the state. The people belonging to various communities are Assamese, Bengali, Manipuri, Karbi, Dimasa, Sikhs, Behari & notable chunk of Ex Tea garden tribes are living in Hojai.

#### **1.7) Agriculture:**

Agriculture is the back bone of the economy of Assam and Hojai as well. Approx. 80% of the population of the district depends primarily on agriculture for their livelihood.

Hojai has got approx. 76,261 Ha cultivable land possessed by 126,337 Nos. of farm families. Paddy is a major crop grown in an area of 60143 Ha with an aprox. production of 281,928 MT and Hojai district is also well known as Rice Bowl of Assam. Besides, around 3372 Ha area is brought under rabi vegetables and 2108 Ha area is cultivated with kharif vegetables in the district with a total production of 80892 MT of fresh vegetables. It is estimated that after domestic consumption, there is a surplus of aprox. 2542 MT vegetables.

Another important spice i.e. turmeric is grown in 627 Ha with a production of 32454 MT of raw turmeric. It is harvested during the month of March and again planting starts w.e.f April to May. These turmeric in the form of raw as well as processed ones are sold to outside the district and also in outside the state earning a large amount of money. Apart from that sugarcane plays an important role in the livelihood of the farmers of Hojai district where “Gur” made from sugarcane crop is marketed to various places across India which boosts the farmers’ income.

### **1.8) Health facilities :**

District Hospital- 1 No. FRU:- 2 Nos , CHC:- 4 Nos., Block Public Health Centre:- 1 Nos., Mini PHC:- 2 Nos. ,State Dispensary:- 3 Nos., Sub Centres:- 94 Nos. , Doctors:- 70 Nos., ANM:- 160 Nos. ,GNM:- 51 Nos.

### **1.9) Educational Facilities:-**

2 Block Elementary Officers and 1 Deputy Inspector of Schools, 4 Degree Colleges, 1 Junior College, 45 High Schools, 12 HS Schools, 158 ME Schools, 819 L.P schools, 4 Sr. Madrassas.

### **1.10) Power Supply availibily:-**

Hojai District having APDCL Division at Hojai. Total Power supply available in Hojai division is 25 to 30 MW. Total peak hour power supply required in Hojai is approximately 23- 25 MW.

### **1.11) Forest Department:-**

Divisional Forest Office South Nagaon Division, Hojai

Reserve Forest 49049 Hec under 6 reserve forests.

3 Range offices namely Doboka, Lanka & Lumding

Timber Mills:-14 nos, Mines/Quarries :-16 nos.

### **1.12) Communication:-**

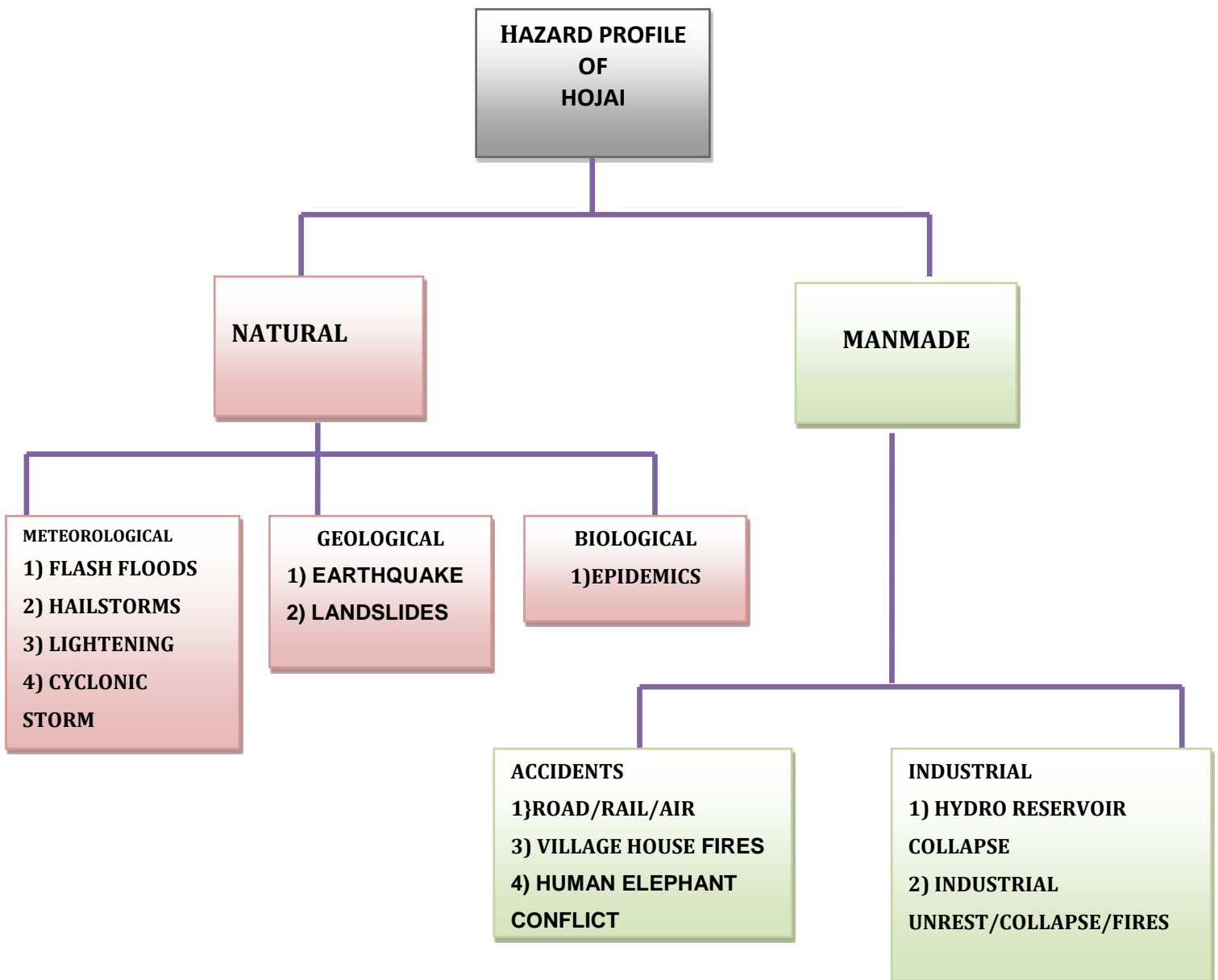
Hojai is well connected with Railways and National Highways No. 36 and 54. About 12 Km Road runs under National Highway. The district covers 603 .82 Km Rural Road under District and 422 Km roads under State Road Division under District. Total 8 Nos of Railway Stations are there namely Jamunamukh, Jugijan, Hojai, Dhalpukhuri, Lanka. Hawaipur, Patharkol and Lumding. There is no airport within the District. Nearest airport is Salonibari airport, Tezpur.

# Chapter 2: Hazard Vulnerability Capacity Analysis

## 2.1) HAZARD PROFILE OF HOJAI DISTRICT:

Hojai is prone to various disasters like Flood, Earthquake, Cyclone, Lightening, erosion and these are categorized into the following groups:-

### DIAGRAMMATICAL REPRESENTATION OF HAZARD PROFILE OF HOJAI DISTRICT:



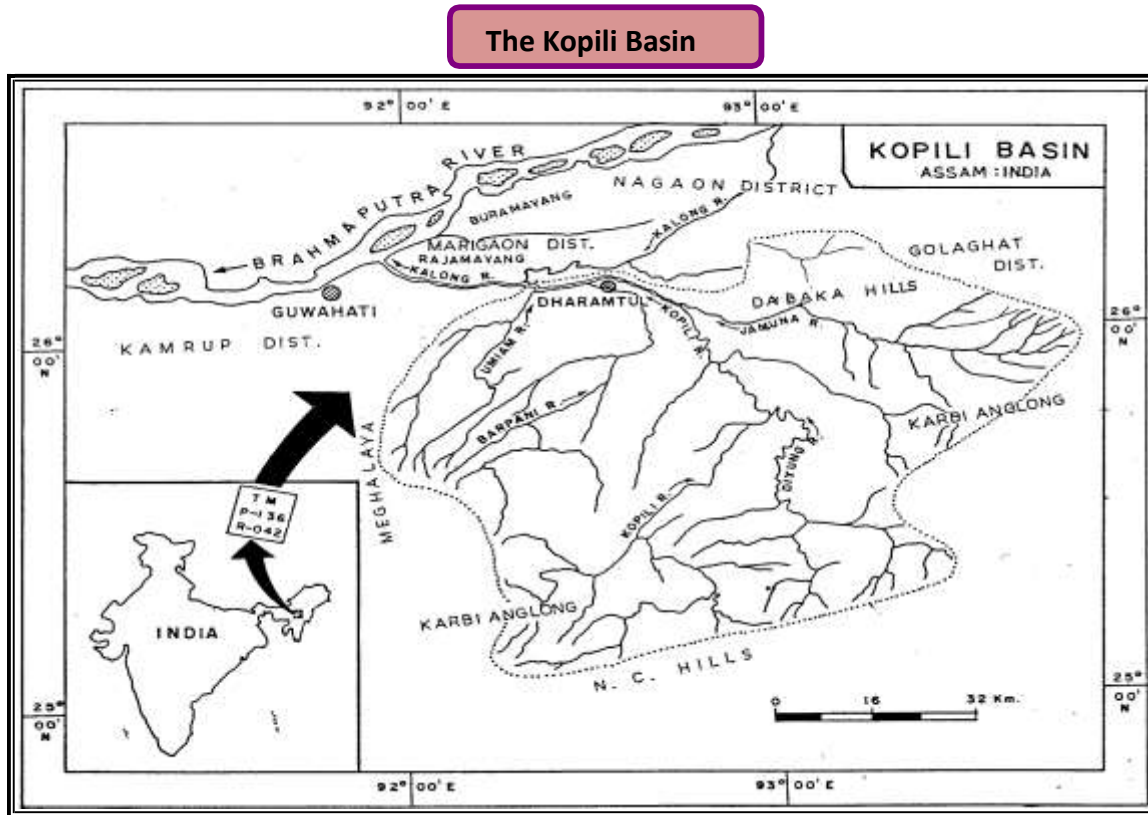
**Table: 2.1 –Timing of Disasters in the DISTRICT**

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Cyclone	x	x	x	x	x	x	x	x	↕	x	x	x
Flood												
Drought												
Earthquake	←————→											
Sunstroke	x	x	x	x	x	x	x	x	x	x	x	x
Fire		↔										
Chemical Accidents	x	x	x	x	x	x	x	x	x	x	x	x
Boat capsize						↔						
Epidemic					↔							
Accident				↔								
Lightening												

## 2.2 River System and Water Resources:

- i) **The Kopili River:** The Kopili River which rises in the Jaintia Hills (Meghalaya) flows north and north-east winding through the Jaintia Hills and North Hojai Hills. It is joined by the Doiang River below the foothills and the combined channel flows in a north-westerly direction. At Jamunamukh in Nagaon district it is met by its eastern tributary the Jamuna and flows past Raha after taking a westerly turn. Here it is joined by a branch channel with the Kolong River and at Jagi, It finally meets the main stream of the Kolong after a course of 262 Kms. from its origin.

- ii) **The Jamuna River:** The Jamuna River, the main tributary of the Kopili originates from the Khanbamun hills in Karbi Anglong District and flows from east to west for a length of 120 Kilometers and falls in the Kopili near Jamunamukh. The river is fed by several small tributaries namely the Lenghit, Disama, Disa, Dighalpani, Dikharu, Buriganga, Dimaru etc.



**2.2.1) Flood in Hojai:** Hojai is partially flood prone. There are all total 103 villages in Hojai circle, out of which 55 villages are located in the flood prone zone. From past history, it is seen that Hojai circle had experienced-06 major floods during last 20 years. During those floods, many areas were badly affected and some areas were submerged by flood water and affected families had to be shifted to different relief campus. Communication got disrupted in some places and G/R was distributed among the affected population. In 2022, in the month of May (1<sup>st</sup> wave) in the months of June to July (2<sup>nd</sup> wave) a flash flood occurred in the Hojai, Doboka and Lanka Revenue Circle affecting around 1,28,284 population (Approx). Hojai had also experienced flood which occurred in the year 2004, which lasted for the longest period. The major source of flood is river Kapili, river Jamuna, river Dimru. The total no. of affected population for the probable flood may be estimated at 40,000 to 42,000.



### 2.3) Disaster Probability:

Sl. No	Type of Disasters	Time of Occurrence	Potential Impact/Probable Damages	Vulnerable Areas
1	FLOOD	April – Sept	Loss of life, livestock, Damage of crops and infrastructure.	
2	EARTHQUAKE	Jan – Dec	Loss of human life, paddy, infrastructure, communication network, houses, etc.	
3	LANDSLIDE	Apr – Sept	Loss of human life, livestock, paddy, infrastructure, communication network, houses, etc.	
4	DROUGHT	May – Aug	Damages to houses and injuries	
5	STORM	Mar – June	Damage crops	
6	FIRE ACCIDENT	Oct – Feb	Loss of life and properties	
7	River Erosion	April – Sept	Loss of life and properties	
8	Industrial Hazard	Any Time	Loss of life and properties	
9	Bomb blast	Any Time	Loss of life and properties	
10	Road Accident	Any Time	Loss of life and properties	
11	Human Elephant Conflict	Any Time	Loss of life and properties	

### Hazard Analysis

Revenue Circle	Hazard Type	Year of Occurrence	No. Affected Villages	No. of Affected Households	No. of Affected People	No. of Deaths	No. of Cattles lost
Hojai	Cyclone	2019	1	1	5	Nil	Nil
	Cyclone	2021	27	383	1644	Nil	Nil
	Flood	2020	17	417	1779	Nil	Nil
	Cyclone	2020	19	326	1664	Nil	Nil
	Cyclone	2022	9	127	867	Nil	Nil
	Flood	2022	51	1614	8100	7	4
Doboka	Cyclone	2022	19	226	1015	Nil	Nil
	Flood	2022	43	1614	80945	4	Nil
Lanka	Cyclone	2022	12	28	140	Nil	Nil
	Flood	2022	16	485	2873	3	Nil

### Department : PHE

### Hazard Analysis

Revenue Circle	Hazard Type	Year of Occurrence	No. of Affected Villages	No. of Affected Households	No. of Affected people	No of Deaths	Nos. of Cattles lost
Hojai	Flood	2019 (1st Wave)	20	684	3420	N/A	N/A
Lanka	Flood	2019 (1st Wave)	5	400	2000	N/A	N/A
Doboka	Flood	2019 (1st Wave)	11	1630	8150	N/A	N/A
Hojai	Flood	2019 (2nd Wave)	28	3660	17300	N/A	N/A
Lanka	Flood	2019 (2nd Wave)	3	200	1200	N/A	N/A
Doboka	Flood	2019 (2nd Wave)	11	680	3407	N/A	N/A
Hojai	Flood	2020	40	6266	31330	N/A	N/A
Lanka	Flood	2020	16	1800	9000	N/A	N/A
Doboka	Flood	2020	3	238	1190	N/A	N/A
Hojai	Storm	2021	1	N/A	N/A	N/A	N/A
Lanka	Storm	2021	1	N/A	N/A	N/A	N/A
Lanka	Earthquake	2021	2	N/A	N/A	N/A	N/A
Hojai	Flood	2022	60	15584	77920	N/A	N/A
Lanka	Flood	2022	9	1136	5680	N/A	N/A
Doboka	Flood	2022	21	4530	22650	N/A	N/A

**Department : PHE**

Revenue Circle	Infrastructure Damage (Sub District Level)											
	Roads		Crops		Houses		Schools		Hospital/Health Centres		Other Government Infrastructure	
	Area in Km	Economic Loss (In Rs)	Area in hectares	Economic Loss (in Rs)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)
Flood Hojai (2019)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2 Nos. PHE Assets	281000.00
Flood Doboka (2019)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 Nos. PHE Assets	80000.00
Flood Hojai (2020)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6 Nos. PHE Assets	973000.00
Flood Lanka (2020)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2 Nos. PHE Assets	820000.00
1st flash of Flood Hojai (2021)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 Nos. PHE Assets	496000.00
Storm Lanka (2021)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 Nos. PHE Assets	279000.00
Storm Hojai (2021)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2 Nos. PHE Assets	589000.00
Earthquake Lanka Circle (2021)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 Nos. PHE Assets	9863.00
Earthquake Hojai Circle (2021)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2 Nos. PHE Assets	109863.00
<b>Flood (2022) Hojai Circle</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	23 Nos. PWSS and 44 Nos. Spot Sources PHE Assets	29107181.00
<b>Flood (2022) Lanka Circle</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	6 Nos. PWSS and 37 Nos. Spot Sources PHE Assets	9988636.00
<b>Flood (2022) Doboka Circle</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	15 Nos. PWSS and 9 Nos. Spot Sources PHE Assets	15942089.00

Revenue Circle	Infrastructure Damage ( Sub Dist. Level )											
	Roads		Crops		Houses		Schools		Hospitals/Health Centers		Other Government Infrastructure	
	Area In K. M.	Economic Loss (In Rs.)	Area in hectares	Economic Loss (In Rs.)	Number	Economic Loss (In Rs.)	Number	Economic Loss (In Rs.)	Number	Economic Loss (In Rs.)	Number	Economic Loss (In Rs.)
Doboka	NA	NA	151.40	Rs.3088559/=	NA	NA	NA	NA	NA	NA	NA	NA
Hojai	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Lanka	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Revenue Circle	Infrastructure Damage (Sub Dist. Level)											
	Roads		Crops		Houses		Schools		Hospitals/Health Centers		Other Government Infrastructure	
	Area in Km	Economic Loss (in Rs.)	Area in Hectares	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)	Number	Economic Loss (in Rs.)
Hojai	51.34 km	1021 Lakhs	2134	24697300/-	3445	10876423 -	5	1000000/-	Nil	Nil	12	1323700/-
Doboka	38.775 km	827 Lakhs	1620	14697300/-	1614	9083306/-	12	1064100/-	Nil	Nil	12	1323700/-
Lanka	0.075 km	129.97 Lakhs	389.75	3760786.34/-	485	6684200/-	2	283000/-	Nil	Nil	4	555800/-

Risk Score									
A. Hazard	B. Revenue Circle	C. Severity of Hazard		D. Likelihood of Occurrence					
		1. Very High 2. High 3. Moderately High 4. Low		Very Frequent (5 Points)	Frequent (4Points)	Moderately Likely (3Points)	Occasional (2 Points)	Unlikely (1 Points)	Score (CxD)

		5. Negligible						
Cyclone	Doboka	3.Moderately High			Yes			(3x3) =9
Flood	Doboka	3. Moderately High			Yes			(3x3) =9

Hazard Type	Revenue Circle	No of Relief Shelter	No of trained officials/frontline workers/volunteers (with annexure)				Details of inventory of resources prepared including human resources (with Annexure)		
			Relief	Recovery	Reconstruction	Mitigation	Departments	Private Sector	Others
Storm	Lanka	N/A			16Nos.				
Flood		N/A			7 Nos.				

### Department: APDCL

Vulnerability Analysis				
Hazard Type	Revenue Circle	No. of vulnerable Villages	Major five vulnerability in the revenue circle	Explain the vulnerability in relation to the hazard

Risk Score								
E. Hazard	F. Revenue Circle	G. Severity of Hazard	H. Likelihood of Occurrence					
		6. Very High 7. High 8. Moderately High 9. Low 10. Negligible	Very Frequent (5 Points)	Frequent (4 Points)	Moderately Likely (3 Points)	Occasional (2 Points)	Unlikely (1 Points)	Score (CxD)
Cyclone	Hojai	3.Moderately High			Yes			(3x3) =9
Flood	Hojai	3. Moderately High			Yes			(3x3) =9

Flood	Doboka Revenue Circle	18	Changmaji gaon, Bedoati, Jungle block Nagyapam, Sarupathar, Jamunamukh.				Flood prone	
Flood	Hojai Revenue Circle	30	Debosthan, Thikadarbasti, Kumurakata, Kenduguri and Choudhuri bazaar				Flood prone	
Flood	Lanka Revenue Circle	8	Manduli, Kapilipar, Uttar Laskar Pather, Akantu, Darjisheet				Flood prone	

## Department: Fishery

Vulnerability Analysis				
Hazard Type	Revenue Circle	No of Vulnerable villages	Major five vulnerability in the Revenue Circle	Explain the vulnerability in relation to the hazard
Flood	Doboka	26 Nos	—	—
Flood	Hojai	60 Nos	—	—
Flood	Lanka	15 Nos	—	—

The vulnerability analysis shall focus on identifying the areas which are susceptible to hazards affecting various social groups, infrastructure, properties and environmental resources that might be vulnerable to the impacts of any unprecedented hazards.

Vulnerability Analysis				
Hazard Type	Revenue Circle	No. of Vulnerable Villages	Major five Vulnerability in the revenue circle	Explain the Vulnerability in relation to the hazard
Cyclone	Lanka	12	<ol style="list-style-type: none"> <li>1) Electricity Poles</li> <li>2) Kutcha Houses</li> <li>3) Big/Old Trees</li> <li>4) Mobile Towers</li> <li>5) House Holds having lower level of Income /education and having less access to weather forecasting.</li> </ol>	During a Severe Cyclone, the electricity gets disrupted due to uprooting of Big Trees which causes potential loss to the assets such as Electric Poles/Mobile Tower/Kutcha Houses as a result vital communication failure occurs and causes economic losses.
Flood	Lanka	16	<ol style="list-style-type: none"> <li>1) House Holds living in Low Lying areas</li> <li>2) Disruption in Road Communication</li> <li>3) Mobile Communication failure due to electricity cut.</li> <li>4) Socio-Economic Impact on Daily Wage earners, Farmers, Fisheries</li> <li>5) Health related problems to people living in that area.</li> </ol>	During Flood Cropping Land and Rural settlements gets disrupted causing economic loss to the people.
Cyclone	Hojai	21	<ol style="list-style-type: none"> <li>6) Electricity Poles</li> <li>7) Kutcha Houses</li> <li>8) Big/Old Trees</li> <li>9) Mobile Towers</li> <li>10) House Holds having lower level of Income /education and having less access to weather forecasting.</li> </ol>	During a Severe Cyclone, the electricity gets disrupted due to uprooting of Big Trees which causes potential loss to the assets such as Electric Poles/Mobile Tower/Kutcha Houses as a result vital communication failure occurs and causes economic losses.
Flood	Hojai	51	<ol style="list-style-type: none"> <li>6) House Holds living in Low Lying areas</li> <li>7) Disruption in Road Communication</li> </ol>	During Flood Cropping Land and Rural settlements gets disrupted causing economic loss to the people.

			8) Mobile Communication failure due to electricity cut. 9) Socio-Economic Impact on Daily Wage earners, Farmers, Fisheries 10) Health related problems to people living in that area.	
Cyclone	Doboka	19	11) Electricity Poles 12) Kutcha Houses 13) Big/Old Trees 14) Mobile Towers 15) House Holds having lower level of Income /education and having less access to weather forecasting.	During a Severe Cyclone , the electricity gets disrupted due to uprooting of Big Trees which causes potential loss to the assets such as Electric Poles/Mobile Tower/Kutcha Houses as a result vital communication failure occurs and causes economic losses.
Flood	Doboka	43	11) House Holds living in Low Lying areas 12) Disruption in Road Communication 13) Mobile Communication failure due to electricity cut. 14) Socio-Economic Impact on Daily Wage earners, Farmers, Fisheries 15) Health related problems to people living in that area.	During Flood Cropping Land and Rural settlements gets disrupted causing economic loss to the people.

#### **Department : PHE**

Vulnerability Analysis				
Hazard Type	Revenue Circle	No of Vulnerable Villages	Major Five Vulnerability in the Revenue Circle	Explain the vulnerability in relation to the hazard
Flood	Hojai	60	Hatimura, Taradubi, Solmarigaon, Balirampathar, Jugijan Gaon (Pachim Jugijan)	Raising the water level of Kapili river and Jamuna river
Flood	Lanka	9	Dakhin Laskarpathar, Mandoli, Farmarpar, Dublong Gaon, Kapilipar	Raising the water level of Kapili river
Flood	Doboka	21	Jugijan Baliramgaon, Patiapathar, Patiapam, Nagayapam, Jungle Block	Raising the water level of Jamuna river.

The capacity analysis section shall provide in brief the district level capacities in terms of relief shelter, train officials and inventory of resources.

Capacity Analysis									
Hazard Type	Revenue Circle	No. of Relief Shelter	No. of trained officials/frontline workers/volunteers (with annexure)			Details of inventory of resources prepared including human resource (with Annexure)			
			Relief	Recovery	Reconstruction	Mitigation	Departments	Private Sector	Others (NGO's/University)
Cyclone	Lanka	Nil	24 Nos	24 Nos	Nil	1	DDMA	Nil	1
Flood	Lanka	Nil	24 Nos	24 Nos	Nil	11	DDMA	Nil	1
Cyclone	Hojai	1	4Nos	45 Nos	Nil	12	DDMA	Nil	1
Flood	Hojai	7	45Nos	45 Nos	Nil	32	DDMA	Nil	1
Cyclone	Doboka	Nil	45 Nos	45 Nos	Nil	6	DDMA	Nil	1
Flood	Doboka	14	45Nos	45 Nos	Nil	14	DDMA	Nil	1

**Department: PHE**

Capacity Analysis									
Hazard Type	Revenue Circle	No of Relief Shelter	No. of Trained officials / Frontline volunteers				Details of inventory of resources prepared including human resource (With Annexure)		
			Relief	Recovery	Reconstruction	Mitigation	Department	Private sector	Others (NGOs' / University)
Flood	Hojai	81	5	5	5 Nos. Site In-charge	By distribution of Chemicals Pkts, Bleaching powder, Chlorine Tablets, Water pouch	TATA Sumo-1 no.(Not in good condition),	N/A	N/A
Flood	Lanka	10	5	5	3Nos. Site In-charge		Truck- 2 nos.(1 no.Truck is functioning out of 2 nos.of Truck), Mobile	N/A	N/A
Flood	Doboka	50	6	6	2 Nos. Site In-charge		Water Treatment Plant-2 nos, .(1 no. MWTP is functioning out of 2 nos.of MWTP) Bolero-1 No. .	N/A	N/A



Based on the above analysis ,the DDMP will provide a risk score for each hazard for each revenue circle.

Risk Score								
I. Hazard	J. Revenue Circle	K. Severity of Hazard	L. Likelihood of Occurrence					
		11. Very High 12. High 13. Moderately High 14. Low 15. Negligible	Very Frequent (5 Points)	Frequent (4Points)	Moderately Likely (3Points)	Occasional (2 Points)	Unlikely (1 Points)	Score (Cx D)
Cyclone	Lanka	3. Moderately High			Yes			(3x3) =9
Flood	Lanka	3. Moderately High			Yes			(3x3) =9

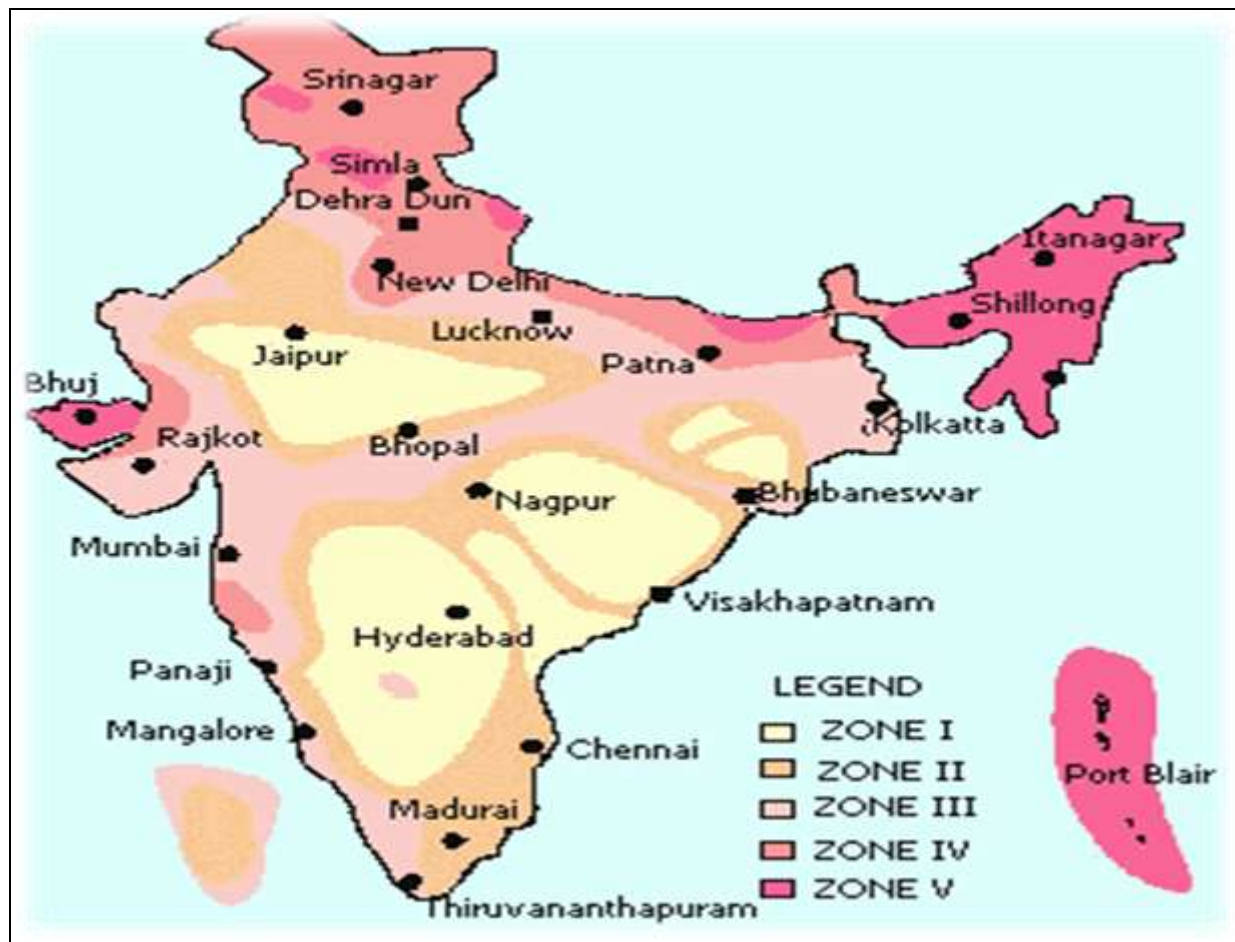
### 3.3.4) Cyclonic Storm in Hojai:

Occasional cyclonic storm do occur in the circle particularly in late August & September by the south-west monsoon, their severity is more during this period. At times these cyclones are devastating bringing colossal loss of human lives and damage to property.

### 3.3.5) Earthquake in Hojai:

The state of Assam is encircled by Hills and the mighty river Brahmaputra with its tributaries as well as the Barak Rivers are flowing through the state. The entire state is situated in the highly vulnerable seismic Zone-V.

Like the rest of Assam the Hojai has always been subject to earthquakes as it lies in the zone of seismic disturbances. The earthquake zoning map of India divides India into 4 seismic zones based on the observations of the affected area due to Earthquake India divided into four types of zones viz. zone II, zone III, zone IV and Zone V. The north Eastern part of India including Assam is at zone V.

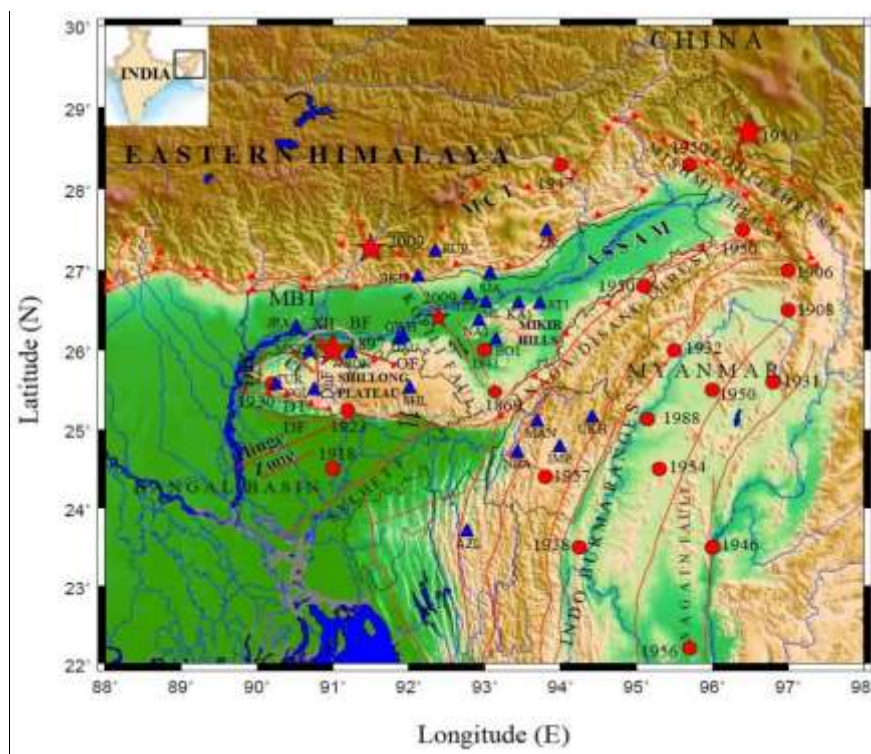


### Seismic Zonation map of India

In Assam, the chances of having earthquake of higher magnitude ( $>6$  Richter scale) in almost every 50 years are fairly high, based on historical records and geological evidence of numerous active faults that have produced earthquakes in the recent past. Near about 25 (twenty five) earthquakes of magnitude 5 Richter scale have occurred in Assam in the last 5 years. Earthquake of magnitude 6 Richter scale and more can cause significant damage and pose life-safety risks. The largest possible earthquakes for this region of magnitude 8.6 Richter scale and above are very real as there are many faults capable of producing earthquakes of such magnitude and larger. It is sobering to consider the impact that some of the earlier historical earthquakes would have on today's urban setting. Large earthquakes will inevitably occur in Assam, only the timing is uncertain.

The great earthquake which occurred on June 12, 1897 had its epicenter in the Shillong plateau. It had a magnitude of 8.5 Richter and was probably one of the greatest earthquakes ever recorded. The shock was felt over an area of  $1,750 \text{ Km}^2$  and destruction of stone buildings was almost universal in an area of  $30,000 \text{ Km}^2$  including Shillong, Goalpara, Gauhati, Nagaon and Sylhet area of Bangladesh. Land slips and an earth fissure was very abundant over the whole of the epicentral area. In Hojai most of the government buildings

including the Circuit House, Court building and the District Commissioner's bungalow were rendered unfit for habitation. The earthquake of August 15, 1950 had its epicenter at 28.5° N and 96.7° E and had a magnitude of 8.6 Richter. The estimated area of north-eastern Assam over which extensive and heavy damage occurred was 1,900 Km<sup>2</sup>.



**Map showing major tectonic features of northeast India region and the large earthquakes (from Kayal et al., 2012)**

### 3.3.6) Water-Logging in Hojai:

The plain areas of the Hojai District suffer from the inundation caused by spilling of the River Kapilli and Dimaru. In some areas of the District, this has been an annual phenomenon and the water logging continues for many months each year.

### 3.3.7) Erosion in Hojai:

The erosion of banks by the rivers and the consequent loss of life and property are major problems. Rivers tend to erode their beds and banks in the hilly regions resulting in the deepening and widening of rivers. The bank line of the River Kapilli is extremely unstable consisting mostly of fine sands and silts. Large scale slumping of river banks takes place when the level falls after a flood. Erosion, therefore, has become a serious problem in Raikata Islampur, Chandanpur, Kumurakata area of the Hojai District as it eroded the valuable land.

### 3.3.8) Rapid Urbanisation & its Consequences in Hojai:

Due to rapid urbanisation, the of Hojai and other major towns in the state has witnessed mushroom growth of Multi-storied Apartments, Buildings, Industries etc. with scant respect to requirements of open spaces, water bodies, preservation of hills and forested areas etc. making these more prone and highly vulnerable to disasters.

Apart from these the oil industries, refineries, gas based industries, coal mines, fertilizer industries, manufacturing industries including LPG Bottling Plants and transportation of Oil and LPG have made the state more hazardous than many others.

### 3.4) HAZARD VULNERABILITY RISK ASSESSMENT:

A disaster occurs when a hazard meets vulnerable elements and cause damage to life, livelihoods, property, economy, environment etc. **A hazard** is a physical or human-made event that can potentially trigger a disaster.

The Hazards identified above are those hazards which are considered to have the highest degree of impact or the frequency of the occurrence that adversely affect the people, economy, environment and prosperity of this district. While the mitigation and preparedness efforts can lessen the impact and severity of these hazards but the vulnerability and the risk associated with these cannot be eliminated.

However the proper assessment of the vulnerability, risk along with mitigation and preparedness efforts can lead or invite attention towards those hazards which needs proper mitigation and preparedness plans with which the DDMA will be better equipped to prepare and response to the disasters, limiting their impacts to the people, economy, environment and property of this district.

**Vulnerability** is the condition determined by physical, social, economic and environmental factors which increase the susceptibility of a community to the impact of hazards. According to UNDP, vulnerability depends upon the degree of loss to a given element at risk at a certain severity level.

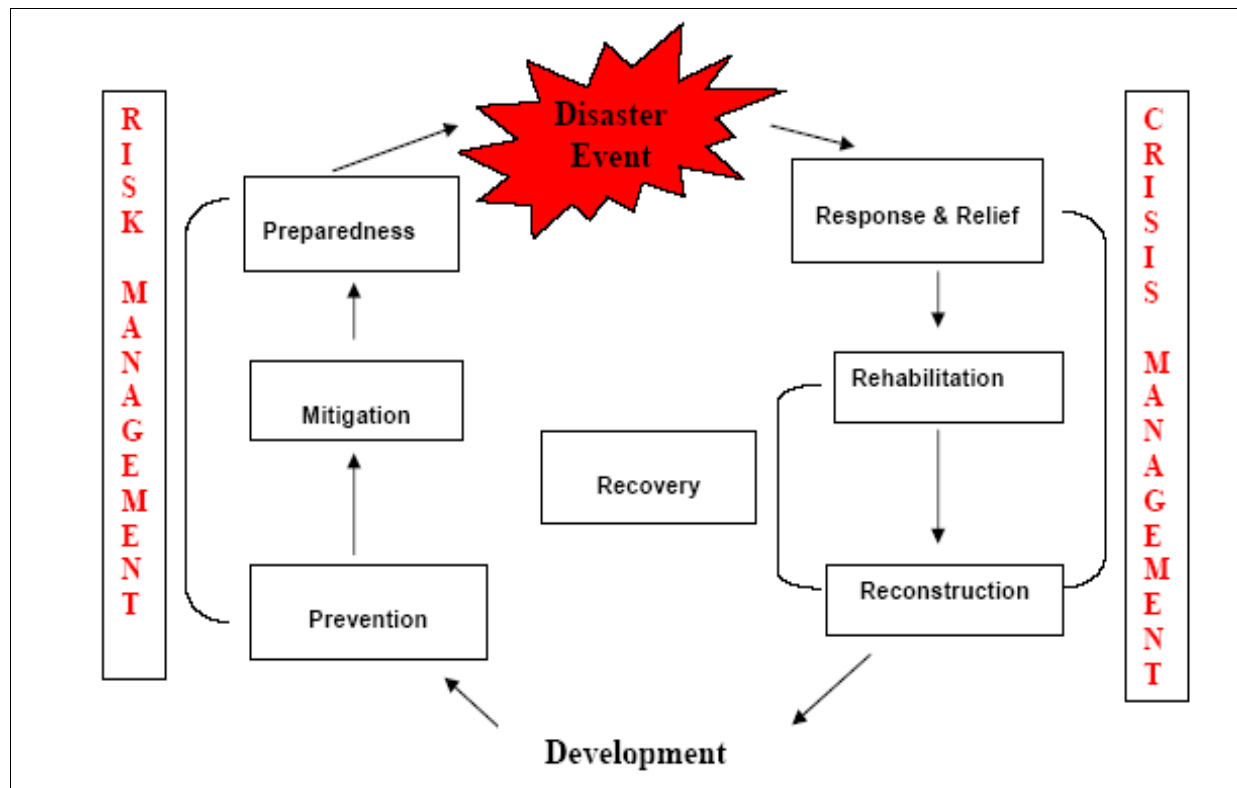
Vulnerability is a set of conditions and processes resulting from physical, social, economic and environmental factors that increases the susceptibility of the community to the impact of the hazards. It also encompasses the idea of response and coping capacity of the community since it is determined by the potential of a community to react and withstand a disaster.

**Risk** is the probability/ likelihood of a disaster happening. Risk assessment is therefore the function of the probability of occurrence of the hazard of the particular magnitude and the vulnerability prevailing at that point of time regarding the elements at risk.

Therefore Disaster is the realization of risk.

$$H * V - C = R$$

Hazard\*Vulnerability-Capacity= Risk



Disaster Risk Management Interventions

# Chapter 3 : Institutional Arrangements for Disaster Management

## 3.1) DISTRICT DISASTER MANAGEMENT AUTHORITY:

The District Disaster Management Authority has been constituted under section 25 (1) of the Disaster Management Act 2005 under the chairmanship of District collector i.e. District Commissioner. The District Disaster Management Authority (DDMA) is the apex planning body at the district level and will play a major role in preparedness and mitigation. A DDMA has to be formed in the district to assist the District Commissioner in:

- Reviewing the threat of disasters
- Vulnerability of the district to different disasters
- Evacuation process to reduce risk and emergency response
- Considering suggestions for improvement of the response document i.e. District Disaster Management Plan

Responsibility of the Authority:-

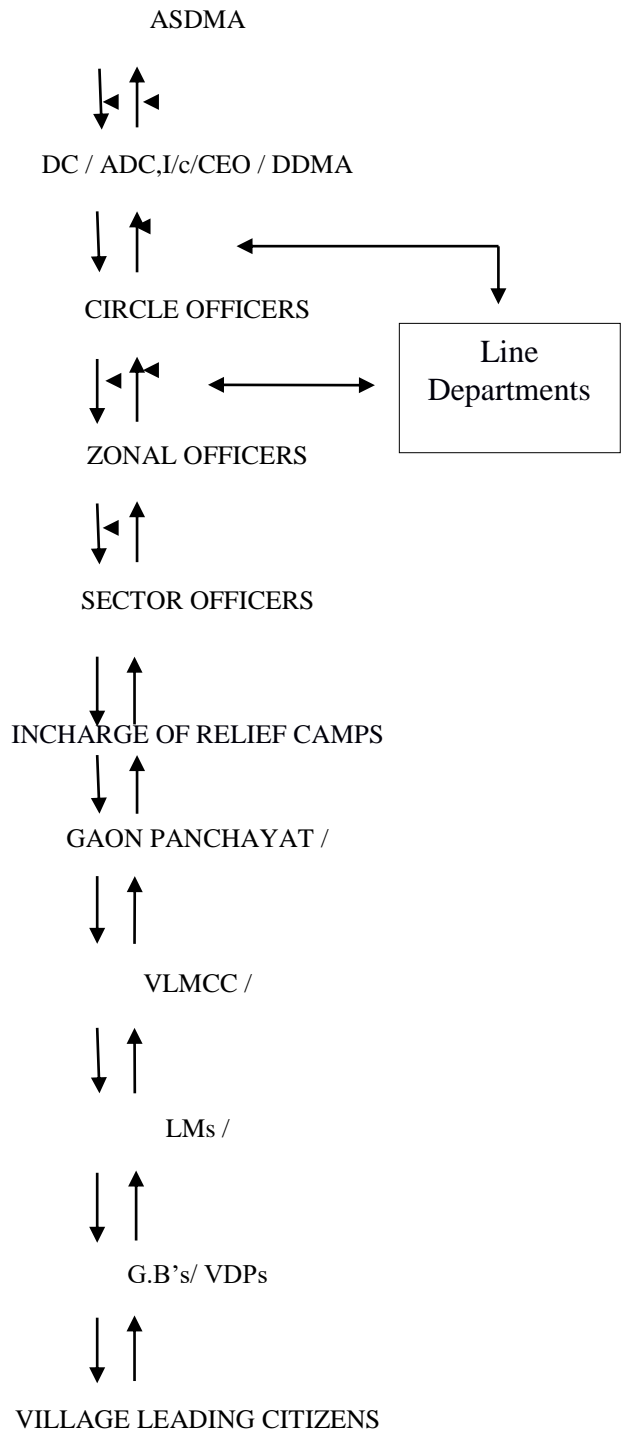
- To educate the public on different flood and cyclone hazards and what protective steps should be taken.
- To make arrangements for emergency action
- To effect evacuation from the Villages when necessary
- Rescue and Rehabilitation
- Post- hazard like earthquake, flood action and review

The District Disaster Management Authority is constituted with the following members:

1. District Commissioner, Hojai	Chairperson
2. President, Zilla Parishad, Hojai	Co-Chairperson
2. Addl. District Commissioner (DM), Hojai	Chief Executive Officer
3. Superintendent of Police, Hojai	Member.
5. Joint Director of Health Services, Hojai	Member.
6. Exe Engr, PWD, Territorial Roads Div., Hojai	Member.
7. Exe Engr, Water Resources, Nagaon Div.	Member

Beside the above, the head of all department concerned with the management of disaster in the district such as Food, Civil Defence, civil supply, forest, Agriculture, Panchayat and Rural development, Power, Irrigation and Sport and Youth welfare will be special invitees to all meeting to District Disaster Management Authority.

The District Disaster Management Authority will meet at least once in six under the chairmanship of the District Commissioner to update the plan. For this one month’s prior notice should be given to all concerned departments before convening the meeting. Collector should review the work of DDMC regularly. An emergency meeting will hold whenever emergency information is received regarding an impending hazard. The Committee will meet almost daily till the emergency is over.



**FLOW CHART OF DISTRICT DISASTER MANAGEMENT AUTHORITY**

### **3.2) POWERS AND FUNCTIONS OF DISTRICT AUTHORITY:**

#### **3.2.1) POWER OF DISTRICT AUTHORITY:**

According to Section 26 (1) of Disaster Management Act, the Chairperson of the District Authority shall in addition to presiding over the meetings of the District Authority, exercise and discharge such powers and functions of the District Authority as the District Authority may delegate to him.

(2) The Chairperson of the District Authority shall, in the case of an emergency, have power to exercise all or any of the powers of the District Authority but the exercise of such powers shall be subject to ex post facto ratification of the District Authority.

(3) The District Authority or the Chairperson of the District Authority may, by general or special order, in writing, delegate such of its or his powers and functions, under subsection

(1) or (2), as the case may be, to the Chief Executive Officer of the District Authority, subject to such conditions and limitations, if any, as it or he deems fit.

#### **3.2.2) FUNCTION OF DISTRICT AUTHORITY:**

According to Section 30 (1) of Disaster Management Act, the District Authority shall act as the district planning; coordinating and implementing body for disaster management and take all measures for the purposes of disaster management in the district in accordance with the guidelines laid down by the National Authority and the State Authority.

(2) Without prejudice to the generality of the provisions of sub-section (1), the District Authority may

(i) prepare a disaster management plan including district response plan for the district;

(ii) Coordinate and monitor the implementation of the National Policy, State Policy, National Plan, State Plan and District Plan;

(iii) ensure that the areas in the district vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;



- (iv) ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority and the State Authority are followed by all departments of the Government at the district level and the local authorities in the district;
- (v) give directions to different authorities at the district level and local authorities to take such other measures for the prevention or mitigation of disasters as may be necessary;
- (vi) lay down guidelines for prevention of disaster management plans by the department of the Government at the districts level and local authorities in the district;
- (vii) Monitor the implementation of disaster management plans prepared by the Departments of the Government at the district level; Meetings.
- (viii) lay down guidelines to be followed by the Departments of the Government at the district level for purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance.
- (ix) monitor the implementation of measures referred to in clause (viii);
- (x) review the state of capabilities for responding to any disaster or threatening disaster situation in the district and give directions to the relevant departments or authorities at the district level for their up gradation as may be necessary;
- (xi) review the preparedness measures and give directions to the concerned departments at the district level or other concerned authorities where necessary for bringing the preparedness measures to the levels required for responding effectively to any disaster or threatening disaster situation;
- (xii) organize and coordinate specialized training programmes for different levels of officers, employees and voluntary rescue workers in the district;
- (xii) facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and nongovernmental organizations;
- (xiii) set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;
- (xiv) prepare, review and update district level response plan and guidelines;
- (xv) coordinate response to any threatening disaster situation or disaster;

- (xvi) ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;
- (xvii) lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of the district to take measures to respond effectively to any threatening disaster situation or disaster;
- (xviii) advise, assist and coordinate the activities of the Departments of the Government at the district level, statutory bodies and other governmental and nongovernmental organizations in the district engaged in the disaster management;
- (xix) coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the district are carried out promptly and effectively;
- (xx) provide necessary technical assistance or give advice to the local authorities in the district for carrying out their functions;
- (xxi) review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities with a view to make necessary provisions therein for prevention of disaster or mitigation;
- (xxii) examine the construction in any area in the district and, if it is of the opinion that the standards for the prevention of disaster or mitigation laid down for such construction is not being or has not been followed, may direct the concerned authority to take such action as may be necessary to secure compliance of such standards;
- (xxiii) identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centres or camps and make arrangements for water supply and sanitation in such buildings or places;
- (xxiv) establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
- (xxv) provide information to the State Authority relating to different aspects of disaster management;
- (xxvi) Encourage the involvement of non-governmental organizations and voluntary social-welfare institutions working at the grassroots level in the district for disaster management;

- (xxvii) ensure communication systems are in order, and disaster management drills are carried out periodically;
- (xxix) Perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the District.

### **3.3) POWERS AND FUNCTIONS OF DISTRICT AUTHORITY IN THE VENT OF ANY EMERGENCY SITUATION:**

According to Section 34 of Disaster Management Act, for the purpose of assisting, protecting or providing relief to the community, in response to any threatening disaster situation or disaster, the District Authority may-

- (a) Give directions for the release and use of resources available with any Department of the Government and the local authority in the district;
- (b) Control and restrict vehicular traffic to, from and within, the vulnerable or affected area;
- (c) Control and restrict the entry of any person into, his movement within and departure from, a vulnerable or affected area;
- (d) Remove debris, conduct search and carry out rescue operations;
- (e) Provide shelter, food, drinking water and essential provisions, healthcare and services;
- (f) Establish emergency communication systems in the affected area;
- (g) Make arrangements for the disposal of the unclaimed dead bodies;  
Recommend to any Department of the Government of the State or any authority or body under that Government at the district level to take such measures as are necessary in its opinion;
- (h) Require experts and consultants in the relevant fields to advise and assist as it may deem necessary;
- (i) Procure exclusive or preferential use of amenities from any authority or person;
- (j) Construct temporary bridges or other necessary structures and demolish structures which may be hazardous to public or aggravate the effects of the disaster;
- (k) Ensure that the non-governmental organizations carry out their activities in an equitable and non-discriminatory manner;
- (l) Take such other steps as may be required or warranted to be taken in such a situation.

### **3.4) CRISIS MANAGEMENT MECHANISM:**

The Incident Response System (IRS) is an effective mechanism for reducing the scope for ad-hoc measures in response. It incorporates all the tasks that may be performed during DM irrespective of their

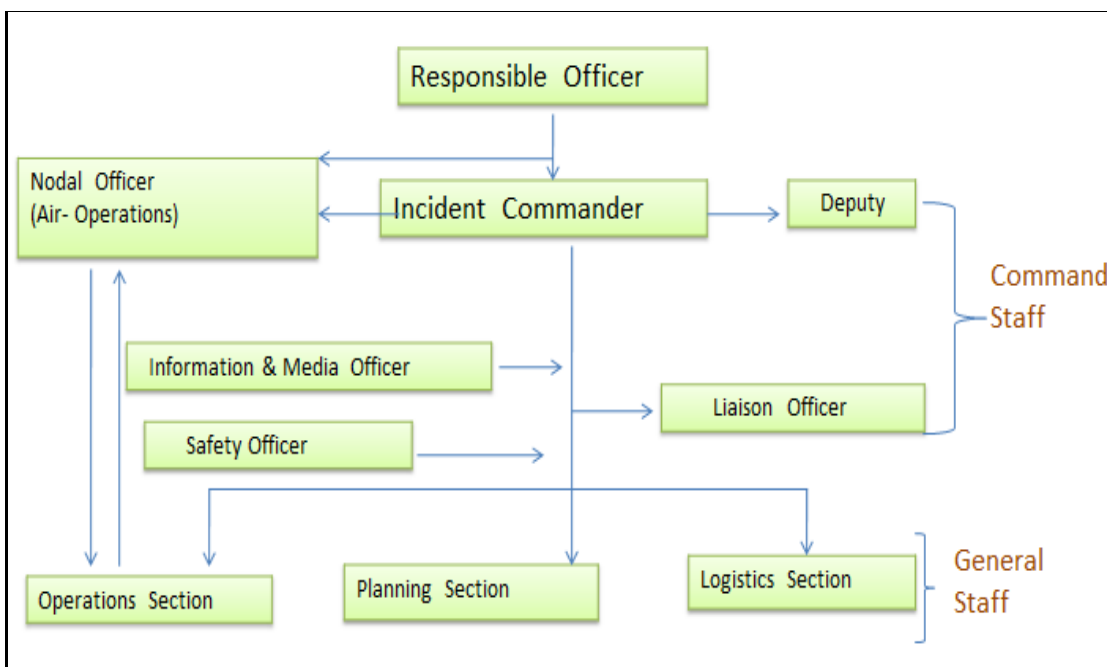
level of complexity. It envisages a composite team with various Sections to attend to all the possible response requirements. The IRS identifies and designates officers to perform various duties and get them trained in their respective roles. If IRS is put in place and stakeholders are trained and made aware of their roles, it will greatly help in reducing chaos and confusion during the response phase. Everyone will know what needs to be done, who will do it and who is in command, etc. IRS is a flexible system and all the Sections, Branches and Units need not to be activated at the same time. Various Sections, Branches and Units need to be activated only as and when they are required.

### 3.4.1 Incident Response System (IRS) Organization:

The IRS organization functions through Incident Response Teams (IRTs) in the field. In line with the administrative structure and DM Act 2005, Responsible Officers (ROs) have been designated at the State, District and City level as overall in charge of the incident response management. The RO may however delegate responsibilities to the Incident Commander (IC), who in turn will manage the incident through IRTs. The IRTs will be pre-designated at all levels; State, District, City and Ward Levels. On receipt of Early Warning, the RO will activate them. In case a disaster occurs without any warning, the local IRT will respond and contact RO for further support. Apart from the RO and Nodal officer air operation the IRS has two main components:

- (a) Command Staff and
- (b) General Staff

**Structure of IRS( Organization Chart)**



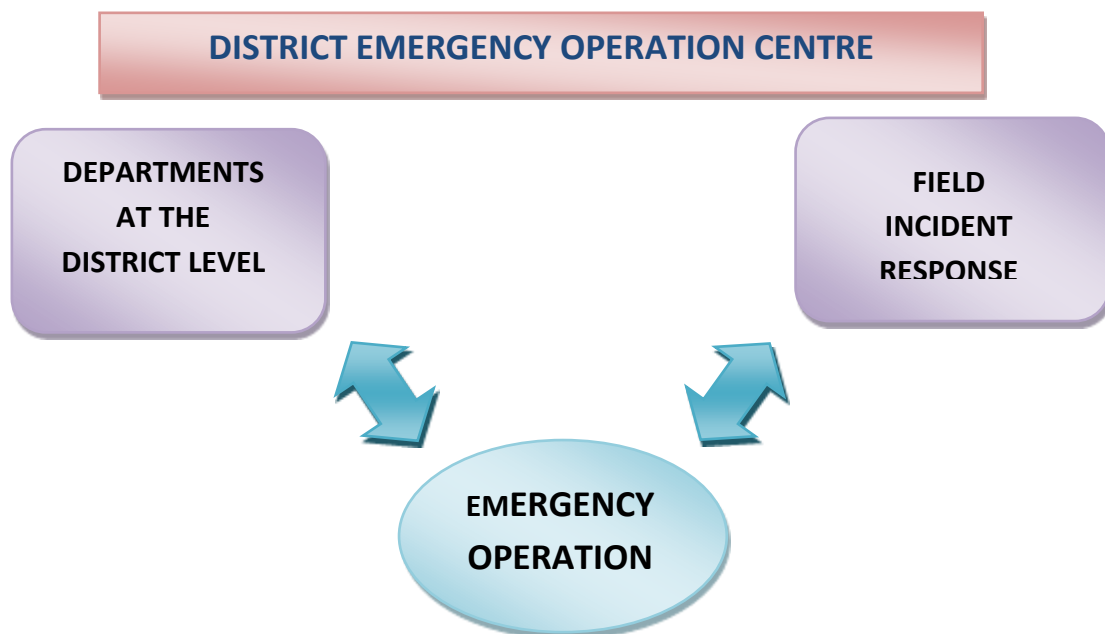
### 3.5) District Emergency Operation Centre:

The District Emergency Operation Centre (DEOC) will be the physical location to coordinate the Incident Response System in Hojai District. An emergency operation centre has to be established in the office of the District Commissioner Hojai. District Emergency operation centre will work as the nerve centre for all emergency events and disasters. The principal role involves collection of data, analysis and dissemination of information to relevant organization. The District Emergency Operation Centre (D.E.O.C.) is the District's coordination centre for emergency services during any major emergency affecting the district.

Normally day-to-day operations are conducted from various Government departments and agencies that are widely dispersed throughout the district. When any major emergency or disaster strikes, centralized emergency management is needed. This facilitates a coordinated response by the Chairmen DDMA and Emergency Management Staff and representatives from district organizations which are assigned specific emergency management responsibilities.

The DEOC operates under the guidelines provided by DDMA and provides a central location of authority for District disaster management and information and allows for face-to-face coordination among personnel who must make emergency decisions.

The purpose of DEOC is to mitigate the disaster risk in the city and provide quick and centralized response during emergency followed by better recovery.



### **3.6) Districtal Control Room:**

The Districtal control room aims for an effective and realistic district disaster management plan with full 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.

#### **PURPOSE OF DISTRICT CONTROL ROOM:**

The Districtal Control Room is under control of the District Commissioner 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 Districtal Control Room will operate under the central authority of the District Commissioner exercising emergency power to issue directives to all departments to provide emergency response service.
- SDCR will co-ordinate with the State disaster response machinery like State Relief Commissioner and State Disaster Mitigation Authority for appropriate support and smooth flow of information.
- The Control Room will be manned round the clock for emergency responses.
- The District Control Room will be placed in the Emergency Section of the District Commissioner.

The Control Room shall be in overall charge of the Collector. In the absence of Collector, ADC (Disaster Management) District Development Officer, Emergency Officer or any other Officer on duty at that point of time shall remain in charge of Control Room.

District Control Room of Hojai is set up with-

- 1.Telephone Nos: 03674-284022 or 1077 (Toll Free) and 6003256039**
- 2. It is operational 24X7.**
- 3. Specific duty roaster has been made for various staff shift wise regarding duty in the Control Room.**
- 4. Phone/ Mobile no. of Project Officer, Disaster Management: 7896830535**

For Disaster preparedness, response, mitigation, rehabilitation and reconstruction there exists an institutional arrangement in the Circle Level named as Circle Disaster Management Committee along with Circle Level Task force Committee.

SI No	Name & Designation	Position	Phone Number
1	Nilakhi Baishya, ACS, Circle Officer, Hojai Revenue Circle	Chairman	9599655836
2	Krishna Kishor Saharia, ALRS, Circle Officer (A), Hojai Revenue Circle	Member	6003872434
3	Achyut Bhuyan, ACS, Executive Officer, Hojai MB	Member	7002635723
4	Saponjyoti Debnath, FO (DM), Hojai Revenue Circle	Convenor	7002837614
5	Riturparna Phukan, AEE, PHE, Hojai, Division	Member	8486895971
6	Ramesh Thakur, AEE, Irrigation, Hojai Division	Member	9435704874
7	Abhijit Sinha, AEE, PWD (Roads) Hojai Territorial Division	Member	9864072485
8	Amar Teron, AEE, Water Resource, Hojai Division	Member	9401001283
9	Dr. RK Mahanta, Deputy Superintendent, Jugijan Model Hospital	Member	9365496615
10	Tapan Medhi, OC, Hojai PS	Member	9435199981
11	Dr. Ashique Iqbal, Vety. Officer Hojai	Member	8638382637
12	Ashok Bhandari, AE, PWD (Building), Hojai Division	Member	9101224826
13	Mukut Baruah, SDFDO, Fishery, Hojai	Member	7002795847
14	Mirjeng Terang, ADO, Hojai	Member	9101185714
15	Tanmoy Deka, SDO, APDCL, Hojai ESD	Member	8472012211
16	Nirmali Ronghangpi, BEEO, Jugijan	Member	7002829282
17	Saitendya Langthasa, SO, Hojai F&ES	Member	9678791723

**The details of the Zonal Officer, Sector Officer and Sub Sector Officers are as follows:**

Sector Name/ Number	Sector Officer Name Designation/ Official Address	Villages covered
Kenduguri - 1	Anjan Das, Junior Engineer Mobile No- 7002532471 Department- Hojai	1) Warigadeng 2) Kenduguri 4) Hatimora 5) DakhinKenduguri 6) Rajbari 7) Na-Bhanga 8) Pub Na-Bhnaga 9) Solmari 10) Hayanggaon 11) Brajapur 12) HayangBasti 13) Jugijan 14) Ahompura 15) Pub-Jugijan 16) Kandhulimari

	<p>LumdingJamunamukh</p> <p>Division (Irrigation)</p> <p>Hojai</p>	<p>17) Barfuty 18) BaliramPather 19) Sibpur</p>
<p>Radhanagar - 2</p>	<p>BhagirathHazarika,JE, (Mobile No- 9401613149) Department- Hojai</p> <p>LumdingJamunamukh</p> <p>Division (Irrigation)</p> <p>Hojai</p> <p>NiharBarua,JE (Mobile No- 9864266777)</p> <p>Department- Jamunamukh Hojai Lumding Division</p>	<p>1) No1 Radhanagar 2) No-2 Radhanagar 3) ChautalBasti 4) MatiKhola 5) Uttar Kumrakhata 6) Moinapur 7) DakhinKumrakata No.2 (8) DakhinKumrakata No.1 (9) RaikataChandanpur 10) RaikataKachariGaon 11) RaikataIslampur 12) JorangPather 13) Lankajan 14) Hawaipur 15) Bishnupur 16) Dighalballi 17) DakhinKomorakata No.2 (18) MoinaPathar 19) PachimAmtola 20) Komorakata F.V (21) Siliguri 22) MilikBasti (Part) 23) Amtola (Part) 24) Uttar Matikhula</p> <p>1) PachimBogori 2) Fakuli 3) Amoliphukhuri 4) Mohpara5) Amoliphukhuri Reserve 6) Raja Pukhuri 7) Borhola 8) DonkiPather 9) Doobokanala 10) Pub Solmarijan 11) Solmari</p>
<p>PachimBogori - 3</p>		
<p>NaharGaon -4</p>	<p>MirjengTerang ADO, Hojai , Agriculture</p> <p>Department</p> <p>Hojai</p> <p>(Mobile No- 9101185714)</p>	<p>1) NaharGaon 2) Nam DobokaGaon 3) Nam DobokaPather 4) Uttar Ashinagar 5) DakhinAshinagar 6) PachimNilbagan 8) SiddheswarPur 9) DakhinBheduAti 10) KathalPur</p>
<p>Islamnagar - 5</p>	<p>Dr. Ashiq Iqbal (Mobile No- 8638382637), VO,Hojai</p> <p>Department- Veterinary</p>	<p>1) Fathepur 2) Ali Nagar 3) Tengripar 4) Hirabasti 5) JayantiaBasti 6) Gopal Nagar 7)PachimNandalalpur 8) Pub-Nandalalpur 9) DonkiGaon 10) Dimrupar 11) Telibasti 12) Bhokhaubasti.</p>

### Circle Disaster Management Committee under Doboka Revenue Circle

Name & Designation	Position	Phone Number
Sneha Bharali ,ALRS,Circle Officer, Doboka Revenue Circle	Chairman	9599655836
Saponjyoti Debnath , FO (DM), Doboka Revenue Circle (I/C)	Convenor	7002837614



Kishanjyoti Deka ,ACS, Executive Officer, Doboka MB	Member	9101436315
Riturparna Phukan , AEE, PHE, Hojai, Division	Member	8486895971
Siddhi Deka, AEE, Irrigaton , Jamunamukh Lumding Hojai Division	Member	9957408198
Rustom Ahmed,AEE, PWD (Roads) DobokaTerritorial Division	Member	9101877803
Amar Teron, AEE, Water Resource, Hojai Division	Member	9401001283
Altab Hussain, BDO, Binakandi Development Block	Member	9435505437
Tanmoy Deka, SDO, APDCL, Hojai ESD	Member	8472012211
Chandan Das, SDO, APDCL, Kathiatoli ESD	Member	8638021323
Subal Chandra Shill , AEE, PWD (Building), Jamunamukh	Member	9101040028
Mukut Baruah, SDFDO, Fishery,Hojai	Member	7002795847
Debobrata Khanikar, Range Officer, Kathiatoli Range	Member	7002931171
Dr. Jahirul Islam , Vety. Officer, Doboka	Member	7002874658
Nirmali Ronghangpi, BEEO, Jugijan	Member	7002829282
Gopal Pegu ,Station Officer, Doboka, F&ES	Member	9021425856
Bijoy Krishna Das , OC, Jamunamukh PS	Member	7002732147
Kailash Malakar,OC , Doboka PS	Member	6001500489

**The details of the Zonal Officer, Sector Officer and Sub Sector Officers are as follows:**

SECTOR 1	
Comprising village under Jamunamukh Mouza	
Sector Officer	Sewali Chakraborty, BDO, Binnakandi Dev. Block Mobile No: 9854603117
Sub Sector Officer	Dr. Ashim Kumar Majumder, VAS, Jamunamukh Mobile No: 94350-68550

SECTOR 2	
Comprising village under Namati Mouza	
Sector Officer	Dr. Faizur Rahman, VAS, Mourajhar Mobile No: 94351-69646

Sub Sector Officer	Mirjeng Terang, ADO, Choudhurybazar Mobile No: 9101185714
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SECTOR 3	
Comprising village under Kapahbari Mouza	
Sector Officer	Dr. Bharat Bhushan Borah, VAS, Doboka Mobile No: 94350-80186
Sub Sector Officer	Smt Sukanya Gogoi, ADO, Nilbagan Mobile No: 8638758118

### Circle Disaster Management Committee under Lanka Revenue Circle

Sl. No	Name & Designation	Position	Phone Number
1	Aparupa Borgohain, ACS, Circle Officer, Lanka	Chairman	7002271631
2	Jitu Borah, Field Officer, DM	Convenor	9854787674
3	Sukanya Nunisa, ACS, Executive Officer, Lanka MB	Member	7002742646
4	Jangmir Rongpharpi, ACS, Executive Officer, Lumding MB	Member	87678590180
5	Snehlata Rabha, BDO, Udali Dev. Block	Member	9365766736
6	Anjali Deka, BDO, Lumding Dev. Block	Member	7578954344
7	Minakshi Mahanta, BDO, Dhalpukhuri Dev. Block	Member	7086837464
8	Keshab Das, Inspector, FCS & CA, Hojai	Member	9954309901
9	Phanidhar Borgohain, Range Officer, Lumding	Member	7002044516
10	Prabin Saikia (I/C) Lanka Range	Member	7002084640
11	Sujib Roy, AEE, Irrigation, Lumding District	Member	7002087714
12	Rupankar Borah, SDO, APDCL, Lanka	Member	8638727775
13	Ruka Chand Kor, SDO, APDCL, Lumding	Member	8638443372
14	Suraj Baruah, ADO, Bamungaon-I	Member	8876983573
15	Smti. Moyurtrishna Rajkhowa, ADO, Bamungaon-II	Member	6003896661
16	Pankaj Barman, ADO, Kaki	Member	7002358549
17	Ngahneithiem Lenthang, ADO, Lumding	Member	8011380060
18	Ratan Thawsen, JE, WRD	Member	7002704843
19	Phuleshar Nonesha, BEEO, Lanka	Member	9954373771
20	Dr. Harajagindra Singh, SDMO, Lanka	Member	8638545031
21	Anindya Borgohain, AEE, Lumding Territorial Road	Member	7002924656

	District.		
22	Vikash Kalita, AEE, PHED, Lumding District	Member	9854080486
23	Dr. Lochan Ranjan Talukdar, BVO, Bamungaon	Member	9435168360
24	Dr. Jintu Kakoti, VO, Derapather	Member	9394022212
25	Dr. Momi Gogoi, VO, Lanka	Member	7002540689
26	Dr. Anzad Ali, VO, Lanka	Member	8638692217
27	Dr. Tapan Saikia, VO, Kharikhana	Member	9101574136
28	Dr. Binita Baruah, VO, Laskar Pather	Member	9365167010
29	Dr. Krishna Kamal Kalita, VO, Lumding	Member	8638050519
30	Niranjan Talukder, CDPO, Lanka	Member	8011269638
31	Lakhi Prasad Borah, CDPO, Dhalpukhuri	Member	9864464878
32	Sadhana Patar, CDPO, Lumding	Member	7099107671
33	Renu Kumari Bora, CDPO, Udali	Member	9401274215
34	Lakshman Das, Demonstrator Fishery, Udali Block	Member	6003755608
35	Bhupen Dutta, Demonstrator Handloom & Textile, Lanka	Member	9401244475
36	Abdul Kadir Sarkar, Demonstrator Sericulture, Lanka	Member	9707826742

The details of the Zonal Officer, Sector Officer and Sub Sector Officers are as follows:

SECTOR 1	
Comprising village under Lanka Mouza	
Zonal Officer	Aparupa Borgohain, ACS, Circle Officer, Lanka Mobile No: 8876224874
Sector Officer	Minakshi Mahanta, BDO, Dhalpukhuri Dev. Block Mobile No: 7086837464
Sub Sector Officer	Suraj Baruah, ADO, Bamungaon-I Mobile No: 8876983573

SECTOR 2	
Comprising village under Kaki Mouza	
Zonal Officer	Aparupa Borgohain, ACS, Circle Officer, Lanka Mobile No: 8876224874
Sector Officer	Snehlata Rabha, BDO, Udali Dev. Block Mobile No: 9365766736
Sub Sector Officer	Pankaj Barman, ADO, Kaki Mobile No: 7002358549

### **Taskforce Committee of PHE Department:**

- Chairman : Sri Ramya Jyoti Sarmah  
Executive Engineer (PHE)  
Hojai Division, Hojai
- Member : 1. Sri Basanta Kumar Nath  
Asstt. Executive Engineer, T/C, (PHE)  
Hojai Division, Hojai
2. Sri Bikash Kalita  
Asstt. Executive Engineer (PHE)  
Lumding Sub-Division
3. Sri Rituparna Phukan  
Asstt. Executive Engineer (PHE)  
Hojai Sub-Division
4. Sri Navajeet Lekharu, AE (PHE)
5. Sri Dipak Nath, JE (PHE)
6. Sri Tarun Kr Singha, JE (PHE)
7. Maruf Hussain Choudhury, JE (PHE)
8. Sri Deep Basumatary, JE (PHE)
9. Miss. Gayatri Phukan, JE (PHE)
10. Sri Satya Prasad Nath, JE (PHE)
11. Marshina Thousan, JE (PHE)
12. Toiyaba Begum, JE (PHE)
13. Sri Debasish Mojumder, T.O-I (PHE)
14. Mrs. Solma Laskar, T.O.-I (PHE)
15. Mehbub Suvan Laskar, T.O.-2 (PHE)
16. Suman Kalita, TO-1 (PHE)
17. Prantana Bairagi, TO.-1 (PHE)
18. Damayanti Das, TO.-1 (PHE)

### **Taskforce Committee of Fishery Department:**

The following Task Force team under the establishment of Sub-Divisional Fisheries Development Officer, Hojai has been structured for essential disaster preparedness:

1. Sri Mukut Baruah, SDFDO, Hojai Contact No- 7002795847
2. Sri Utpal Kalita, FDO, Jugijan/Binnakandi Dev. Block. Contact No-9435297030
3. Sri Biswajit Borah, FDO, Udali/Lumding/Dhalpukhuri Dev. Block. Contact No-9957211236
4. Sri Lakshman Das, Fishery Demonstrator, Udali/Lumding Dev. Block Contact No-6003755608
5. Sri Rinku Bora, Fishery Demonstrator, , Jugijan/Binnakandi Dev. Block Contact No- 6000626094
6. Sri Gobinda Das, Fishery Demonstrator, Dhalpukhuri Dev. Block Contact No-9365991104

## **Taskforce Committee of Education Department:**

In case of any Emergency regarding Disaster, the Official will perform their duties as per Hierarchy in case of any damage of property. The designated person will immediately Inform The list of designated Officers/Officials/CRCCs with their contact number are as follows -

Details of Working Officers/ Officials				
Sl. No.	Name of Offices	Name of Officer/Officials	Designation	Contact Number
1	BEEO, Jugijan	Smt. Nirmali Ronghangpi	BEEO, Jugijan	70028-29282
3	BEEO, Jugijan	Sri. Anup Kr. Biswas	Sub Inspector of Schools	99548-59036
4	BEEO, Jugijan	SAHID ANOWAR	Block MIS-Coordinator	99541-38125
5	BEEO, Jugijan	MRIGEN KAKOTI	Block Accountant	70024-97299
6	BEEO, Jugijan	ZIABUR RAHMAN	Block Accountant	70024-97299
7	BEEO, Jugijan	SHIV DAYAL CHOUHAN	Block Accountant	9957-967534
8	BEEO, Jugijan	SHYAMAL BHOWAL	L.D.-cum-Accountant	94010-95190
9	BEEO, Jugijan	SHAYMAL DAS	Block Electronic Data Processor	80110-55797
10	BEEO, Jugijan	NUR MOHAMMAD SARKAR	Resource Person Inclusive Education	70021-78952

# Chapter 4 : Prevention and Mitigation Measures

## 4.1 ) MITIGATION MEASURES:

Disaster may occur in the forms of flood, earthquake, cyclone, storms, fire, landslide, erosion, etc. An effective prevention and mitigation plan may be minimized the loss of life and property and accordingly, the flowing aspects have been laid down in this regards.

The strategic risk profile indicates the probability and severity of the multiple risks that are faced by the District. The need is to build a mitigation system that can guide the District to prioritize key hazards, geographical areas, and key sectors utmost at risk. Disaster history indicates primary hazards as earthquakes, floods and river bank erosion, landslides and drought. These hazards account for significant losses. Prioritizing hazard mitigation actions and District wide mitigation plan is a part of the strategy adopted by the State Government. As mandated by the DM Act 2005, disaster mitigation fund shall be created by the State Government for project exclusively for purpose of hazard mitigation. ASDMA Policy 2010 explicitly states that the Government of Assam recognizes the need to have a proactive, comprehensive, and sustained approach to disaster management to reduce the detrimental effects of disasters on overall socio-economic development of the state. It is advised that departments make provisions for disaster management activities in their own departmental budgets. Departments must protect vulnerable critical/lifeline facilities and infrastructure across the State that is prone to severe hazard; undertake efforts to reduce repetitive losses.

### 3.5.1) DISTRICT HAZARD MITIGATION PLAN:

The need for creation of a separate District Hazard Mitigation Plan with appropriate estimations for potential losses and refer this analysis for planning purposes and implementation of the comprehensive mitigation activities. The District Hazard Mitigation Plan shall identify all hazards and associated vulnerabilities and provide a state wide strategy to reduce future disaster losses through implementing mitigation projects.

The objectives of Districtal Mitigation Plans are as follows:

- Identify and profile all hazards in the District.
- Assess the impact on physical assets from the comprehensive risk assessment study and later prioritize key areas for intervention (immediate and long term).
- Establish a framework for mitigation planning and implementation.
- Identify funding sources and mechanism for assistance.

- Through funds create opportunities for mitigation planning at State, District, Local and Community Level.
- Aim towards vulnerability reduction to all hazard impacts through coordination with development planning efforts, regulatory actions and legal control mechanisms. Ensure compliance of design and construction standards, and implement targeted programs that address risk reduction (existing development) and risk integration in all future development actions.
- Develop enhanced capability of the stakeholders in mitigation interventions at State, District, Local and Community Level.
- Facilitate the process of integrating mitigation into development interventions, community development activities and in the mission area of disaster recovery.
- Undertake targeted actions for protection of key lifeline/social infrastructure in the District.

The various activities for mitigation and preparedness of disaster done by District disaster Management Authority are as follows:

Sl. No	Activities	Aim	Participants
1	Orientation workshop on DDMA / Government Officials of Line Departments.	The officials will be sensitized on different aspect of disaster management	All officials of line departments PWD Buildings & Roads, PHE, Health, Water Resource, Education, Rural Development, Social Welfare, Zilla Parishad, Municipal Board, Development Authority & Members of the DDMA etc.
2	Workshop for preparation/ update of District Disaster Management Plan	The participants will be able to prepare a district multi hazard disaster management plan.	All line departments etc.
3	Workshop on School Safety & Preparation of School Safety Plan.	The participants will be sensitized on the importance of school safety ad also develop a framework for preparing the School Safety Plan.	Principals, Head Master, Teachers, School Committee or management etc.
4	Training on Earthquake Preparedness & Mitigation.	The participants will be imparted with knowledge on both structural and non structural hazard Mitigation for Earthquakes.	Engineers & Architects from PWD Building, PHE, Water Resource, SSA, Health, DRDA, Municipal Board, Development Authority and practicing private engineers & Architects etc.

5	Training on Rapid Visual Screening.	The participants will be imparted with knowledge on RVS the first level assessment of seismic resistance of a building.	Assistant Engineers, Junior Engineers of PWD Buildings, SSA, Municipal Boards, Development Authorities etc.
6	Training of Doctors on Emergency Health Management.	The participants will be imparted with knowledge on Hospital preparedness and Emergency Health Management.	All health related officials, Superintendents of Civil Hospitals, Doctors etc.
7	Specialized training of task forces on Search & Rescue and First Aid.	The participants will be equipped with skills on Search & Rescue and First Aid.	Volunteers of task forces, NGOs, NYK Volunteers, Red Cross Volunteers, Civil Defence, Scouts & Guides etc.
8	NGO Coordination workshop.	The NGO will be sensitized on different aspects of Disaster Management.	Local level NGOs.
9	Awareness Generation through hoardings on dos and donts for different disasters.	Hoardings with standard content may be installed a prominent places.	Mass people, Pedestrian etc.
10	Mock Drills	Mock drills are to be conducted for preparedness of the District/ department etc.	General Public, Govt. Officials, School Students, NGO Officials etc.

At the Circle Level several Prevention & Mitigation projects were taken such as VLMCC trainings, Earthquake Mock Drill, SDRF/DDMA sponsored Fire Mock Drills at school level, Gram Panchayat Emergency Management Exercises were held as Gram Panchayat Level to reduce the risk from natural and manmade incidents.

Summary of Mitigation Measures							
Hazard	Revenue Circle	Activity	Authority for Implementation	Starting Date	Date of Completion	Cost	Funding Source
Cyclone	Hojai	VLMCC Trainings	DDMA	1 <sup>st</sup> Feb	15 <sup>th</sup> April	N/A	N/A
		Early Warning Message Dissemination	ASDMA/DDMA	Half an hour before occurrence		N/A	N/A
		CDMC	DDMA	Every 3	Every 3	N/A	N/A



		Meeting		Months	Months		
Cyclone & Flood	Lanka	VLMCC Trainings	DDMA	1 <sup>st</sup> Feb	15 <sup>th</sup> April	N/A	N/A
Cyclone & Flood	Doboka	VLMCC Trainings	DDMA	1 <sup>st</sup> Feb	15 <sup>th</sup> April	N/A	N/A
		Early Warning Message Desimination	ASDMA/DDMA	Half an hour before occurence		N/A	N/A
		CDMC Meeting	DDMA	Every 3 Months	Every 3 Months	N/A	N/A

**Department : Hojai PHE Division**

Summary of Mitigation Measures							
Hazard	Revenue Circle	Activity	Authority for Implementation	Starting Date	Date of Completion	Cost	Funding source
Flood	Hojai	Awareness Programme (Proposed)	PHE	June/2023	July/2023	180000.00	Assam State Disaster Management Authority
Flood	Lanka	Awareness Programme (Proposed)	PHE	June/2023	July/2023	70000.00	Assam State Disaster Management Authority
Flood	Doboka	Awareness Programme (Proposed)	PHE	June/2023	July/2023	120000.00	Assam State Disaster Management Authority

# Chapter 5: Preparedness Measures

The Basic theme behind preparedness is to be ready for an emergency and there are a number of different variations of being ready based on an assessment of what sort of threats exist. Nonetheless there is basic guidance for preparedness that is common despite an area's specific dangers and the list includes -

- Three-Day supply of non-perishable food.
- Three-Day supply of water – one gallon of water per person per day.
- Portable Battery- Powered Radio or Television and extra Batteries.
- Flash Light and extra Batteries.
- First aid kit and manual.
- Sanitation and hygiene items (i.e. toilet paper, menstrual - hygienic products).
- Matches and water proof container.
- Whistle.
- Extra clothing.
- Kitchen accessories and cooking utensils including a can opener.
- Photo copies of credit and identification cards.
- Cash and Coins.
- Special needs items such as Prescription, Medications, Eye Glasses, Contact Lenses, Solutions and Hearing aid batteries.
- Items for infants such as Formula, Diapers, Bottles and Pacifiers.
- Other items to meet unique family needs.

Disaster may occur in the forms of flood, earthquake, cyclone, storms, fire, landslide, erosion, etc. An effective prevention and mitigation plan may be minimized the loss of life and property and accordingly, the following aspects have been laid down in this regards:

- All RCC structures like dam, Canal regulator, reservoir, culverts have to be designed considering seismic parameter as per code of practices..
- Protection of embankment has to be done with boulder pitching, boulder apron at appropriate position.
- Repair of already flood damaged stretches..
- Cleaning of existing cross drainage structures to regulate the water flow.
- Repairs of existing damaged culverts and construction of new culverts as per requirement.
- Cleaning of Irrigation Canal
- Construction of stabilized embankment of less vulnerable to resist natural disaster like earthquake, flood etc.
- Adopt accept and implement latest technical knowledge and skill in construction industry for more acceptability .
- Introduce various codes of practices and recommendations as received from the various competent organizations.
- The core investigation technical teams identify the vulnerable prone areas and structures to repairing and restoration .
- Establish mitigation fund within the department
- Regularly capacity building training for staff to be undertaken for vulnerability assessment of critical lifelines and developed mitigation options at the monthly review meeting especially for disasters at the division/sub-Divisions.

## **5.1 During Disaster:**

### **5.1.1 Mechanism for early warning and dissemination thereof:-**

Early warning is “ the provision of timely and effective information, thorough identified institutions , that allows individuals exposed to hazard to take action to avoid or reduce their risk and prepare for effective response .”

The basic idea behind early warning is that the earlier and more accurately we able to predict short and long-term potential risks associated with natural and human –induced hazards, the more likely we will be able to manage and mitigate disasters impact on society, economics and environment. Early warning is very important for non-structural mitigation measure in saving lives and properties of community as it also gives a lead time to evacuate them from the probable affected areas.

The objectives of this early warning is as follows:

- Issue of alert for possible flood, lightning and Storm situation under the jurisdiction of the division with best possible lead time.
- Provide periodic report on status of existing embankments, specific rainfall-runoff of rivers, flood plain zone within this district from the line departments like Water resources Dept.
- Creating an environment of joint participation among all stakeholders viz. CWC, Water Resources Dept., ASDMA, NESAC, District Administration etc. in order to generate actionable product for management of flood.
- Collection of data from Meteorological Dept. regarding rainfall and weather condition.

As part of preparedness measure the Circle has identified several relief camps, unidentified critical danger points and the Early warning messages are disseminated to the Village Level Task force as soon as possible.

# Chapter 6: Capacity Building and Training Measures

To develop and to strengthen the skills and abilities of the various stakeholders like school teachers, police personnel & Gaon Pradhans the following Capacity development plans were taken up

Capacity Development Plan in the DDMP							
Sl No.	Broad Area of Training	Training for which Hazard?	Training purpose	Who will be trained?	No. of Stakeholder involved in the training	Fund Source	Time of the year when the training will be provided (Month)
1	Emergency Management Exercise on Flood	Flood	Create Awareness among teachers,police personel,medical team, social welfare,community partners,line departments	Teachers, police personel,medical team, social welfare,community partners,line departments	DDMA	N/A	March
2	Mock drill on Rescue operation	Flood	Create Awareness among Village persons & Line departments	Village persons & Line departments	DDMA	N/A	March/April

## Department: Fishery

Capacity Development plan in the DDMP							
Sl. No	Broad Area of Training	Training for which Hazard ?	Training Purpose	Who will be Trained	No of stakeholder involved in the training	Fund Source	Time of the year when the training will be provided (month)
1	Aquaculture	Flood	To save the pond and Fish stocks during flood	Fish Farmers (Individual/Community Group)	500 Nos	Nil	March/April/May

Capacity Development Plan in the DDMP							
Sl No.	Broad Area of Training	Training for which Hazard?	Training purpose	Who will be trained?	No. of Stakeholder involved in the training	Fund Source	Time of the year when the training will be provided (Month)
1	School Focal Point Teachers Training on	Cyclone, Flood	Create Awareness among teachers	Teachers	DDMA	N/A	March/April

	school safety						
2	Police personnel training on First Aid & Trauma Management	Cyclone, Flood	Create Awareness among police personnels	Police personnels	DDMA	N/A	March/April
3	Distribution of Emergency Kit among Gaon Pradhans	Cyclone, Flood	Early Warning Dissemination	Gaon Pradhans	DDMA	N/A	March/April

Department : Hojai PHE Division

Capacity Development Plan in the DDMP							
Sl No	Broad Area of Training	Training for which Hazard?	Training purpose	Who will be Trained?	No of Stakeholder involved in the training	Fund Source	Time of the Year when the training will be provided (Month)
1	Natural Disasters	Flood	Awareness & Capacity Building	PHE Staff	DDMA, SDRF etc.	Assam state Disaster Management Authority	June./2023-July/2023
2	Natural Disasters	Storm	Awareness & Capacity Building	PHE Staff	DDMA, SDRF etc.	Assam state Disaster Management Authority	June./2023-July/2023
3	Natural Disasters	Earthquake	Awareness & Capacity Building	PHE Staff	DDMA, SDRF etc.	Assam state Disaster Management Authority	June./2023-July/2023

## Chapter 7: Response and Relief measures

The Response phase of an emergency may commence with search and rescue but in all cases the focus will quickly turn to fulfilling the basic humanitarian needs of the affected population. This assistance may be provided by National/International Agencies and Organizations. Effective coordination of Disaster assistance is often crucial, particularly when many organizations respond and local Emergency Management Agency capacity has been exceeded by the demand or diminished by the Disaster itself.

Early warning response & relief mechanism consists of the Departmental Stakeholders and Gaon Pradhans at the village level. And relief materials are distributed as per govt. norms among the beneficiaries with the help of the stakeholders.

Hazard Specific Responsibility Matrix for emergency preparedness for sudden Disasters						
Basic Details			Response Specific Intervention			
Hazard	Revenue Circles	Whether Early Warning available	Time (D+N) Hrs/Day	Department/Agency/Institution	Activity Type	Details of Activity
Cyclone	Hojai/Lanka/Doboka	Yes	Immediate	ASDMA	Message Dissemination	Whatsapp Messaging .
Flood	Hojai/Lanka/Doboka	Yes	Immediate	WRD	Message Dissemination	Low lying and River Bank's population is alerted.

Department : Hojai PHE Division

Hazard Specific Responsibility Matrix for Emergency preparedness for Sudden Disasters						
Basic Details			Response Specific Intervention			
Hazard	Revenue Circle	Whether Early Warning available	Time (D+n) hrs/Day	Department / Agency/ Institution	Activity Type	Details of Activity
Flood	Hojai	Yes (From DDMA/ Circle)		Respective Site In-charge with staffs of PHED	i) Visit the Flood affected areas immediately (ii) Take the necessary steps for disinfection the affected area (iii) Ensure adequate safe water supply (iv) Providing sanitation in the relief camp as instructed DDMA/Circle	i) Distribution of Chemical packets, Halozen tablets, Bleaching powder, Water pouch in the relief camp and affected area.
Flood	Lanka	Yes (From DDMA/ Circle)				
Flood	Doboka	Yes (From DDMA/ Circle)				

## Chapter 8: Reconstruction ,Rehabilitation and Recovery Measures

**8.1** Rehabilitation and reconstruction assistance is geared towards limiting the need for relief and allowing development activities to proceed. Rehabilitation and reconstruction include measures which help to increase the resilience of food systems in case of future disasters and emergencies.

Summary of Reconstruction Recovery & Rehabilitation							
Sl. No.	Hazard Type	Task	Department/Agency	Activities	Time Period	Cost	Source of Fund
1	Cyclone	Service restoration	APDCL	Restoration	Within 24 hrs.	N/A	N/A
2	Flood	Rescue	SDRF	Rescue	Immediate	N/A	N/A

### Department : Hojai PHE Division

Summary of Reconstruction, Recovery & Rehabilitation							
Sl No	Hazard Type	Task	Department / Agency	Activities	Time Period	Cost	Source of Fund
1	Flood	Damage of PHED Assets	PHED	Restoration of damaged assets will be done by the contractor after receiving the required fund	After receding of flood water of the affected area	As per damaged assets	ASDMA

### Department : Fishery

Capacity Development plan in the DDMP							
Sl. No	Broad Area of Training	Training for which Hazard ?	Training Purpose	Who will be Trained	No of stakeholder involved in the training	Fund Source	Time of the year when the training will be provided (month)
1	Aquaculture	Flood	To save the pond and Fish stocks during flood	Fish Farmers (Individual/Community Group)	500 Nos	Nil	March/April/May

## **8.2. Recovery plan (Rehabilitation & Reconstruction plan):-**

In this phase, the departments will carry out a thorough survey of the damaged infrastructures and vulnerable points. Over the disaster period, the departments prepare plan and estimate considering performance based design aspects as per standard code of practices/seismic point of view for repairing/restoration works of the damaged structures and place it before DDMA for onward submission to the Government for necessary approval of Assam State Disaster Management Authority. Accordingly, the contractors have been engaged to construct the damaged irrigation work as early as possible. The retrofitting /structural strengthening works for weak structures are carried out along with the protection works and bamboo palisading where it is necessary.

## **8.3 Restoration of lifeline & critical infrastructure facilities :-**

Restoration works are experienced as critical infrastructure facilities to the society due to its design, construction, repairing, restoration and its use to lifeline of the society. Besides that, the disasters lead to a higher degree of criticality in connection with the cross drainage works due to its designing, construction, survival and costing. It is also involved with the proper protection works. If an embankment falls in erosion or flood, it damages severely up to its core beyond the surface only. Hence, a thorough survey has been made with this infrastructure prior to monsoon and the repairing /restoration works if any has been carried out immediately. The earth work, palisading and protection works also have been imparted if it seems necessary.



# **Chapter 9: Financial Resources for implementation of DDMP**

With change of paradigm shift in DM from the relief-centric to proactive approach of prevention, mitigation, capacity building, preparedness, response, evacuation, rescue, relief, rehabilitation and reconstruction, effort would be made to mainstream and integrate disaster risk reduction and emergency response in development process, plans and programmes of the Government at all levels. This would be done by involving all the stakeholders –Government organisations, research and academic institutions, private sector, industries, civil society organization and community. DDMA will ensure mainstreaming of disaster risk reduction in the developmental agenda of all existing and new developmental programmes and projects which shall incorporate disaster resilient specifications in design and construction.

## **9.1) DISASTER RESPONSE AND MITIGATION FUNDS**

District Disaster Mitigation funds would be created at the District Level as mandated under section 48 of the Disaster Management Act. The State disaster response funds at the district level would be used by the DDMA towards meeting expenses for emergency response, relief, rehabilitation in accordance with the guidelines and norms laid down by the Government of India and the State Government. The mitigation funds shall be used by the DDMA for the purpose of mitigation

## **6.2) RESPONSIBILITIES OF THE STATE DEPARTMENTS AND AGENCIES**

All State Government Departments, Boards, Corporations, PRIs and ULBS will prepare their DM plans including the financial projections to support these plans. The necessary financial allocations will be made as part of their annual budgetary allocations, and on-going programmes. They will also identify mitigation projects and project them for funding in consultation with the SDMA/DDMA to the appropriate funding agency. The guidelines issued by the NDMA vis a vis various disasters may be consulted while preparing mitigation project.

## **6.3) TECHNO-FINANCIAL REGIME**

Considering that the assistance provided by the Government for rescue, relief, rehabilitation and reconstruction needs cannot compensate for massive losses on account of disasters, new financial tools such as catastrophe risk financing, risk insurance, catastrophe bonds, micro-finance and insurance etc., will be promoted with innovative fiscal incentives to cover such losses of individuals, communities and the corporate sector.

**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
<b>A</b>	<b>Response &amp; Relief [40% of State Disaster Risk Management Fund (SDRMF) i.e. equal to 50% of SDRF allocation for the year]</b>	
<b>1</b>	<b>Gratuitous Relief</b>	
	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.  <b>Note:</b> 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 &amp; 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>
<b>2.</b>	<b>Search &amp; Rescue Operations</b>	
	(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>
<b>3</b>	<b>Relief Measures</b>	
	(a) Provision for temporary accommodation, food, clothing, medical care, Gen-set etc. for	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

	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.
<b>4.</b>	<b>Clearance Of Affected Areas</b>	
	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 <sup>1</sup>	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 <sup>1</sup>	As per the actual cost, based on assessment of need by SEC and recommendation of the Central Team (in case of NDRF).
<b>5</b>	<b>Agriculture</b>	
(i)	Assistance to small & marginal farmers having landholding upto 2 ha	

(A)	<b>Assistance for land and other loss</b>	
	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)	<b>Input subsidy (where crop loss is 33% and above)</b>	
	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)	<b>Input subsidy to farmers having more than 2 Ha of landholding</b>	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.
	<b>Note:</b> 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.	<b>Animal Husbandry - Assistance To Small And Marginal Farmers And Landless Livestock Owners</b>	
	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><b>Note:</b> - 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>

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	<p><b>Explanation:</b> 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 &amp; 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>
<b>7</b>	<b>Fishery</b>	
	<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.
<b>8</b>	<b>Handicrafts/Handloom – Assistance To Artisans</b>	
	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.
<b>9</b>	<b>Locust Control</b>	
	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>B.</b>	<b>Recovery &amp; Reconstruction: (30% Of SDRMF i.e. equal to 37.50% of SDRF allocation for the year)</b>	
<b>10</b>	<b>Housing</b>	
	a) Fully damaged/ destroyed houses and severely damaged houses	

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	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>b) Partially Damaged Houses (Other than huts) where the damage is at least 15%</b>	
	i) Pucca house	Rs. 65,00/- per house
	ii) Kutcha House	Rs. 4,000/- per house,
	<b>c) Damaged/ destroyed huts:</b>	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.
	<b>e) Cattle shed attached with house</b>	Rs. 3,000/- per shed,
<b>11</b>	<b>Infrastructure</b> [Repair/restoration(of immediate nature) of damaged infrastructure]	
	<b>(1) Roads &amp; bridges, which may include the following activities:</b>	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.	
	ii) Repair of breached culverts.	
	iii) Providing diversions to damaged/washed out portions of bridges to restore immediate connectivity.	
	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.	<ul style="list-style-type: none"> <li>➤ Repairs of State Highways /Major District Roads(MDR) <ul style="list-style-type: none"> <li>- in normal areas -- @ Rs. 1.0 lakh /km ;</li> <li>- in hilly areas -- @ Rs. 1.25 lakh /km ;</li> </ul> </li> <li>➤ Repairs of Rural/village Roads with culverts <ul style="list-style-type: none"> <li>- in normal areas -- @ Rs. 60,000/- km ;</li> <li>- in hilly areas -- @ Rs. 75,000 / km ;</li> </ul> </li> <li>➤ Repairs of RCC Culvert/Bridge <ul style="list-style-type: none"> <li>- in normal areas -- @ Rs 60,000 per culvert;</li> <li>- in hilly areas -- @ Rs 75,000/- per culvert.</li> </ul> </li> </ul>

	<p><b>(2) Drinking Water Supply Schemes</b>, which may include the following activities:-</p> <p>i) Repair of damaged platforms of hand pumps/ring wells/spring-tapped chambers/public stand posts, cisterns.</p> <p>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).</p> <p>iii) Repair of damaged pumping machines, leaking overhead reservoirs and water pumps including damaged intake-outtake structure, approach gantries/jetties.</p>	<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><b>(3) Minor Irrigation Schemes</b>, which may include the following activities:</p> <p>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.</p> <p>ii) Repair of weak areas such as piping or rat holes in dam walls/ embankments.</p> <p>iii) Removal of vegetative material/building material/debris from canal and drainage system.</p> <p>iv) Repair of embankments of minor irrigation projects.</p>	<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><b>Note:-</b> 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><b>(4) Power</b> (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"> <li>- Rs.5000/pole;</li> <li>- Rs. 0.50 lakh per km for repairing of damaged LT lines;</li> <li>- Rs.1.00 lakh for replacement of one damaged distribution transformer.</li> </ul>

		(Note:-The above assistance will not be applicable for those items which can be re-used).
	<b>(5) Schools</b> Repair of damaged schools building	As per actual, subject to a ceiling of Rs 2.00 lakh per school.
	<b>(6) Primary/Community Health Centres</b> Repair of Primary/Community Health Centres	As per actual, subject to a ceiling of Rs 2.00 lakh per unit.
	<b>(7) Community Assets Owned by Panchayat</b> 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.
<b>C.</b>	<b>Preparedness &amp; Capacity Building (10% Of SDRMF i.e equal to 12.50% of SDRF allocation for the year)</b>	
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	
<b>D.</b>	<b>State Specific Disasters</b>	
	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 <del>respective window</del> 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>
<b>E</b>	<b>Items Not Covered under SDRF/NDRF</b>	
	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.
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**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.

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# **Chapter 10: Procedure and methodology for monitoring, evaluation, updation and maintenance of DDMP**

## **a) Authority for maintaining and reviewing DDMP.**

DM ACT 2005: Section 31(ii) of the Disaster management act directs the district administration to form a DDMP after consulting the local authorities. The DDMP should be made having regard to NDMP and SDMP.

SDM PLAN: According to the SDMP of Assam, under the preparedness functions of the SOPs of the state government, DDMPs need to be updated annually. SDM POLICY: Disaster prevention, preparedness and mitigation suggests the implementation of DDMPs at the district level.

## **b) Post Disaster Evaluation mechanism**

On Field Verification is being done with the help of Departmental Staffs, Lot Mandals and VLMCC Members to access any Loss after the occurrence of any disaster.

## **c) Schedule for updation of DDMP**

To facilitate updation of DDMP a training programme on Preparation and updation of District Disaster Management plan is being conducted at DDMA .The main objective of this training programme would be to acquaint and involve participants in the process of developing a model multi-hazard Disaster Management Plan. During the training programme, participants will be exposed to various tools and conceptual skills on the formulation of Disaster Management

## **d) Feedback Mechanism for obtaining community feedback.**

A feedback mechanism involving all the stakeholders will be circulated post disaster to access the loopholes in the service delivery mechanism.

## **e) Responsible parties for organizing mock drills.**

Mock drills are arranged from time to time by government /schools,colleges,shopping malls and industrial estates.Fire Brigade participates in mock drills and gives guidance and imparts training to the participants with regard to the use of fire equipment .

## **f) Achievement towards women and child centric emergency preparedness, response, mitigation, rehabilitation and reconstruction etc.**

This is a long-term strategy for sustainable and resilient development to ensure current and future generations can cope with climate change.

With children & women constituting nearly one-third of any population higher intensity natural disasters and climate change are having dramatic impacts on their wellbeing and potential .Women & children are most affected by natural disasters due to their physical and psychosocial vulnerability,disruption of services essential for their development, their high dependency on parents and other caregivers,limited voice and representation.

**g) Resources and schedule for organising mock drills.**

- 1] Civil Defence
- 2] Redcross Society
- 3] SDRF
- 4] Local NGOs.

**h) Procedure for skill upgradation of Personnel involved in DDMP**

- 1] Megaphone distribution to Gaon Pradhans
- 2] Smart Phone distribution along with weather updation via email id to Gaon Pradhans.
- 3] GPS training given to Gaon Pradhans and measurement land area affected.

**i)** Districtal Level Contact Dairy along with resource inventory is updated regularly.

**j)** Nodal Officers contact details are updated on a regular basis.

**k)** After final drafting of the plan, it will be distributed to all the departmental stake holders in hard copy.

**l) Updation of the Training and Capacity Details**

1) School Focal Point Teachers Training on school safety
2) Police personnel training on First Aid & Trauma Management
3) Distribution of Emergency Kit among Gaon Pradhans

# Chapter 11: Coordination Mechanism for Implementation of DDMP

The following table shows the interdependency and co-ordination mechanisms to be followed in different phases of Disaster Management.

Co-ordination Matrix							
Hazard	Co-ordination	Subject of Co-ordination	Specification of the entitle (Which department/ agency etc.	Nature of Co-ordination during different DM Phase			
				Preparedness Phase	Response Phase	Mitigation Phase	Recover and Reconstructi on Phase
	Inter Department Co-ordination	Schematic Phase of Disaster Management	DDMA	Training to Department al Staff and Volunteers	Passing on Vital Informati on	Trainings and Mock Drills	Utilization of Fund for restoration.
	Intra Department	Relief Operation	Irrigation, PHED, Social Welfare, P&RD, Health etc.	Preparation of Pre Flood action plan	Co-ordination with DDMA	Intra Department al Mock Drills	Proper utilisation of Manpower and resources.
	Inter Block	Block Disaster Management Committee	P&RD	Preparation of Pre Flood action plan	Co-ordination with CDMC	Inter Department al Mock Drills	Proper utilisation of Manpower and resources.
	Inter Villages	Village Task Force	Circle Office	Awareness generation among rural population	Co-ordination with Circle Office	Preparation of Volunteers & QRTs	Provide Real Time information.
	Intermediate level (Zila Parishad, ULB's etc.)	Ward Disaster Management Committee	Municipali ty & ZPC	Clearing of Drains	Co-ordination with Authority	Proper Monitoring of Building Codes	Laison with JCB/Dumpe r Owners
	State level agencies	Information Desimination	ASDMA	Warning Message Desiminati on	Co-ordination with Higher Authority	Training and Mock Drills	Provide Real Time information.

	NGO's/CBO's/VOA's /SHG's etc.	Nil	Nil	Nil	Nil	Nil	Nil
	UN agencies	Nil	Nil	Nil	Nil	Nil	Nil

### Department : Hojai PHE Division

Co-ordination Matrix							
Hazard	Co-ordination	Subject of co-ordination	Specification of the entity (which department/ Agency etc)	Name of co-ordination during different DM Phase			
				Preparedness Phase	Response Phase	Mitigation Phase	Recover and Reconstruction Phase
Flood	Inter Departmental Co-ordination	Coordinate with Circle & DDMA staffs	PHED	Participant in CDMC meeting & DDM meeting	Relief camp management	i) Distribution of chemical packets, lime, halozen tablets, bleaching powder, water pouch, Alum in the relief camp and affected area.	Damaged assesment of PHED and submitted the proposal to the Circle level task force
Flood	Intra Departmental						
Flood	Inter Block						
Flood	Inter Villages						
Flood	Intermediate level (Zila Parishad, ULBs' etc)						
Flood	State Level agencies	Reporting of Daily Flood situation					
Flood	NGOs'/ CBO's/ VOA's / SHG's etc.	Coordinate with NGO/SHG etc.		Arrangement of meeting for discussion with NGO/SHG etc.	To Support PHED		
Flood	UN Agencies	---	---	---	---	---	---



## Department : Fishery

Co-ordination Matrix							
Hazard	Co-ordination	Subject of Co-ordination	Specification of the entity ( Which department / agency etc)	Nature of Co-ordination during different DM phase			
				Preparedness Phase	Response Phase	Mitigation Phase	Recover and Reconstruction Phase
Flood	Inter Departmental Co-ordination	Awareness program	DDMA	Awareness and Training to the Fish farmers	NA	NA	NA
	Intra Departmental	NA	NA	NA	NA	NA	NA
	Inter Block	NA	NA	NA	NA	NA	NA
	Inter Villages	NA	NA	NA	NA	NA	NA
	Intermediate level (Zila parishad. ULB's etc)	NA	NA	NA	NA	NA	NA
	State Level Agencies	NA	NA	NA	NA	NA	NA
	NGO's/ CBO's/VOA's/SHG's etc	NA	NA	NA	NA	NA	NA
	UN agencies	NA	NA	NA	NA	NA	NA

# Chapter 12: Standard Operating Procedure (SOPs) and Checklist

## 12.1. SOP of Hojai District:

To reduce the vulnerability of disaster, the District has to work out in planned and integrated manner with all the govt. departments, agencies and people. The planned and integrated approach is only possible when we will have clarity of our roles during different cycles of Disaster management i.e. Pre disaster Phase, disaster phase, post disaster phase. Therefore keeping in view the SOP of different stages of disaster management cycle is to be prepared by all govt. departments and the same is to be incorporate in the respective departmental plan.

The SOP formulated by Revenue and Disaster Management Department and Assam State Disaster Management Authority and the DDMA is the implementing authority at the District level shall be as follow:-

### A. Chairman, District Disaster Management Authority:

#### **Before Disaster**

- 1) Prepare District Disaster Management Plan and disseminate to different departments, agencies, volunteers and community groups.
- 2) Ensure basic facilities for personnel who will work at district level for disaster response.
- 3) Review the preparedness level in the district twice a year and advice corrective steps in case of any weakness.
- 4) Ensure preparation and maintenance of updated inventory of personnel, aid material and equipment.
- 5) Ensure training of teams of volunteers for disseminating disaster warnings to the field level and also for evacuation, search, rescue, relief and rehabilitation operations.
- 6) Ensure availability of communication and transport facilities for delivery of warnings and relevant material to field personnel.
- 7) Ensure drills on disaster preparedness by the people of disaster prone areas for acquiring knowledge and consciousness of such preparedness in coordination with concerned departments, local administrative agencies and Afghanistan Red Crescent Society.
- 8) Identify high risk areas and populations and prepare vulnerability profiles, resource profiles and contingency plans for them.
- 9) Organize survey of buildings and installations for using as shelters/relief centers during disaster times.
- 10) Ensure state of readiness and operational status of facilities designated to serve as shelters.
- 11) Help all the circles with additional resources for disaster preparedness, if necessary.
- 12) Arrange sufficient medical assistance for post-disaster medical treatment and control of Contagious diseases and ensure stock of essential medicines.

### **Alert and Warning stage**

- 1) Maintain contact with forecasting agencies and gather all possible information regarding the alert.
- 2) Ensure that all concerned in areas likely to be affected by imminent disaster receive warning signals and respond accordingly.
- 3) Inform members of District Disaster Management Committee.
- 4) Maintain contact with provincial EOC.
- 5) Instruct all concerned to remain in readiness for responding to the emergency.
- 6) Advise concerned officials to carry out evacuations where required, and to keep transport, relief and medical teams ready to move to the affected areas at a short notice.

### **During Disaster**

- 1) Convene meeting of District Committee on Disaster Management.
- 2) Conduct Rapid Assessment and launch Quick Response.
- 3) Keep State EOC informed of the situation

### **After Disaster**

- 1) Organize initial and subsequent technical assessments of disaster affected areas and determine the extent of loss and damage and volume and nature of relief required.
- 2) Keep the District Disaster Management Committee and the State EOC informed of the situation.
- 3) Ensure supply of food, drinking water, medical supplies and other emergency items to the affected population.
- 4) Request state government for assistance if the District Disaster Management Committee deems the situation to be beyond the capacity of the district to manage.
- 5) Visit and coordinate the implement of various relief and rehabilitation programmes.
- 6) Coordinate the activities of NGOs in relief and rehabilitation programmes

## **B. Department of Revenue and Disaster Management:**

To oversee the Disaster Management activities, in the event of flood or any other disaster, the Hojai district has been divided into 3 (Three) zones headed by the Circle Officer as Zonal Officer for each zone. The Zonal Officers will be responsible for coordinating with all the Officers, materials and resources under each zone. The District Commissioner Hojai will co-ordinate with all the zones and the Govt.

**Before the Flood :-**

- 1) Precautionary measures will be taken before the flood and those will constitute activities of the period before flood. Symptoms like incessant rain in catchments, hill areas and rising of water level at Jamunasheet etc. are the indicators of occurrence of flood in this district. Water Resources Department is directed to keep strict watch and submit report immediately in case of any such symptoms to take necessary action by different departments.
- 2) All Zonal Officers are also directed to identify high locations where rescue operations may have to be carried out and to ascertain before hand that sufficient members of boats are available for the purpose. The rescue plan along with requirement of additional boats/ speed boats must be submitted to the District Commissioner, Hojai

**During the Flood :-**

- 1) The jobs to be performed by various Govt. Officials and availability of resources will form the main activities during the flood/ disaster. Rescue and Relief teams will be pressed into action during this stage as per Zone wise Action Plan. During that time, no Govt. Official will leave the Head Quarter without prior permission of the District Commissioner.
- 2) During flood all Zonal Officers shall sent a W.T. Message to the District Commissioner at the end of the each day indicating no. of Trucks/ Vehicles/ Boats etc. required requisitioned, amount of G.R. distributed, approximate population covered, area affected and location where Relief camps has been set up total affected families, population both adult and minor etc.

**Post Flood Situation :-**

- 1) Post flood management activities will include rehabilitation of the affected people, health care and hygiene, animal health care, supply of seeds, seedlings safe drinking water , supply of water purifier etc.
- 2) All Zonal Officers are directed to submit A.P.R.s. for G.R. materials distributed within 7 days after distribution and proposal of R.G. within 10 (Ten) days. As soon as distribution of G.R. is over the prepared list of affected people must be read out in presence of local leading Citizens. P.R.I.'s representative of the areas.

**SMOOTH AND SPEEDY RELIEF WORKS :-**

- (1) All Zonal Officers with their Circle Level Committee will decide and find out ways and means for smooth and speedy distribution of relief materials to the flood affected people so that all possible delays and difficulties can be avoided. Safe places for storing relief materials may also be arranged in advance.
- (2) As regards arrangement of country boats locally, the Chief Executive Officer, Zila Parishad, Hojai (with the help of G.P. President) will furnish the list of such boats available alongwith the name, address etc. of the owners.
- (3)The local Head of I.W.T. and Forest Department are directed to keep adequate no. of Machine Boats/ Rubber Boats ready after proper repairing where necessary. In case of short fall, they are directed to take up the matter with their higher authority. Action taken report must be submitted to the District Commissioner.
- (4)During alarming situation of flood for rescue operation and distribution of relief materials services of Govt. Officials including the school teachers may be utilized by the Zonal

Officers for saving the lives and property of the public.

### **C. Department of Public Health:**

#### **Non Disaster Time**

1. Carry out and disseminate a risk evaluation of the population.
2. Develop a district plan on emergency preparedness and response within the health sector.
3. Develop policy framework for the department.
4. Ensure adequate availability of Emergency Health Kits in high risk areas
5. Train volunteers on emergency preparedness programmes such as first aid and preventive measure against diseases in disaster prone areas.
6. Prepare a list of medical and paramedical personnel in disaster prone areas and disseminate it to concerned administrators.
7. Establish and operate an early warning system for health threats based on the routine health information and in collaboration with other departments.

#### **Alert and Warning Stage**

- 1) To ensure pre-positioning of Emergency Health Kits and Personnel.
- 2) Assess health infrastructure
- 3) Assess likely health impacts and share with District Disaster Management Committee for planning purpose

#### **During Disaster**

- 1) Mobilize medical teams and paramedical personnel to go to the affected areas as part of the Rapid Assessment and Quick Response Teams.
- 2) Provide medical assistance to the affected population.
- 3) Carry out technical assessment on health infrastructure availability and need

#### **After Disaster**

- 1) Remain vigilant about outbreak /possibility of any epidemics and take effective steps against them.
- 2) Send report of health related activities in affected areas to the province for planning purpose.
- 3) Constituted 1 (one) control room in each block PHC for imparting the medical aids and maintain records, situation report etc under Hojai District.

## **D. Department of Police and Fire:**

<b><u>Non-Disaster Time</u></b>
<ol style="list-style-type: none"><li>1) The Superintendent of Police is the Focal Point for the Department.</li><li>2) Impart training to the members of Police Force in first aid, evacuation, rescue and relief operations.</li><li>3) Identify the 'High Risk' and 'Risk' areas for different disasters and instruct the existing police installations located in those areas for keeping themselves in readiness for undertaking emergency rescue, evacuation relief operations.</li><li>4) Coordinate the wireless frequency of Police with the wireless network of other departments.</li><li>5) Train volunteers from among citizens, voluntary organizations.</li></ol>
<b><u>Alert And Warning Stage</u></b>
<ol style="list-style-type: none"><li>1) Establish the Disaster Control Room at District level.</li><li>2) Arrange drills for fire extinguishing, rescue, evacuation and transportation of injured persons and prepare coordinated Action Plans in cooperation with concerned local agencies.</li><li>3) Maintain communications with the police installations in the areas likely to be affected by disaster.</li><li>4) Instruct all concerned to accord priority to disaster related wireless messages if required by appropriate officials.</li><li>5) On receipt of directives from the District Governor for evacuation - organize personnel and equipment for evacuation and undertake evacuation operations.</li></ol>
<b><u>During Disaster</u></b>
<ol style="list-style-type: none"><li>1) Carry out search &amp; rescue operations.</li><li>2) Set up emergency evacuation shelters, and transport affected people to the shelters</li><li>3) Carry out fire fighting operations</li><li>4) Maintain law and order, especially during relief distribution.</li><li>5) Keep close watch for any criminal and anti-state activity in the area.</li></ol>
<b><u>After Disaster</u></b>
<ol style="list-style-type: none"><li>1) Arrange security of government property and installations damaged in a disaster.</li><li>2) Participate in damage and need assessment.</li><li>3) Coordinate with other offices of Ministry of Interior for traffic management in and around damaged areas.</li><li>4) Assist the local administration in putting a stop to theft and misuse in relief operation.</li></ol>

## **E. P.W.D. Division**

<b><u>Before Disaster:</u></b>
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To identify the flood prone areas/stretches and to take appropriate measure.

- 1) Frequent visits to all vulnerable portion of roads, bridges etc. likely to be damaged by flood to be maintained as precautionary measure.
- 2) Un-interrupted communication to all roads etc. during the period of flood is to be maintained.
- 3) Clearing all cross drainage works such as home pipe culverts etc. through M.R. labourers.
- 4) All field officers are directed to remain alert and not to leave head quarter without prior permission from the competent authority.
- 5) Strict vigilance and maintenance of flood protection work in collaboration with the civil and police authority by the field staffs are instructed accordingly. Also concerned AEE's are requested to obtain the flood assessment report and submit the same to this office accordingly to take further action from this end.

#### **During Disaster:**

- 1) Provide assistance to the damage assessment teams for survey of damage to roads infrastructure.
- 2) Take steps to clear debris and assist search and rescue teams.
- 3) Provide sites for rehabilitation of affected population
- 4) Collate and disseminate information regarding operational and safe routes and alternate routes, fuel availability etc. to personnel operating in the field.
- 5) Launch repair missions for damaged critical infrastructure and routes.
- 6) Take steps for prompt removal of uprooted trees on the roads.

#### **After Disaster:**

- 1) Carry out detailed technical assessment of damage to public works.
- 2) Assist in construction of temporary shelters.
- 3) Organize repairs of buildings damaged in the disaster
- 4) Prepare detailed programmes for rehabilitation of damaged public works.
- 5) Arrange technical assistance and supervision for reconstruction works as per request.
- 6) Assess damage to transportation infrastructure.
- 7) Take steps to ensure speedy repair and restoration of transport links.

### **F. Department of Agriculture**

#### **Non Disaster Time**

- 1) Undertake extension measures relating to the latest result of research available from AAU etc. on already released varieties including flood tolerant varieties and other cultural practices for agriculture in the affected areas.
- 2) Advise the dates after which sowing, transplanting should not be undertaken and advise on suitable cropping patterns.
- 3) Assessment of the acreage under crops and number of cultivators to be affected in each of the areas.

- 4) Prepare block-wise agricultural maps showing areas under different crops in the generally flood affected areas.
  - 5) Assess requirement of seeds, seedlings, manures etc. for grants, tools and plants for emergency relief works.
  - 6) Make arrangements for raising seedlings in specific government agricultural farms, nurseries etc.
- Other measures as per ARM-1976.

#### **During Disaster:**

- 1) Alert all sub-ordinate officers and staff on receipt of warning.
- 2) Check stock of seeds, manures, implements etc. and make arrangements for raising seedlings.
- 3) Draw a tentative programme for emergency relief works.
- 4) Arrange distribution of agricultural inputs in consultation with the district administration.
- 5) Render technical guidance to the needy cultivators for salvage and protection of surviving crops and raising of such varieties of crops as may be suitable during the season or in the next crop season.
- 6) Arrange for spraying of pesticides wherever necessary.
- 7) Constantly visit the affected areas to ensure effectiveness of agricultural relief and rehabilitation measures.

#### **After Disaster**

- 1) Restore the tools and plants.
- 2) Repair the damaged tools and plants
- 3) Dispose off Undistributed seeds and manures etc., which cannot be kept for use beyond a particular crop season.

### **G. A.H. & Vety. Department:**

#### **Non Disaster Time**

- 1) Visit to generally flood affected areas
- 2) Assess requirement of veterinary measures to be taken in affected areas and arrange for VAS, VFA and other staff, equipment, medicines, Vaccines, disinfectants etc., materials for opening first aid centers and camp dispensaries.
- 3) Locate suitable high places for sheltering livestock.
- 4) Mobilize two or more veterinary teams at the district HQ for emergency relief work.
- 5) Keep at prescribed scales or essential equipment, medicines, vaccines, disinfectants in every hospital, dispensary, first aid center in the affected areas.
- 6) Arrange for fodder from livestock fodder farms or from other sources.
- 7) Arrange for prevention of widespread disease in epidemic form amongst animals.
- 8) Assist the district administration in arranging with local traders for supplying animal feed at reasonable price if required.
- 9) Prepare veterinary map showing hospital, dispensaries, first aid center, AI sub centers and cattle population covered by each of these institutions.
- 10) Arrange for short duration training course in veterinary medical care and prevention



of epidemic among animals for staffs.

11) Arrange for sufficient IEC materials for public awareness.

**During Disaster:**

- 1) Alert the subordinate Officers and field staff on receipt of warning.
- 2) Check and arrange personnel, stores, equipment, vehicles etc. and draw up tentative programme of emergency relief works.
- 3) Visit the flood affected areas immediately with a veterinary relief team and start relief measures.
- 4) Arrange with the help of district administration shifting of livestock to suitable high grounds.
- 5) Open additional first aid centers and camps, dispensaries if necessary.
- 6) Constantly visit the flood affected areas and ensure effectiveness of the measures taken.

**After Disaster**

- 1) Restore equipment and stores.
- 2) Repair or replace Damage equipment.
- 3) Arrange for disposal of balance medicines or replenished stock of medicine and stores.
- 4) Take steps for repair of damaged veterinary buildings.

**H. Municipal Board**

**Non-Disaster Time :**

- 1) The Liaison officer in the Department will take precautionary steps for the protection of Govt. Property within this Town against possible loss & damage during disaster.
- 2) He will instruct to formulate guidelines for safe construction.
- 3) He will organize periodic training of Engineers & other construction & non-construction personnel on disaster resistant.
- 4) He will instruct to carryout survey of condition of all Buildings & Roads within the Municipal Area.

**Alert and Warning Stage :-**

- 1) Instruct all officials at construction sites to keep manpower and materials prepared for protection and repair of public works including search & rescue facilities.

**During Disaster :-**

- 1) Provide assistance to the damage assessment teams for survey of damage to roads, buildings etc. within Municipal Area.
- 2) Take steps to clear debris and assist search & rescue teams.
- 3) Provide sites for rehabilitation of affected population.
- 4) Launch repair missions for damaged public properties.
- 5) Take steps for prompt removal of uprooted trees on the roads.

#### **After Disaster :-**

- 1) Carry out detailed technical assessment of damage to the properties within Municipal Area.
- 2) Assist in construction of temporary shelters.
- 3) Organize repairs of buildings damaged in the disaster.
- 4) Arrange technical assistance and supervision for reconstruction works as per request.

#### **Water Resource Department:**

##### **Pre-Disaster**

- 1) Visit to generally flood affected areas and classify the different areas and localities of the district on the basis of vulnerability.
- 2) Re-prepare and update the map if there be any change in classification of areas shown in the map prepared for generally flood affected areas and location of flood protection structures.
- 3) Digging of link drains and other drains to prevent water congestion in localized depressions.
- 4) Construction of bunds or repair to bunds to protect agricultural lands against floods.
- 5) Prepare detailed plans and estimates for works as per requirement.
- 6) Render necessary technical assistance to the District Administration in execution of works.
- 7) Prepare tentative list of flood control personnel for flood fighting, patrolling on embankments, dykes and other flood protection structures.
- 8) Arrange tools & equipments and other flood fighting articles and store in suitable places.
- 9) Arrange materials to be stored in the temporary sheds at the worksite for workers for round the clock vigil.
- 10) Complete short-term emergent flood protection measures such as drains, closing of breaches, construction of retirement bunds, anti-erosion measures etc.

##### **During-Disaster**

2) Start vigorous patrolling along embankments, dykes and other flood protection structures as soon as the river reaches one metre of the danger level. 3) Keep close touch with the District Administration. 4) Examine physical conditions of the embankments, dykes and ensure any leakage, seepage are promptly attended to. 5) Take protective measures without loss of time in case of any sign of breach. 6) Digging of link drains and other drains to drain outstanding floodwater after floodwater recedes. 7) Finalize and start labour-oriented departmental works for test-relief in consultation with the District Administration.
<b>Post-Disaster</b>
1) Restore tools, equipments, vehicles and other stores. 2) In case of breach of embankments steps are taken immediately to restrict the breach gap from being widen by end protection 3) If possible closing of breach on temporary basis is taken up just after reduction of the flood waves. 4) Repair and replace damaged tools and equipments

## **12.2 Relief Measures**

### **12.2.1 GRATUITOUS RELIEF (GR):**

District Commissioner will within the scales prescribed in Appendix XV & XVI, grant gratuitous relief in cash and kind to the deserving affected people. The items to be distributed (or cash for purchase) are provisions for temporary accommodation, food, provision for emergency supply of drinking water/ clothing, utensil/household goods (if houses have been washed away/fully damaged/severely inundated for more than a week) & fodders for cattle. Details of the GR issued are to be displayed in a notice board in the Relief camp for public information & maintenance of transparency. District Commissioner will arrange proper distribution of relief articles received as donation in kind among the deserving affected people through the official and non-official agencies.

District Commissioner will arrange for taking care in the relief centres in respect of the infirm, destitute, orphans, children and expectant /nursing mothers, through the assistance of the distribution social welfare officer.

Supply of cooked food should generally be discouraged. District Commissioner will arrange supply of cook 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 in Appendix XV.

Revised list of items and norms of assistance from State Disaster Response Fund (SDRF) and National Disaster Response Fund (NDRF) for the period 2015-10 is given in Appendix-XVI. (Assam DM Manual)

### ***12.2.2 REHABILITATION GRANT (RG):***

District Commissioner has been entrusted the authority to sanction Rehabilitation Grant (RG) to the families affected by natural calamities vide Notification No.FEB.342/2012/1 (B/S) dated 26<sup>th</sup> November 2012. He /She will provide RG as per the guideline of State Disaster Response Fund (SDRF) to the families who have lost their houses in fire or any recognized calamities as per the SDRF norms.

### ***12.2.3 EX GRATIA:***

District Commissioner, will provide Ex-gratia to the next of kin of any of persons killed in any recognized natural calamities or pay ex gratia to the injured persons as per the existing norms of assistance of State Disaster Response Fund (SDRF).

For the cases of extremist /terrorist violence/Police firing/Bomb Blast/ kidnapped by extremist etc. Ex-gratia will be paid as per the various existing notifications in this regard.