

From

Director General Health Services, Haryana  
Panchkula.

To

All Civil Surgeons in  
Haryana State.

Memo No. 22/2/PH/2023/ 287-308

Dated:- 15-05-2023

**Sub:- Advisory in the anticipation of ill effect of flood for the year 2023.**

Kindly refer the subject cited above.

As per the directions received from Department of revenue & Disaster Management, Govt. of Haryana vide letter no. DMC-PO-I-2023/2585 dated:-05/05/2023, you are requested to take the action regarding Flood preparedness measures in the State for the year 2023. The advisory regarding ill effect of the flood situation in the State of Haryana is enclosed herewith for your further necessary action. You are directed to send the action taken report to this office immediately after receiving the letter/email.

**Enclosed:- As per above.**

d/c

  
15/5/2023  
Deputy Director (PH)

O/o Director General Health Services, Haryana

Memo No. 22/2/PH/2023/ 309-344

Dated:- 15-05-2023

A copy is forwarded to the following for information and necessary action:-

1. Principal Secretary to Govt. of Haryana, Finance Department, Haryana.
2. Principal Secretary to Govt. of Haryana, Revenue Department, Haryana.
3. Additional Chief Secretary, Health Department, Haryana.
4. Commissioners Ambala, Rohtak, Gurugram and Hisar Division.
5. All Deputy Commissioners in the State of Haryana.
6. Secretary, Red Cross, Haryana, Chandigarh.
7. Director of Information, Public Relation and Languages, Haryana, SCO No. 200-201, Sector-17C, Chandigarh.
8. Director Urban Development Authority, SCO No. 20, Sector-7C, Chandigarh.
9. State Emergency Operation Centre New Financial Court, Ground Floor, New Secretariat Building, Haryana, Sector-17, Chandigarh.
10. Deputy Director, IT Cell, O/o DGHS for uploading on department website.

d/c

  
15/5/2023  
Deputy Director (PH)

O/o Director General Health Services, Haryana



Flood Matter

Memo No. DMC-PO-I-2023/2585  
Chandigarh, dated the 05.05.23

To

1. The Director General of Police, Haryana, Panchkula
2. The Managing Director, Haryana Vidyut Parsaran Nigam, Panchkula.
3. The Director General, Urban Local Bodies, Haryana Panchkula
4. The Director General, Health Services, Haryana Panchkula.
5. The Director General, Animal Husbandry, Haryana Panchkula.
6. The Director, Food Supplies 30-Bays Building, 2<sup>nd</sup> Floor/17, Chandigarh
7. The Chief Administrator, Haryana Sehri Vikas Pradhikaran, Complex /6, Panchkula
8. All the Divisional Commissioners in the State
9. The Engineer-in-Chief, Irrigation, Haryana Panchkula.
10. The Engineer-in-Chief, PWD (B&R), Haryana Panchkula.
11. The Engineer-in-Chief, PHE, Bay 13-20/4, Panchkula.
12. All the Deputy Commissioners in the State

**Subject: - Flood preparedness measures in the State for the year 2023.**

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As you are aware, the monsoon season is approaching in the State. Considering the vulnerability of the State towards flood situation, it is important to initiate requisite flood preparation and mitigation measures to address floods well in time. In particular, various flood preparedness activities have been identified and is sent herewith for further necessary action. You are, therefore, requested to ensure the implementation of these flood preparedness activities to minimize the impact of floods in the State. Action taken report in this regard may be sent to this office within a week positively.

*Mahboob Khan*  
Superintendent (SDMC)

for Financial Commissioner Revenue & Additional Chief Secretary to Govt.,  
Haryana, Revenue & Disaster Management, Department

## Activities for Flood Preparedness

Department wise flood preparedness activities have been identified which are given below. It is also mentioned here that all the flood preparedness activities should be supervised by the concerned Deputy Commissioner.

✓ Activities related to Revenue Department /Office of Deputy Commissioner

1. **Trainings and Mock Drills** - Imparting trainings to all the concerned officers and staff on disaster management, SOPs etc shall be ensured. Trainings will be succeeded by mock drills particularly to test the preparedness to respond to Floods.
2. **Flood Control Room** -Setting up of Flood Control Room w.e.f. 15<sup>th</sup> May, 2023 in all the Districts of the State and intimate the Telephone Number/Fax number, location of Flood Control Room, Name and Designation of Nodal officer concerning floods along with his/her telephone/fax No. and E-mail address to the State. Daily basis report till 9 P.M should be send by the District Administration to the State control room every morning by 10 a.m.
3. **Inspection-** Inspection of Relief Stocks, Rescue Equipments and submit report to the Government.
4. **Evacuation Plan-** Prepare an evacuation plan for the flood prone areas.
5. **Joint Inspection** - Conduct Joint Inspection of flood prone areas in the district.
6. Inspect, Repair and Check culverts on railway lines in liaison with railways.
7. **Flood Control Order-** Preparation and review of Flood Control Order as per the format provided vide this office letter no ER-CBO-2015/4584 dated 17.04.2015. The updated Flood Control Order should be submitted at the State level by 31st May, 2023.
8. Circulation of Flood Control Order to all concerned offices, officers and Staff.
9. **Liaison-** Establish Liaison with army, railways, voluntary agencies, NGO's at local level.
10. Posting of Staff required for duty in flood affected areas touring and familiarizing with the area under charge of each of the officers in coordination with the concerned departments.
11. **Search and Rescue Teams-** The village level committee of concerned Patwari, Gram Sachiv, ANM, Asha Worker, Anganwari Worker and concerned Teacher of the school may be constituted for rural area and similar teams consisting of Councilors concerned Patwari, ANM, Anganwari worker, concerned Teacher, Tehsildar/Naib Tehsildar be constituted for the cities.

12. **Temporary Shelters & Relief Camps-** Identify the Safe School buildings/ Dharamshalas and other community structures for organizing relief camps for person evacuated from low lying areas. Review the adequacy of these shelters in the district. So, that those could be used in the event of floods for relocating peoples where seems necessary.
13. **Pre- Contract-** Prepare a list of relief material required in bulk during emergency response based on past experiences. It is also advised to enter into pre contract for the items which are not available within your jurisdiction to ensure the timely available of relief items.
14. **Coordination-** Co-ordination with the adjoining district and state be got made on daily basis so that advance information about the floods could be received well in time.
15. **Identification of Nodal Officers-** Prepare a list of nodal officer in various departments of the district. The name, designation, telephone nos, Fax no and Email Address of identified nodal officer is to be prepared, printed and circulated to all concerned.

✓ **Activities related to Irrigation Department**

16. Inspect & strengthen all flood protection embankments, ring bunds and other bunds.
17. Inspect all drains, link drains through responsible officers & remove congestion.
18. Test Pump Houses & Mobile pumps and complete necessary repairs.
19. Complete all ongoing works on link drains, ring bunds.
20. Stock sufficient quantities of sand bags, ballies & material at (a) all villages protected by ring bunds (b) flood protection works.
21. Check Flood Warning Systems.
22. Inspect, Repair and Check culverts on canals.
23. The State/District authorities to be fore-warned 02-03 days before a river actually start rising at particular place after watching the rain and the inflow in the rivers.
24. To check all the vulnerable & problem points which cause flooding during the previous year.

✓ **Activities related to PWD (B&R) Department**

25. Inspect & strengthen & repair all approach roads to villages to ensure that the roads will remain open during floods.
26. Inspect & strengthen and repair all culverts on village approach roads so that drainage is not obstructed.

27. Inspect, Repair and Check culverts on highways and district roads.

✓ **Activities related to Police Department**

28. Identify and organise Police Patrolling on canal banks, embankments, roads etc which are usually cut by villagers during floods.

29. Provide mobile wireless sets to villages likely to be cut off.

30. Check and Repair communication, teleprinters and wireless systems.

✓ **Activities related to Health Department**

31. Stock sufficient quantity of Medicines and other medical stores at appropriate points

✓ **Activities related to Animal Husbandry Department**

32. Stock sufficient quantity of vaccine for cattle at appropriate points.

✓ **Activities related to Public Health Department/ HUDA/ Urban Local Bodies**

33. Stock sufficient quantity of Bleaching powders for disinfecting wells.

34. Supply of safe drinking water during crisis and transportation of drinking water.

35. Arrange adequate number of Pumps/hand pumps in villages/cities/town where wells/areas are likely to be flooded

36. Inspect Sewerage and storm channels of cities / town, remove congestion and obstructions, if any, and render them suitable for use in case of flooding.

✓ **Activities related to Power Department**

37. Inspection of Transmission lines, Electric poles etc. to ensure safety of people in flood marooned areas.

✓ **Activities related to Food & Supplies Department**

38. Identification of areas where floods are likely to cut off people from supply of essential commodities and making appropriate arrangements to ensure supply of food grains, kerosene oil, salt, edible oil and other necessities until the flood recede.

39. Any other activities which may help in mitigate the flood.

## Format for Flood Control Order

Sr. no. of Chapters	Chapters Name																																
1.	<p><b>Introduction</b></p> <p>1.1 Geographical setting of the district.</p> <p>1.2 Administrative setup of the district.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 25%;">Assembly Constituencies</th> <th style="width: 15%;">Sub-Division</th> <th style="width: 15%;">Tehsil</th> <th style="width: 15%;">Blocks</th> <th style="width: 20%;">No. of villages Block wise</th> <th style="width: 20%;">Municipal Corporation/Committee/Council</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>1.3 Land use pattern of the district.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 70%;">Land Use pattern of the District</th> <th style="width: 30%;">Area ( in hectare)</th> </tr> </thead> <tbody> <tr><td>Total Geographical area</td><td> </td></tr> <tr><td>Forest area</td><td> </td></tr> <tr><td>Land under non-agricultural use</td><td> </td></tr> <tr><td>Permanent pastures</td><td> </td></tr> <tr><td>Cultivable waste land</td><td> </td></tr> <tr><td>Barren and uncultivable land</td><td> </td></tr> <tr><td>Current fallows</td><td> </td></tr> <tr><td>Other fallows</td><td> </td></tr> <tr><td>Land under Misc. tree crops and groves</td><td> </td></tr> </tbody> </table> <p>1.4 Rainfall pattern of the district</p> <p>1.5 Detailed map of the district.</p>	Assembly Constituencies	Sub-Division	Tehsil	Blocks	No. of villages Block wise	Municipal Corporation/Committee/Council							Land Use pattern of the District	Area ( in hectare)	Total Geographical area		Forest area		Land under non-agricultural use		Permanent pastures		Cultivable waste land		Barren and uncultivable land		Current fallows		Other fallows		Land under Misc. tree crops and groves	
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5.	<p><b>Flood Action Plan</b></p> <p>5.1 Set up of flood control room (Detail list along with telephone no's and In charge name )</p> <p style="margin-left: 20px;">(a) Activities of Flood Control room</p> <p>5.2 Pre- flood Inspection</p>																																

5.3 Flood Warning system

Sr. No.	Location	Contact No. of in charge/nodal officer	Details/remarks

5.4 Police Control Rooms

Sr. No.	Location	Contact No. of in charge/nodal officer	Details/remarks

5.5 Ring bunds

5.6 Responsibility of various concerned departments before, during and after flood

- (a) Arrangements of filled Sandbags, kassies and tokries( along with telephone No and in charge name)
- (b) provision of dewatering operation of flood/rain water ( along with telephone no and In charge name)
- (c) Provision of distribution of essential commodities (like wheat, rice, sugar etc to the flood affected people)
- (d) Provision of Health coverage to affected population
- (e) Provision of Drinking water
- (f) Preventive steps for the care of livestock's population during flood
- (g) Communication information regarding flood situation
- (I) Set up of mobile wireless stations.
- (h) Zonation of flood prone areas(Detail list along with telephone no's and In charge name )
- (i) Relief and evacuation centre (Safe School buildings/ dharmshala & other community structures be identified for relocating people in case of need)
- (j) Provision of funds for carrying out relief operations
- (k) Constitution of Village Disaster management committee ( In the chairmanship of village sarpanch ,members including patwari, gram sachiv, ANM, Asha worker, anganwadi worker and concerned teacher of the school)
- (l) Constitution of Block Disaster Management Committee
- (m) Liaisons with the army authorities for air dropping of food and other essential items ( Telephone no's and In charge name )
- (n) Liaison with National Disaster Response Force

6. **Flood relief equipments and trained personnel in the district.**

6.1 List of flood equipment available within the district.

Sr. No.	Name of equipment	Quantity	Condition	Name and No of Contact person

6.2 List of JCB available within the district.

Sr. No.	Name/ details of equipment	Quantity	Condition	Name and No of Contact person

6.3 List of dewatering pumps available within the district.

Sr. No.	Name/ details of equipment	Quantity	Condition	Name and No of Contact person

6.4 List of officials trained in OBM Operation

6.5 List of Divers available in the District (Along with telephone numbers)

6.6 List of Home Guards Officials trained in flood relief measures

7. **Important telephone No's**

7.1 List of Sarpanch, Chowkidars, Patwaris, Lambardars, Gram Sachivs of villages (along with telephone numbers)

7.2 List of Nehru Yuva Kendra (NYKS) of vulnerable villages. (Along with telephone numbers)

7.3 List of NGO's along with telephone numbers

7.4 Contact detail of NDRF officers