



Government of Haryana/हरियाणा सरकार
Directorate of Food, Civil Supplies & Consumer Affairs
खाद्य, नागरिक आपूर्ति तथा उपभोक्ता मामले, निदेशालय

ORDER

The Additional Director/Joint Director/Deputy Director/DFSC, HQ. (Admn.) (as the case may be) is hereby appointed Nodal Officer for **State Level Mock Exercise on Earthquake Disaster**. The particular of the Nodal Officer are as under:-

Sr. No.	Name of the Nodal Officer	Designation	Contact detail	Supporting Staff
1.	Dr. Meghna Kanwar	Deputy Director	Mob. No. 8901056900 Landline No. 0172-271059 Email. id- hqdfsc@gmail.com	Eatablishment-I Br.

Dated, Chandigarh, the
01.02.2024

MUKUL KUMAR
Director, Food Civil Supplies &
Consumer Affairs, Haryana

Endst. No. 6E(1)-20-2024/ **1829**

Dated Chandigarh, the **06-02-2024**

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

1. Dr. Meghna Kanwar, Deputy Director, Admn., Hqrs.
2. All the Officers/Branch In-charges at Hqrs.
3. The Financial Commissioner Revenue and Additional Chief Secretary to Govt. Haryana, Revenue and Disaster Management Department w.r.t. their letter No. 760-DMC-SPO-2024/410 dated 19.01.2024.
4. Smt. Shikha, Junior Programmer, Hqrs for uploading the order on the website of the department.

Manohar **hpl**
Deputy Supdt. Estt.-I
for Director, Food Civil Supplies &
Consumer Affairs, Haryana

CC:

PS/DFCS&CA (for kind information of W/DFCS&CA).

2nd Floor, 30 Bays Building, Sector:17-B, Chandigarh/दूसरी मंजिल, 30 बेज बिल्डिंग, सैक्टर-17-बी, चण्डीगढ़

Please visit us at <http://haryanafood.nic.in>
E-mail/ई-मेल: foodesti@gmail.com & dir.foodhry@gmail.com

D:\6E1 seat\6E(1)\General Work\Nodal officers, Work distribution HQ and DDO Power\DFA-Nodal officers, Work distribution.docx



Department of Revenue & Disaster Management

(Govt. of Haryana)

New Secretariat Building Haryana, Sector 17, Chandigarh-160017

Memo.No.760-DMC-SPO-2024/410
Chandigarh, dated the 19/01/2024

To

- 1) The Additional Chief Secretary to Government of Haryana.
School Education Department
- 2) The Additional Chief Secretary to Government of Haryana.
Food, Civil Supplies & Consumer Affairs Department
- 3) The Additional Chief Secretary to Government of Haryana.
Animal Husbandry & Dairying Department
- 4) The Additional Chief Secretary to Government of Haryana.
Finance and Planning Departments
- 5) The Additional Chief Secretary to Government of Haryana.
Finance and Planning Departments
- 6) The Additional Chief Secretary to Government of Haryana.
Industries & Commerce Department
- 7) The Additional Chief Secretary to Government of Haryana.
Health & Family Welfare Department
- 8) The Additional Chief Secretary to Government of Haryana.
Public Health Engineering Department
- 9) The Additional Chief Secretary to Government of Haryana.
Information, Public Relations, Languages and Culture Department.

ACS (FCS & CA)

Dated 19.01.2024

DFCS

23-1-24

JD (Admin)

PS/DFCSCA

CFMS No. 1357

Date 24/1/2024

Subject: - Conduct of State Level Mock Exercise on Earthquake Disaster in Haryana.

Please find enclosed herewith copy of letter no. 02/322/Ops/2022/1410 dated 10.01.2024, letter no. 02/322/Ops/2022/1406 dated 08.01.2024 and letter no. 02/322/Ops/2022/1404 dated 05.01.2024 on the subject cited above for your information and further necessary actions.

It is intimated that the State Level Mock Exercise on Earthquake Disaster will be held simultaneously at atleast five locations in each district covering all the districts of Haryana.

Program Schedule for this exercise are as follows:-

Step	Event	Date
Stage-1	Orientation & Coordination Conference (in VC Mode)	23.01.2024 (14:30 hrs to 16:30 hrs)
Stage-2	Table Top Exercise (TTE) (Physical Mode)	30.01.2024
Stage-3	Mock Exercise (Physical conduct)	01.02.2024

Agenda details of the events are mentioned in the letters referred above.

Therefore, it is requested to designate a nodal officer from your department for this exercise and direct him/her to attend the Orientation & Coordination Conference and Table Top Exercise in person on the scheduled date and time. The venue for the Orientation & Coordination Conference will be knowledge Center. 9th Floor. Haryana Civil Secretariat, Sector-1, Chandigarh. It is also requested to direct the field level functionaries of your department to attend the Orientation & Coordination Conference and Table Top Exercise at their districts headquarter on scheduled date and time.

Establishment Branch-1

Dei 328

Date 25/01/24

Superintendent (DM Cell)

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

Endst. No.760 -DMC-SPO-2024/411

Chandigarh, Dated 19/01/2024

A copy is forwarded to all the Deputy Commissioners in the State for information and further necessary action.

Superintendent (DM Cell)

for Financial Commissioner Revenue and Additional Chief Secretary to Govt.

O/o ACS FCS & CA
No. 1357
Date 23-01-24



भारतसरकार
Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण (प्रचलन प्रभाग)
NATIONAL DISASTER MANAGEMENT AUTHORITY (Ops Division)

"एनडीएमए भवन", "ए", 1-सफदरजंग एन्क्लेव, नई दिल्ली 110029-
"NDMA Bhawan", A-1, Safdarjung Enclave, New Delhi -110029

दूरभाष: 26701 798 फैक्स 26701729 :

Tele: 26701798 Fax: 26701729



No.02/322/Ops/2022/ 1410

Dated 10 Jan 2024

To,

Shri T V S N Prasad

Financial Commissioner Revenue (DM) & Additional Chief Secretary
Govt. of Haryana
(Email fcr@hry.nic.in)

**Sub: Conduct of State Level Mock Exercise on Earthquake Disaster in Haryana-
Rescheduling of Orientation & Coordination Conference**

Refer to Govt. of Haryana e mail dated 08.01.2024 and NDMA letter of even number dated 08th Jan 2024 regarding rescheduling of Orientation & Coordination Conference.

2. Due to some administrative reasons, Orientation & Coordination Conference **will now be held on 23.01.2024 from 1430 hrs to 1630 hrs instead of 19.01.2024**. Other instructions issued vide NDMA letter of even dated 05.01.2024 remained unchanged.

(Lt Col SK Shahi)
Joint Advisor (Ops)

Copy to:

1. Chief Secretary, Govt of Haryana
2. Headquarters, Integrated Defence Staff
3. DCIDS (Medical), HQ IDS, Ministry of Defence
4. Directorate General, NDRF, BSF, CRPF, CISF and NCC
5. Director, National Centre for Seismology (NCS)
6. Chairman, Airport Authority of India
7. General Manager, Northern Railway

Internal

1. PPS to Member & HoD, Member (SAH), Member (RS), Member (KSV), NDMA
2. PPS/PSO to Additional Secretary, NDMA
3. PA to Advisor (Ops), NDMA
4. Joint Advisor (IT & Comn), NDMA
5. Dy Secretary (PR&AG)
6. AA (IT & Comn)/AA(Ops), NDMA
7. Duty Officer (CR/Ops)
8. Brig B S Thakar (Retd), Consultant (ME & IRS), NDMA
9. Consultant (EQ), NDMA
10. Consultant (Social Media), NDMA



भारतसरकार
Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण (प्रचलन प्रभाग)
NATIONAL DISASTER MANAGEMENT AUTHORITY (Ops Division)

"एनडीएमए भवन", "ए", 1-सफदरजंग एन्क्लेव, नई दिल्ली 110029-
"NDMA Bhawan", A-1, Safdarjung Enclave, New Delhi -110029

दूरभाष: 26701 798 फैक्स 26701729 :

Tele: 26701798 Fax: 26701729



No.02/322/Ops/2022/ 1406

Dated 08 Jan 2024

To,

Shri T V S N Prasad

Financial Commissioner Revenue (DM) & Additional Chief Secretary
Govt. of Haryana
(Email fcr@hry.nic.in)

**Sub: Conduct of State Level Mock Exercise on Earthquake Disaster in Haryana-
Rescheduling of Orientation & Coordination Conference**

Refer to Govt. of Haryana e mail dated 08.01.2024 regarding rescheduling of Orientation & Coordination Conference.

2. As requested, Orientation & Coordination Conference ^{now} ~~now~~ will be held on 19.01.2024 from 1430 hrs to 1630 hrs instead of 17.01.2024. Other instructions issued vide NDMA letter of even dated 05.01.2024 remained unchanged.

(Lt Col SK Shahi)
Joint Advisor (Ops)

Copy to:

1. Chief Secretary, Govt of Haryana
2. Headquarters Integrated Defence Staff
3. DCIDS (Medical), HQ IDS, Ministry of Defence
4. Directorate General, NDRF, BSF, CRPF, CISF and NCC
5. Director, National Centre for Seismology (NCS)
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Internal

1. PPS to Member & HoD, Member (SAH), Member (RS), Member (KSV), NDMA
2. PPS/PSO to Additional Secretary, NDMA
3. PA to Advisor (Ops), NDMA
4. Joint Advisor (IT & Comn), NDMA
5. Dy Secretary (PR&AG)
6. AA (IT & Comn)/AA(Ops), NDMA
7. Duty Officer (CR/Ops)
8. Brig B S Thakar (Retd), Consultant (ME & IRS), NDMA
9. Consultant (EQ), NDMA
10. Consultant (Social Media), NDMA
11. SO (Gen) - please book Ops Room from 1400 hrs to 1630 hrs on 19.01.2024 for O&C conference.



भारत सरकार

Government of India

राष्ट्रीय आपदा प्रबंधन प्राधिकरण (प्रचलन प्रभाग)

NATIONAL DISASTER MANAGEMENT AUTHORITY (Ops Division)

"एनडीएमए भवन", ए-1, सफदरजंग एन्क्लेव, नई दिल्ली -110029

"NDMA Bhawan", A-1, Safdarjung Enclave, New Delhi -110029

दूरभाष: 26701886 फैक्स: 26701729

Tele: 26701886 Fax: 26701729



No.02/322/Ops/2022 / 1404

Dated 05 Jan 2024

To,

Shri T V S N Prasad

Financial Commissioner Revenue (DM) & Additional Chief Secretary

Govt. of Haryana

(Email fcr@hry.nic.in)

Sub: Conduct of State Level Mock Exercise on Earthquake Disaster in Haryana

1. Please refer to Govt of Haryana letter No.4137-DMC-SPO-2023/20 dated 05.01.2024 confirming dates for conduct of physical Mock Exercise on Earthquake scenario for the State of Haryana.

2. A State Level Mock Exercise (ME) on Earthquake Disaster scenario will be held for the State of Haryana at Chandigarh in which all districts of the State will participate simultaneously as per the following phased programme:-

Step	Event	Date	Participation
Stage-1	Orientation & Coordination Conference (in VC Mode)	17.01.2024 (1430 hrs to 1630 hrs)	<ul style="list-style-type: none">Officials and all stakeholders at the State level.Officials and all stakeholders in DistrictsOther relevant stakeholders (e.g. NDRF, NCS)
Stage-2	Table Top Exercise (TTEx) at SDMA	30.01.2024	
Stage-3	Mock Exercise (Physical conduct)	01.02.2024	<ul style="list-style-type: none">Physical participation at all levels as per charter of duties / responsibilities
Stage-4	Submission of Report by the State	15.02.2024	To be submitted online as well as a spiral bound single document.

Disaster Response Mechanism

3. The ME will be based on the Incident Response system (IRS). The State administration should therefore organize the response to the simulated disaster through Incident Response Teams (IRTs).

Aim and Objectives – ME

4. The aim and objectives of the ME are as under:-

(a) To review the DM plan and associated SOPs of the State and its districts, as well as individual DM plans of each department in every district.

(b) Highlight the roles and responsibilities of various stakeholders as per IRS and institutionalise the use of IRS in the response mechanism.



- (c) Ensure coordination among Emergency Support Functions at the District level.
- (d) Generate Public Awareness by involving the media, LGBs (Local Governing Bodies), NGOs and Community.
- (e) Identify gaps, if any, in the resources, communications, response capabilities etc.

Attendance

5. The list of various stakeholders who are required to attend the Orientation Cum Coordination Conference, Table Top Exercise and Mock Exercise is given at **Appendix A**. The State is requested to ensure due participation in order to derive maximum benefit from the training. It is also requested that no other major state level commitment involving the key personnel be planned concurrently.

Stage - 1 (17.01.2024) - Orientation & Coordination Conference

- 6. **Aim.** To discuss and outline the detailed modalities and preparations required for the ME.
- 7. **Venue.** The conference will be **held in the VC mode**. All disaster related functionaries of the State, districts and representatives of Central Agencies will attend.
- 8. **Conduct.**
 - (a) Discussion on the overall scenario for the ME, considering the State's Disaster vulnerability.
 - (b) Preparatory actions to be undertaken by the State for the ME.
 - (c) Discussion on and evolution of various scenarios / simulations expected in each District participating in the ME in conjunction with the SDMA.
 - (d) Detailed briefing by the NDMA Exercise coordinator on the conduct of the TTEx and the ME.
 - (e) Nomination of sites (usually 05 per District) for various simulations during the ME and detailing of the quantum of response (manpower, equipment, other resources) expected to be deployed for each simulation. Sites to be identified by the DDMA/ SDMA.
- 9. **Observers.** The State and its Districts will be take steps to **finalize suitable observers** (from the locally stationed Armed Forces/NDRF/CAPFs/Police) for each simulation site.
- 10. **WhatsApp Group.** The SDMA shall create a WhatsApp group by 16.01.2024 for the purpose of this ME and relevant information should be posted on it on as required basis. The group should include the NDMA Exercise Coordinator, Brig B S Thakar, Consultant (ME & IRS); Mob No. 7599002239.
- 11. **Steering and Attendance.**
 - (a) **Chairperson.** The Coordination and Orientation Conference should preferably be chaired by the Secretary (DM) of the State.
 - (b) **Steering.** The IRS Training and the Orientation & Coordination Conference will be conducted by NDMA Exercise Coordinator (Brig B S Thakar, Consultant (ME & IRS); Mob No. 7599002239), duly assisted by the Chair.



(c) **Attendance.** Participation is through the VC mode and maximum attendance must be ensured. Maximum officials should preferably be seated together at the State capital. :

- (i) All the Nodal Officers of the State and the Districts.
- (ii) Members of the SDMA, SEC, SEOC.
- (iii) Heads of the Line Department / Directorates of the State
- (iv) Heads / Senior representatives of the NDRF, SDRF, HG & CD, NCC, NYKS, NSS, Fire Services / Fire & Emergency Services, State ATIs, Railways, Airport Authority of India, Armed Forces and CAPFs co-located in the State, National Organizations (including scientific labs or production facilities), BSNL, private cellular phone service providers.
- (v) Representatives –LGBs (Local Governing Bodies) / ULBs.
- (vi) All DCs, SSP/ SP, Heads of line departments / directorates of the Districts.
- (vii) Members of the DDMA, DEOC, Community Volunteers, Red Cross and local NGOs.

12. **Role of Nodal Officers.** On return to their respective Districts after the Conference, the Nodal officers should carry out detailed briefings to various stakeholders in their respective Districts and ensure preparation of the nominated simulation sites to ensure smooth conduct of the ME. The districts may also undertake rehearsals of various drills/SOPs as part of preparation.

Stage-2 (30.01.2024) – Table Top Exercise

13. **Aim.** To exercise key disaster managers in their roles and responsibilities on various simulated emergency situations, particularly on the likely scenarios to be played out in the impending ME, discern gaps prior to the ME and evolve viable response plans.

14. **Venue.** The TTEx will be held at the State capital and would **require a hall** with:

- (a) Adequate seating.
- (b) Video projection equipment, and
- (c) Video conferencing arrangements with the participating Districts/ Stakeholders. VC Link for TTEx will be generated by the State and be circulated to all concerned including NDMA in one day prior to the conduct of TTEx.

15. **Conduct.**

(a) **Presentation of DMPs.**

(i) The State will confirm updation of all DMPs, including Departmental, and activation of all IRTs in their respective jurisdictions.

(ii) Presentation of DM plans by nominated districts/ departments.

(b) **TTEx.** At the outset the NDMA Exercise Coordinator will conduct a brief recap of the IRS system. He will thereafter conduct the TTEx based on scenarios evolved in conjunction with the SDMA. The Districts and other central stakeholders will attend through video conferencing. The TTEx will involve stake holders giving their detailed response to each 'painted' disaster-related scenario.

(c) After the summing up of the TTEx, the Districts would be requested to address the gaps observed, if any.



(d) Review of Preparation for ME.

- (i) The district wise summary of the location of various IRS facilities (e.g. staging area) and finalised simulation sites (precise location) will be shared by the SDMA.
- (ii) The SDMA will give out the list of observers and their tasking, district wise.
- (iii) The nominated Observers will be briefed by the NDMA Exercise Coordinator and handed over the Observer's Format. A separate WhatsApp group for observers will be functional by 1000 hrs, 29th Jan 2024.

16. Steering and Attendance.

- (a) Chairperson. The **Chief Secretary** as the Responsible Officer of the State and Chairperson of the SEC (or, in his absence, the Additional Chief Secretary) along with the **NDMA Member present**, will co-chair the event.
- (b) Steering. The TTEEx will be conducted by the NDMA Exercise Coordinator.
- (c) Attendance: same as per Para 11 above.

17. Media. The media should be given detailed briefings and press releases including a curtain raiser and briefs on the various events as also advisories to be disseminated on TV and Radio that the events are an exercise and not an actual disaster.

Step- 3 (01.02.2024) – Mock Exercise

18. Aim. Stated at Para 4 above.

19. Steering. The ME will be conducted by the NDMA Exercise Coordinator under the overall guidance of the **Chief Secretary** /Additional Chief Secretary/Commissioner of Revenue Administrative of the State and the **NDMA Member present**.

20. Activation. The following would be activated:

- (a) State level: The SEC, SDMA and the SEOC.
- (b) District level: The DDMA's and the DEOCs.

21. Venue

- (a) State Level: Preferably from the SEOC, which should have a video conferencing facility, failing which, the ME would be conducted from the Video Conference Room in the State HQ.
- (b) District Level: The DEOC / Video Conferencing Room for the apex level disaster managers; others will participate at the various IRS facilities activated and the disaster simulation sites on ground.

22. Conduct.

- (a) The ME would commence at the agreed time through a warning about the occurrence of the simulated event (message from EOC, sounding of sirens, public address systems etc).
- (b) The SEOC and the DEOC switch to alternate means of communications (wireless, including SATCOM) and commence the process of gathering information about the scale of the damage in order to build situation awareness about the simulated disaster.
- (c) The procedure to establish the Staging Area(s), Incident Command Post, Relief Camps, TRIAGE and Medical Aid Posts and other IRS facilities is initiated. Hospitals, civil and private, are asked to get ready to receive casualties and 'surge' their capacity.
- (d) Orders are issued for clearing road access to Critical Facilities and emergency response.



- (e) The Incident Action Plan is prepared / reviewed.
- (f) Thereafter, various scenarios would be painted to the State and particularly the Districts. Responders commence activities related to Search-and-Rescue, casualty evacuation, area evacuation etc. The response, particularly at the District level, by the local and community responders and Aapda Mitras, NGOs, SDRF etc to each simulation shall be assessed by the Observers on ground as well as by the NDMA Exercise Coordinator.
- (g) Specialist response by the NDRF is carried out.
- (h) The NDMA team will visit various IRS facilities on ground and take stock.
- (i) District level officials at various places and the Observers should upload pictures and videos of the events in progress on the WhatsApp Group.
- (j) The ME shall be called off at an appropriate time by the NDMA Exercise Coordinator in conjunction with SDMA, after which the Observers would submit their feedback to the Head Observer.
- (k) Debriefing will be carried out jointly by the NDMA Exercise Coordinator and the Secretary (DM) with all the Districts physically and through Video Conferencing.

23. **Video Conferencing**

- (a) A reliability check of the video conferencing facilities may kindly be carried out prior to 17th Jan 2024.
- (b) VC Links for the TTEx and ME will be generated by the State and circulated to all concerned including NDMA by 29.01.2024. The State may kindly ensure that the NIC incorporates NDMA also as one of the connections in the Video Conference for the Coordination Conference, TTEx and ME.

24. **Signage**

- (a) **Venues of the Coordinating Conference, TTEx and ME:** A banner should be displayed at the said venues as per format given at **Appendix B**.
- (b) **IRS Facilities:** Appropriate **signboards/ banners** should be placed at all IRS facilities and simulations sites. All IRT appointments should wear appropriate armbands and jackets worn by responders.

25. The contact numbers of State Officials and the NDMA Coordinator are given below:-

State	NDMA
Ms Ritesh Senior Project Officer Mob: 9466089101, 7015375601 sdmaharyana@gmail.com	Brig B S Thakar Consultant (ME & IRS), NDMA Mob: 7599002239 Email: srcons-irs-bs@ndma.gov.in

26. The representatives of all Ministries/ Department of Central Government in the respective districts may also be requested to attend the said event.



(Lt Col SK Shahi)
Joint Advisor (Ops)

Copy to:

1. Chief Secretary, Govt of Haryana

- for favour of information please.



2. Headquarters Integrated Defence Staff
Ministry of Defence, Room No.15, South Block,
New Delhi -110011.
3. DCIDS (Medical), HQ IDS, Ministry of Defence
4. Directorate General, NDRF
NDCC-II Building, Jai Singh Road, New Delhi
5. Director General, BSF,
CGO Complex, New Delhi
6. Director General, CRPF,
CGO Complex, New Delhi
7. Director General, CISF
CGO Complex, New Delhi.

Army / CAPFs/ NDRF are requested to kindly provide observers in all districts based on their deployment. NDRF and CAPF are also requested to provide columns for Task Forces in respective districts. Officers of Army and CAPFs in the State and Comdt NDRF Battalion are also requested to attend the above event at the SDMA.

8. DG, NCC
Sector 5, RK Puram, New Delhi, Delhi 110066
9. Director, National Centre for Seismology (NCS)
IMD Complex, Mausam Bhavan,
Lodhi Road, New Delhi
10. Chairman,
Airport Authority of India
11. General Manager
Northern Railway

- DG NCC is requested to nominate Officers to attend the TTEEx and ME

Request nomination of Scientist from local office to participate in TTEEx and the ME

- Request nominate officers to attend the TTEEx and ME.
- Request nominate officers to attend the TTEEx and ME.



SUGGESTED LIST OF PARTICIPANTS

1.

State HQ.

- a) Chief Secretary and/or his/her team and SDMA, SEC
- b) Relief Commissioner/Secretary (DM)
- c) DG (P)/Commissioner of Police of the State
- d) All Members of State IRT
- e) Director Fire Service
- f) Local Commanders of Army, Air Force, NDRF & CAPFs
- g) Commandant / Sr Representative from SDRF
- h) Reps of Medical and Veterinary
- i) Rep of State Electricity Board
- j) Rep of State Transport
- k) Reps of Telecom Service providers
- l) Rep of State ATI
- m) Heads of relevant Departments of the State
- n) Local NGO, UNDP reps (if any)
- o) Any other Stake holders decided by State
- p) OIC Civil Defence, Home Guard, NCC, NYKK, NSS

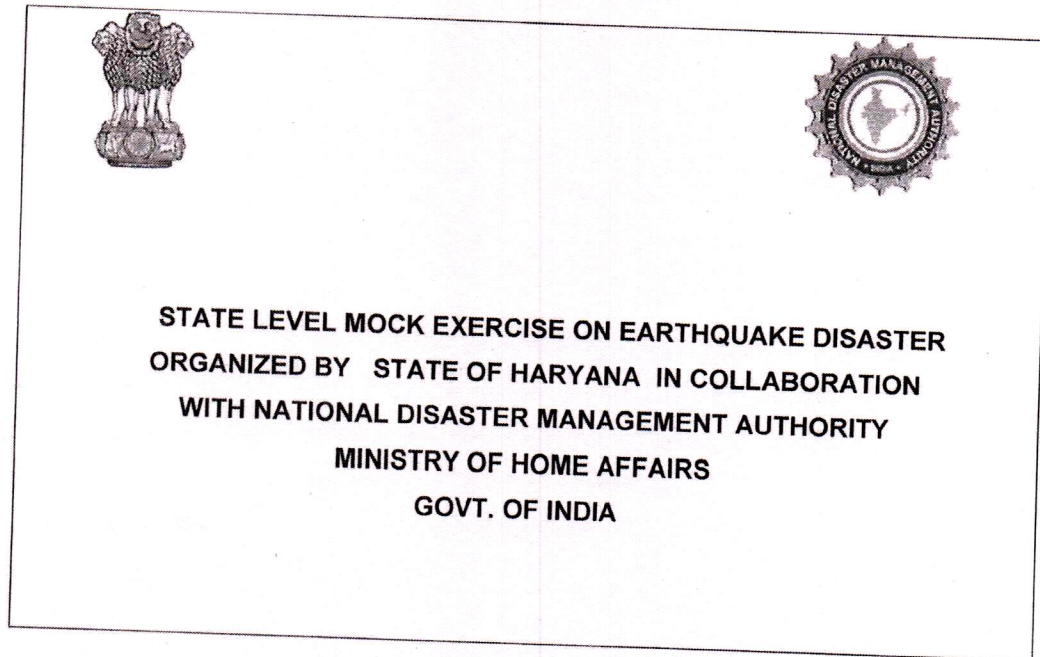
2.

District HQ.

- a) DM/DCs and his / her team (DDMA), ADC/ADM
- b) DCP/Superintendent of Police
- c) District Revenue Officers (Sub Division, Tehsil & Block)
- d) Head of DEOC
- e) District Fire Officer
- f) District Medical Officer
- g) District Industries Officer
- h) Veterinary Officer
- i) State Electricity Board
- j) Water Supply Department
- k) Public Health Engineering
- l) District Supply Officer
- m) Public Works Department
- n) District Transport Officer
- o) Food & Supplies and PDS
- p) Reps from the Municipal Corporations
- q) District Public Relations / Media Officer
- r) Local Governing Bodies
- s) Community Volunteers, local NGOs
- t) Army / NDRF / CAPFs units located in District



VENUE BANNER FORMAT FOR COORDINATING CONFERENCE AND TTEx



(Banners to be of appropriate size and displayed prominently at venues)

