Departmental Disaster Management Plan

Drinking water and Sanitation department

Uttarakhand

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Abbreviations

AR	:	Assessment Report
CRF	:	Calamity Relief Fund
DDMA	:	District Disaster Management Authority
DEOC	:	District Emergency Operation Centre
ERS	:	Emergency Response Centre
ERT	:	Emergency Response Team
IDRN	:	Indian Disaster Resource Network
IPCC	:	Intergovernmental Panel on Climate Change
IRS	:	Incident Response System
I Wells	:	Intake Wells
NDMA	:	National Disaster Management Authority
NDRF	:	National Disaster Response Fund
RO	:	Responsible Officer
SDRF	:	State Disaster Management Force
SDRF	:	State Disaster Response Fund
SMS	:	Short Message Services
SOP	:	Standard Operating Procedure
T & P	:	Tools and Plant
UKSDMA	:	Uttrakhand State Disaster Management Authority

Introduction

The geophysical conditions, variation in climatic components and recent occurrence of disasters have made clear that that the state Uttrakhand is a multi-hazard prone state of the country. On one hand, the state is a very attractive tourist destination as almost 86 per cent of its area is hilly and 65 per cent is forested and tourism is a major business here. On the other hand, the state's vulnerability is also increasing due to natural calamities like flash floods, landslides and earthquakes. Considering the vulnerabilities of the state and recent occurrences of different disasters, the state has become sensitive and taken several measures and initiatives to enhance capacity of the disaster management system. In this process, and, empowering the operational centres, district administration and other institutions, capacity building of the state and district departments' community and other stakeholders is being done. In order to increase activism in the disaster management work of the state's main departments related to various disasters, it is necessary that they have a clear understanding of their role and responsibilities at the time of disaster and the systematic arrangement of work and coordination of other departments. The State Disaster Management Authority (SDMA) has prepared the Departmental Disaster Management Plan of the Drinking Water and Sanitation Department with departmental cooperation in compliance with Article 40 of the Department of Disaster Management Act, 2005.

To prepare this departmental disaster management plan, various guidelines, regulations and schemes issued at the central and state level such as – Disaster Management Act 2005, the SOPs and guidelines issued by the National Disaster Management Authority, SOPs prepared for various disasters by different states of the country, Departmental Disaster Management Plan and IRS guidelines – were consulted. Apart from this, various information related to the department was collected by meeting the department and district level officials.

This departmental disaster management plan will help the department to work effectively in disaster situations.

Objective

The following are the objectives for preparing a departmental disaster management plan for the Drinking Water and Sanitation Department:

- Ensure the involvement of all components related to disaster management under regular work done by the Drinking Water and Sanitation Department.
- In case of disaster, ensure successful and quick editing of responsibilities to be discharged by the Department.
- To ensure the security of the physical resources of the Department and quick reset in case department resources are affected by disaster.

Planning Strategy

In order to prepare the Departmental Disaster Management Plan of the Drinking Water and Sanitation Department, the state's geographical situation and changes in the nature of disasters according to the same and the potential damage and its effects are kept in mind. The strategies adopted for preparing the plan can be seen under the following points :

- In order to come to a common understanding of standard operating procedures and departmental disaster management plan, an initial meeting was held with the officials of the concerned departments.

- To prepare the departmental disaster management plan and the standard operating procedures, various guidelines, regulations and schemes such as – Disaster Management Act 2005, the SOP and guidelines issued by the National Disaster Management Authority, SOPs prepared for various disasters by different states of the country, Departmental Disaster Management Plan and IRS guidelines – were examined.

- The present working system and the disasters in districts were discussed in the meetings with the state level office of the Drinking Water and Sanitation Department.

- In view of preparing the Disaster Management Plan, the pattern of the disasters, the structure of the department and the work at the district level were kept in mind while selecting the sample Districts.

- Districts were visited and meetings were held with the officials and the community. Attempts were made to understand departmental activities rendered during different phases of the disaster like before, during and after the disaster, officials/workers responsible for those activities and the process of execution of the activities. Apart this, the role of the Power Department in disaster, the physical resources available in the department, abilities and weaknesses were also discussed.

- Field data collection on damage, causes of disaster, human resources, plans and distributions etc. were also done in the sample districts.

- The first draft of the Disaster Management Action Plan was prepared and shared with the department and it was updated on the basis of suggestions received from the Department.

- In a joint meeting of the Drinking Water and Sanitation department and the State Disaster Management Authority, this disaster management plan was held to review the plan. Based on the suggestions receives, it was revised and the final draft of the disaster management plan was submitted to the Disaster Management Committee for the recommendation.

- The Department submitted the proposed disaster management plan to the State Disaster Management Authority.

1. Introduction

1.1 Brief Introduction and Work of the Department

About the Department

The Drinking Water and Sanitation Department is responsible for providing clean and safe drinking water to the people residing in the state and to construct various types of structures for this purpose. The work done under this department is divided into three units. These departmental units, located in all the districts of the state, are as follows –

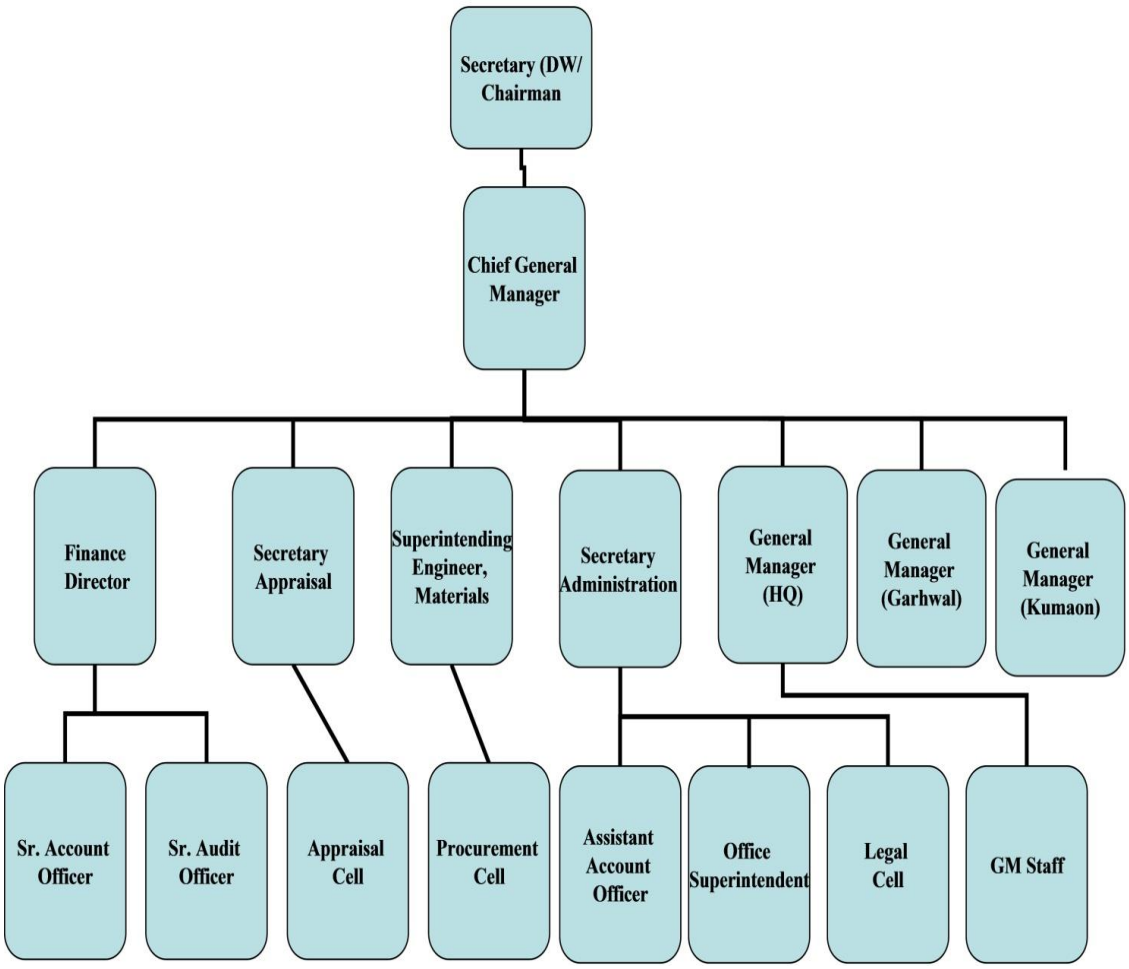
- **Drinking Water Resources Development and Construction Corporation**
  Construct of any type of structure related to drinking water in the state like– pipelines, I-wells, tube wells, overhead tanks etc.–is the responsibility of the Drinking Water Resources Development and Construction Corporation.

- **Water Institution**
  The responsibility of the Water Institution is to maintain and repair the structures entrusted by the corporation, ensure the supply of water to the citizens from time to time, and maintain balance between demand and supply.

- **Swajal Unit**
  While emphasizing the need to upgrade community-based rural water supply programmes, a programme called Swajaldhara was started by the Government of India with the funding of the World Bank to improve the rural water supply sector and under this, a Swajal Unit was formed inside the Drinking Water and Sanitation Department.

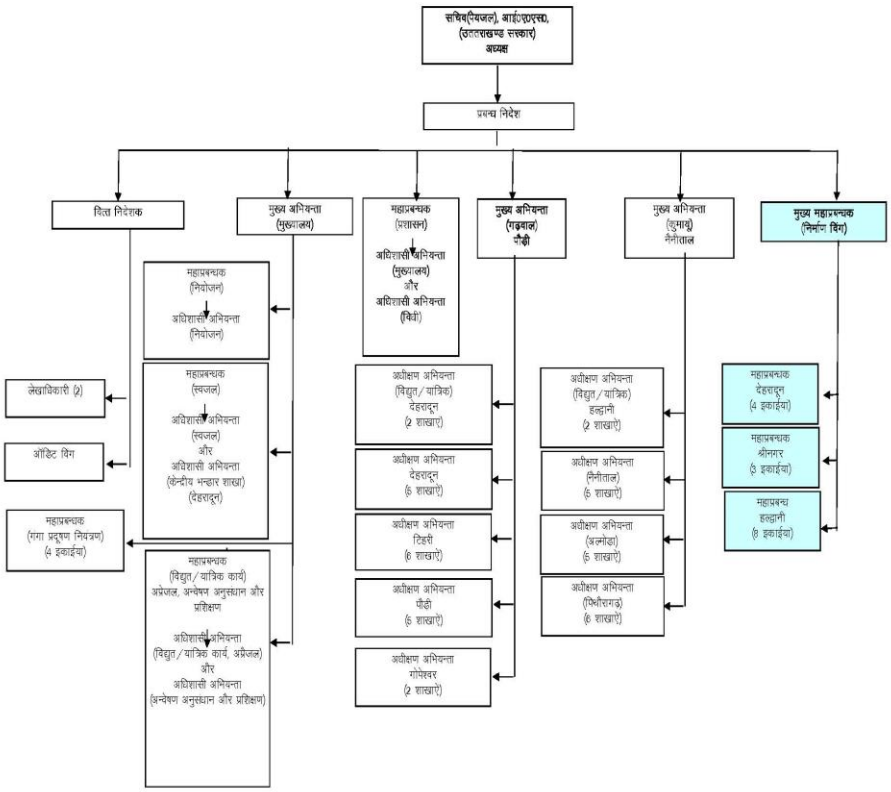
  Under this unit, it is the responsibility of the Gram Panchayat to construct and maintain drinking water structures in the first phase in order to provide drinking water to the rural areas.

1.2 Administrative Structure of the Department



उत्तराखण्ड पेयजल निगम, देहरादून (उत्तराखण्ड)

संस्था का चार्ट



2. Hazard, Risk, Vulnerability and Potential Assessment

2.1 The Nature, Intensity and Density of Disaster at the State Level

Uttarakhand : An Introduction

Uttrakhand is a hilly State in the Indian Himalayan region. Earlier, the Uttrakhand was a part of Uttar Pradesh. On 9 November 2000, 13 hilly districts of Uttar Pradesh were separated to form Uttarakhand as the 27th state of India. Located between 28°43' - 31°27' Northern latitude and 77°34' - 81°02' Eastern longitude, Uttarakhand is situated in the northern region of India. Uttarkhand has a total area of 53483 km^2 and it is spread 301 km. in the east-west direction and 255 km. in the north-south direction. It is surrounded by China (Tibet) in the north, Nepal in the east, Himachal Pradesh in the west and northwest and Uttar Pradesh in the north. The state has 13 districts which are divided into two administrative units – Garhwal and Kumaon. Generally, the north-western part of the state comes under the Garhwal unit while the south-eastern part comes under the Kumaon unit. There are seven districts under the Garhwal unit – Dehradun, Haridwar, Uttarkashi, Tehri, Paudi, Rudrprayag and Chamoli and six districts fall under the Kumaon unit and they are – Pithoragarh, Bageshwar, Almoda, Nainital, Champawat and Udhamsingh Nagar. Hindi is the official language of the state.

Map 1 : State map with District boundaries

Uttrakhand is vulnerable to climate induced risks. The hilly areas are more prone to climate change impacts and is explicitly manifested in many parts of the state. During last century, the average temperature in the hilly areas has increased. The IPCC report (2013) have explicitly highlighted that, due to glacier melting in the Himalayan region, the flood events in this area will increase, which will have a significant impact on water resources in the coming decades.

Since the year 1816, the state of Uttrakhand has witnessed many Hydro-Met disasters. But the 19th century period was worst. In Uttrakhand the

years 1970, 1986, 1991, 2001, 2002, 2004, 2005, 2008, 2009, 2010, 2012 and 2013 was notorious for natural calamities. The state suffered through these disaster event and incurred heavy losses.

Hydro met Disasters

The following are Hydro-Met disasters which the state experienced :

- Flash flood/flood
- Heavy rain
- Cloud burst
- Loo and frost conditions
- Avalanche
- Drought
- Thunderstorm and lightning

Geological Disasters

In addition to the Hydro-Met disasters, there are some disasters that are the result of movements inside the Earth, such as :

- Landslide
- Earthquake
- Breaches of Dams

Man-Made Disasters

Other than natural disasters, there are certain disasters which are the result of human activities, such as :

- Stampede
- Road accident
- Forest fire

Some Major Disasters

Some of the main natural calamities in the state and details related to them are given below :

- There were two fierce incidents of landslide in Sher-Ka-Daanga in Nainital in 1867 and 1880. In 1880, the landslide happened due to heavy rain and tremors of earthquake. A large number of houses were destroyed during this landslide. A portion of Naini Lake was permanently wrecked with debris.

- Due to floods in the Alaknanda river in 1893, landslide occurred near Birehi Ganga river and the confluence of Alaknanda river, due to which there was a huge blockage of 10-13 meters in the river. One guarder bridge breached and another got damaged.

- Flash floods came along with landslide in the Rishi Ganga river in 1968. Due to landslide in Reni village, there was a blockage in Rishi Ganga river in Garhwal.

- Patel Ganga, a branch of the Alaknanda river, suffered landslides in the year 1970, due to which the river Patel Ganga was blocked and it turned into a lake-like water source. Due to the sudden disruption of this lagoon water source, sudden floods in the Alaknanda river caused floods and consequently, they were faced with many landslide incidents.

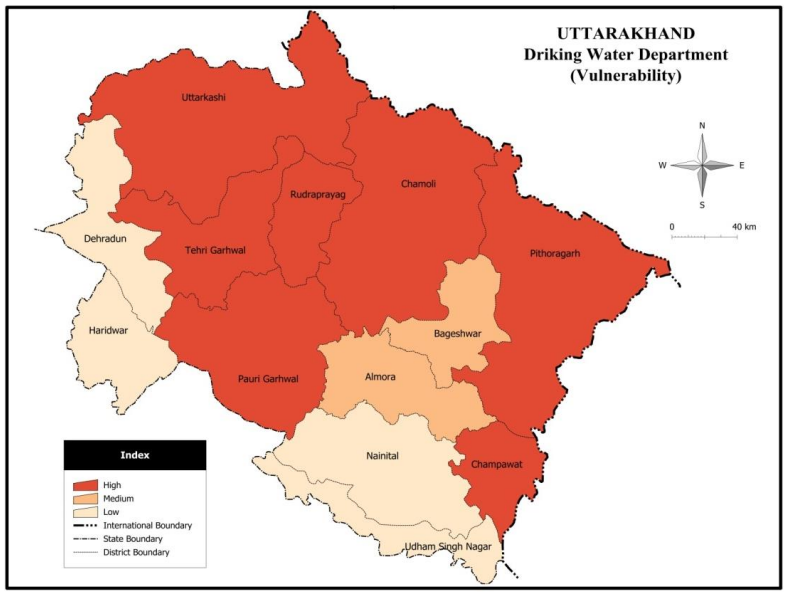
- During 1971, there was a severe landslide on the banks of the Kanauldiya Gaad, a branch of river Bhagirathi in the upper reaches of Uttarkashi. The debris from the landslides created a cone's shape, causing the water surface to be up to 30 meters high and the water stream split causing the rapid flooding in the areas below.

- During the period of June 2013, incidents of cloudburst continued for several days, resulting in massive floods and landslides. Due to the disaster caused by this multi day cloudburst, there was a huge loss of lives and money. After the tsunami in 2004, this disaster was counted as one of the biggest disasters.

2.2 Historical Analysis of the Risks of Departmental Resources

Vulnerability/Sensitivity of the Drinking Water and Sanitation Department

Map 2 : Vulnerability map of Drinking water and Sanitation



The sensitivity of the Department of Drinking Water and Sanitation, in terms of disaster, is the loss of water resources and supply pipelines and the availability of drinking water to the community is not timely. In terms of sensitivity, after the analysis of the following map, it can be said that Uttarkashi, Rudraprayag, Chamoli, Pithoragarh, Tehri Garhwal, Paudi Garhwal and Champavat fall under the category of most sensitive districts. Bageshwar and Almora fall under the category of moderately sensitive districts whereas Dehradun, Nainital, Udhamsingh Nagar and Haridwar fall under the category of relatively less sensitive.

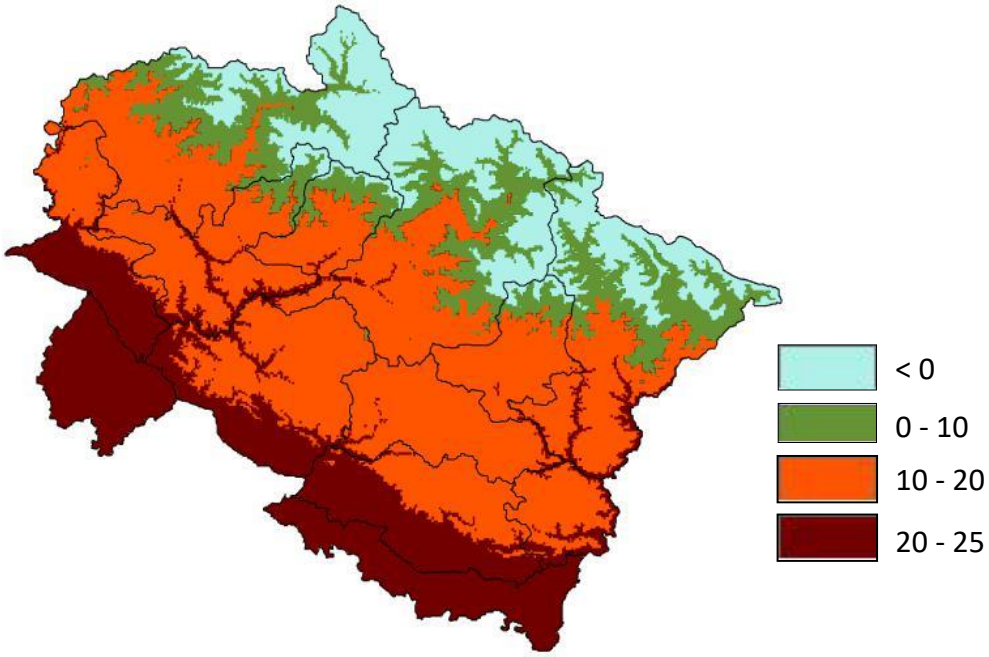
2.3 Climate and Climate induced Challenges

Climate

The state is mainly divided into two climate regions. Majority of the state's area is hilly while some area is plain. The climate in the plain area is somewhat similar to the climate in other plain areas of the country. There are prolonged winters and even snowfall in the hilly areas. The state receives a good quantity of rains during the monsoon season and light showers during the summers. The average annual rainfall in the state is 1230 mm. Generally, the rainy season starts at the end of April in the state and it continues till September. There is heavy rainfall between June and September. Maximum rainfall occurs during the first week of July and there is continuous rainfall from August till the first week of September. It is hottest in the plain areas of the state wherein they experience humid summers and the temperatures go higher than 40°C. Winters are exceptionally cold and the temperature dips below 5°C. The lowest temperature recorded in the state has been -5 to -7°C. There is a marked difference in the climatic conditions of the areas situation on the highest hill in the state and the lower regions. Not only does the difference in temperature appear during different seasons, but differences in temperature are also displayed at different altitudes. Uttarakhand is situated on the southern slope of the Himalayan range. From the glacier at the highest altitude to the sub-tropical forests located at the lowest altitude, there is a difference in the climate and vegetation found. In the upstream Gangetic plains, there are humid forests and there are savannas and grasslands in the dry lowlands.

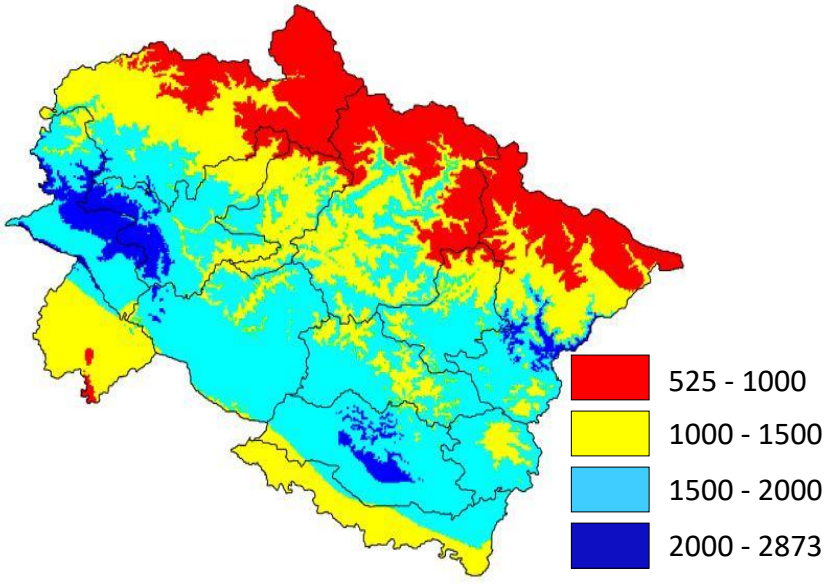
The average annual rainfall of the state varies spatially. For example, the average annual rainfall in Srinagar (Garhwal) is 920 mm whereas the average annual rainfall in Nainital is 2500 mm. However, the distribution and variation of rainfall depends on the geographical condition, slope and nature of the space. Generally, there is high rainfall in low-lying areas like Nainital and Dehradun, which gradually decreases with the increase in height. Three-fourths of the entire rain occurs during the monsoon season while the remaining one-fourth is spread over other seasons. Generally, rains start here from the third week of June, which continues till July/August.

Map 3 : Annual average Temperature (in ^{0}C)



Source : Uttarakhand State Action Plan on Climate Change, 2014

Map 4 : Annual average Rainfall (in mm)



Source : Uttarakhand State Action Plan on Climate Change, 2014

Trend of Climate Change

Climate change is the main global, environmental and developmental problem. Although all possible outcomes of climate change have not been understood yet, nevertheless, it has now been established that due to extreme weather events, floods and droughts, sea level rise and extreme climatic differences, there is a large possibility of adverse effects from sinking of coastal areas. Given the studies and results, there may be a significant difference in the methods and tendencies of the weather parameters from one place to another. There is a mixed trend in the whole of Uttarakhand in seasonal standards. For example, in the entire plains including Pantnagar, the trend of rainfall is in increasing order and the maximum temperature is decreasing. Based on the temperature data available of the last 53 years (1955-2007), it is seen that temperature is rising in a low hill station like Almora. This data indicates that the 17.55°C average annual temperature of Almora has increased by 0.46°C during the last 53 years. This initial observation indicates that the average temperature in the state is increasing. Similarly, on the basis of the rainfall statistics of the last 53 years (1955-2007), it was seen that rainfall has reduced in Almora. Observing the normal monthly distribution of rainfall in the region shows that maximum rainfall occurs in the month of July.

The state is experiencing following changes in the climate scenario:

- Annual rainfall is decreasing and become erratic.
- The availability of surface and ground water is decreasing.
- There has been a reduction in the average rainfall during winters.
- Incidents of heavy rainfall in short time durations are increasing.
- The outbreak of vector borne diseases is increasing.
- The temperature is continuously increasing.
- There is continuous increase in the average annual temperature.
- The number of winter/cold days is decreasing, the winter days are becoming hot and there is reduction in snowfall.

Future Climate Change Projection

According to the State Action Plan on Climate Change, the annual temperature will increase by 0.7°C by the year 2030. In comparison to the year 1970, an increase of 1.7°C-2.2°C has been registered in the temperature. There is also an estimation of increase in seasonal air temperature in all seasons. It is also predicted that there is a chance of a temperature drop of 2.6°C in the winter months (October, November and December) in 2030.

According to the PRECIS Model, the annual rainfall in the state can fluctuate, i.e., the annual rainfall of the state may be 1268 mm to 225.2 mm less or more and maximum 1604 mm to 175.2 mm less or more. According to these estimates about rainfall, the state is expected to get 60 mm to 206 mm more rainfall in the year 2030. That is, by the year 2030, the state's annual rainfall is expected to increase by 5-13 per cent. All the regions of the state are expected to get more rainfall in all seasons and there is also a possibility that there may be more than 12 mm increase in rainfall in the months of June,

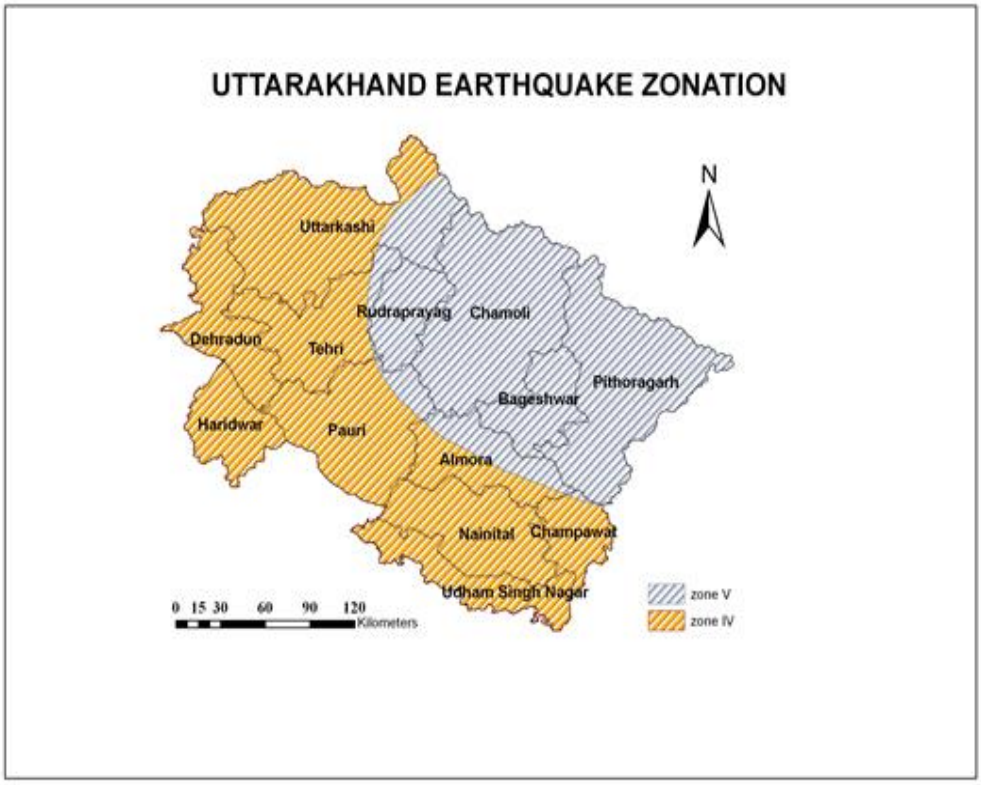
July, August and September. Whereas there is an expected increase of 5 mm in the rainfall occurring in the winter season months of January and February. In the months of October, November and December, minimum increase in volume will be recorded. According to the model, there is a chance of more than 50 per cent increase in the annual rainfall of some areas/regions of the state by the year 2030. There is also a chance of a 2-12 per cent increase in the rain intensity in the Himalayan region.

State Sensitivity/Vulnerability in Relation to Climate Change

Due to its geographical conditions, the state of Uttrakhand comes under the category of multi-disaster affected states. There is an outbreak of floods, flash floods, avalanche, landslides, earthquakes, droughts, forest fires and general fire, hailstorm, lightening, road accidents etc. in the state, but earthquake and landslide are the main disasters here. It is worth considering that one-fourth of the state's area comes in Seismic Zone 5 in terms of earthquake. If the state is compared to other states at the national level, then Uttrakhand is one of the first five states in the country in terms of most proneness to natural hazards, namely earthquake, flash floods due to cloud burst, landslides, avalanches, forest fires and continuous drought disaster in the summer. With these recurrent calamities, there is a great loss of natural resources, basic infrastructure and human life in the state. Although the intensity of earthquake in Uttrakhand in the year 1991 and in 1999 in Chamoli was less but in the coming days, it was likely to become a major hub of earthquake in the state due to tectonic movements of continental plates. The growing population and the continuous infrastructure development has increased the state's vulnerability in the context of earthquake. Here are some key points of state's sensitivity to note :

- According to Vulnerability Atlas of India, approximately 56 per cent of homes in Uttarakhand are made of clay, raw bricks and stones. The above data shows the state's very high sensitivity in disasters like earthquake, landslide, accelerated flooding and cloudbursts. According to the figures in India's Vulnerability Atlas, this state comes under the most seismic risk areas of the country.

Map 5 : Uttrakhand Earthquake Zonation map



- The frequency of landslide event has increased due to its topographic c and the climate conditions of the region. The process of rapid deforestation, construction of dams or reservoirs, housing scheme, road construction in Uttarakhand has increased the vulnerability of the state to earthquake and landslides. Every year this is causing extensive damage to life and property. The major landslide events in various parts of the state noticed in the years 1979, 1986, 1998, 2002, 2004, 2008 and 2009.

- Usually, the onset of monsoons in the state is at the end of April which continues till September. Due to heavy rainfall from June to mid-September, flooding in the low-lying areas is more frequent which induce soil erosion. The rapid pace of deforestation in the Himalayan region for construction have also caused flash flood during the monsoon while in other months the state also experiences drought condition. The increasing soil erosion, have also reduced the water holding capacity of the rivers due to siltation or rising of river bed.

- The cases of extreme rainfall events due to cloudbursts induces flash floods and breaching of dam/ embankment in the state. Although, this does not happen on a regular basis. Yet there were major incidents of cloudburst in the state in the years 2002, 2004, 2007, 2008, 2009, 2010 2012, 2014 and 2016.

- More rainfall in fewer days is now become a new normal which causing flash flood and landslide. Sometimes excessive rainfall in the upper

reaches of the mountains, cause flooding in low lying areas. Such flooding sometimes cause more damage compared to usual floods.

- Man-made and natural factors are responsible for increasing drought condition in the state. Due to climate change, the state is not receiving normal rainfall. In the last few years, it has been observed that due to some man-made activities such as, deforestation, excessive tapping of ground water, and pollution, the conditions of drought have become more prominent in the state.

In addition to the above disasters, the increasing vulnerability the state is also due to social, physical, environmental and economic capacity of the people. Increasing urbanization, lack of awareness and limited capacity to deal with disasters within the community, weak administrative structure and poor connectivity of remote hilly areas with road infrastructure, all these factors are the main bottlenecks to promote effective response.

2.4 Institutional Arrangement

Three tier Institutional arrangements (National, State and District) have been provisioned under the National Disaster Management Act, 2005 to respond and adopt mitigation measures to reduce the impact of disasters. With the enactment of the Disaster Management Act 2005, the National Disaster Management Authority (NDMA) was constituted. The NDMA's approach involving all stakeholders is to develop a "safe and calamity-resistant India" with a holistic, active, technology-based strategy and promote the culture of prevention, preparation and mitigation. Considering the importance of disaster management as a national priority, the Government of India constituted a high-level committee for the development of the NDMA in August 1999 and the National Committee was formed after the earthquake in Gujarat. Its purpose was to recommend effective mechanisms to reduce disaster plans and disaster. The Tenth Five Year Plan and the 12th Finance Commission were focused on the causes of disaster prevention. In the end, on 23 December 2005, the 12th Finance Commission reviewed the financial system for disaster management. Subsequently, the National Disaster Management Authority was constituted under the chairmanship of the Prime Minister, the State Disaster Management Authority was constituted under the chairmanship of the Chief Minister and the District Disaster Management Authority was constituted under the chairmanship of the District Magistrate.

Table 1: Level of Disaster Management Authorities and its Function

Disaster Management Authority	Main department	Functions
National level	National Disaster Management Authority	NDMA was constituted for better coordination of disaster management at the national level. It is a multi-disciplinary body with the nodal officers of all the concerned departments/ministries/ organisations. In addition to these institutions, the Ministry of Disaster Management, Government of India, prepared a National Contingency Plan.

		Simultaneously, the National Emergency Operations Centre, including all the necessary equipment and state-of-the-art technologies for disaster management, has been started under the aegis of Home Ministry.
State level	Uttrakhand State Disaster Management Authority	Uttarakhand State Disaster Management Authority has been constituted under the chairmanship of the Chief Minister in which the ministers of the respective departments are members. The Disaster Management Department has been marked as a nodal department. It has the responsibility deal with all types of disaster, relief and rehabilitation work in Uttrakhand. While the Chief Secretary (Disaster) is the Nodal Officer and the convener of the Uttrakhand State Disaster Management Authority.
District level	District Disaster Management Authority	The District Disaster Management Authority has been constituted under the chairmanship of the District Collector/ Magistrate of the concerned district. The organizational structure of the District Disaster Management Authority is outlined below : i. District Magistrate – Ex-officio ii. President, District Council – Co-chair iii. Police Superintendent – Ex-officio member iv. Chief Medical Officer – Ex-officio member v. Deputy Development Commissioner – Ex-officio member vi. Additional District Magistrate (Finance/Revenue) – Ex-officio member vii. Senior Engineer of the district – Ex-officio member Additional District Magistrate (Finance/Revenue) will be the Chief Nodal Officer of the District Disaster Management Authority.

Institutional Framework at the National Level

National Disaster Management Authority

According to the Disaster Management Authority Act 2005, a National Disaster Management Authority will be constituted comprising a total of nine members including a Chairman and eight members. The number of members of this committee will not be more than nine. Some key points related to the National Disaster Management Authority are listed below :

- The Prime Minister of India will be the Ex-Officio Chairman/President of the National Authority.

- The Chairman will suggest the names of the other members. There will not be more than nine members.
- Under section (E) of sub-section (2), one member of the nominated member shall be posted as Vice President of the National Authority.

Institutional Framework at the State Level

Uttrakhand State Disaster Management Authority (USDMA)

Alike national level, there is an institutional framework for disaster at the state level as well. In Uttarakhand, many initiatives have been taken to prepare the institutional structure for disaster management. The Disaster Management Authority has been constituted in Uttarakhand under the Chairmanship of the Chief Minister. The responsibility of management of various types of disasters falls on the Department of Disaster Management, which acts as a nodal office for disaster management in the state. The implementation and supervision of disaster management activities in the state is done by the Chief Secretary, Department of Disaster Management. In the time of emergency, the task of identifying and nominating various nodal departments is done by the Chief Secretary (Disaster). The State Disaster Management Authority carries out the following key activities :

- For all the aspects of disaster management for Uttrakhand – work on assessment, planning and implementation of schemes related to prevention, mitigation, pre-preparation and response.
- Ensure better coordination between the state and the centre during the time of disaster.
- In the whole of Uttrakhand, covering all the units and agencies of the government, forming a uniform control, direction and coordination framework so that in order to respond in an emergency, preparedness, mitigation and prevention activities can be smoothly executed.

State Emergency Operation Centre (SEOC)

At the state level, the State Emergency Operation Centre is being operated 24 hours every day of the week in the office of the Uttrakhand State Disaster Management Authority. The emergency telephone number for the State Emergency Operation Centre is 1070. The State Emergency Operation Centre will be in coordination during any natural and man- made disasters. Along with this, it will also work to notify the Response Officer (RO) to maintain continuous communication with all levels and the community. The State Emergency Operation Centre will be equipped with a trusted communication system (telephone, radio communication etc.).

Institutional Framework at the District Level

System at the District Level

According to the guidelines given in the Disaster Management Act 2005, the District Disaster Management Authority has been constituted at the district level. Based on the requirement, relief is provided by the Disaster Management Department. At the district and state level, the participation of the District Magistrate is necessary at the stages of execution and rehabilitation.

District Disaster Management Authority (DDMA)

A District Disaster Management Authority was established in each and every district. In this Authority constituted under the Chairmanship of the District Magistrate, there shall be seven members as per the guidelines laid down by the State Government and the Disaster Management Act. For the smooth implementation of the District Disaster Management Authority, arrangements have been made for the formation of the Executive Committee under the chairmanship of the District Magistrate. The organizational structure of the District Disaster Management Authority is as follows – the structure of the Executive Committee is as follows :

- District Magistrate – Ex-Officio Chairman
- President, Zila Parishad – Co-Chair
- Police Superintendent – Ex-Officio Member
- Chief Medical Officer – Ex- Officio Member
- Deputy Development Commissioner – Ex-Officio Member
- Additional District Magistrate (Finance/Revenue) – Ex-Officio Member
- Senior engineers of the district – Ex-Officio Member

Additional District Magistrate (Finance/Revenue) will be the Chief Nodal Officer of the District Disaster Management Authority.

DDMA is primarily responsible for preparing the District Disaster Management Plan, identifying sensitive sites in the context of disaster within the district, coordinating with national and state level different schemes in terms of disaster management, coordinating with all the respective departments at the district level at various stages of disaster, if necessary, to issue guidelines of departments to adopt measures for the prevention and mitigation of disaster etc. Along with this, monitoring of the work done by the departments in different phases of the disaster is also a major task of the DDMA.

District Emergency Operation Centre (DEOC)

Generally, the District Emergency Operation Centre, established in the District Disaster Management Authority office, is equipped with various information, technology based state-of-the-art equipment, computed with Internet facility etc. This Centre, which function 24X7 basis, is operated through the district administration. This Centre has all the facilities like rescue kits, wireless etc. Along with this, it is equipped with facilities like ham, early warning system etc. The District Project Officer is in-charge of this Centre and she/he works under the direction of the Additional District Magistrate (Finance/Revenue).

This DEOC is connected to all the governmental departments. Inventory of resources and information related to all departments is uploaded on the network of information and technology in which information related to available human and physical resources, their area of work, vehicles, other equipment etc. with firefighters, police department, health department, food and supplies department, city council, transport department, public works department etc. This inventory is very important and helpful in relation to adequate availability of resources at the district and state level at the time of emergency.

2.5 Departmental Challenges and Areas of Improvement

In addition to the coordination between the key departments, there are some other issues related to the department, on which the officials of the state and the district level need to meet jointly in order to arrive at a solution. In reality, these challenges are related to the human resources, technical capacity of the staff and the absence of infrastructure, due to which both the response time and the quality of service during the disaster are affected. In view of multi disasters and disaster preparedness, response to disaster and restoration and reconstruction work after disaster, the following are the challenges for the Drinking Water and Sanitation Department on which the department needs to work –

Issues and Challenges

- The lack of human resources, especially at the field level.
- Lack of better coordination with power supply and municipal bodies.
- Pipes and other departmental structures, which are in place for the supply of drinking water, tend to be very old and as a result, even a small disaster can affect them adversely.

Steps Taken to Combat Challenges

To combat these issues and challenges, some steps should be taken immediately at the departmental level. These steps are as follows –

- To establish new water supply sources.
- To change and repair old pipelines and water sources.
- To implement the Watershed Project in a big way to increase supplies and make the sources sustainable. For this, the project can be developed under the Uttarakhand Water Development Project.
- To prepare a plan for alternate arrangements of water supply in case of the failure of main arrangements in rural areas.
- In view of structures which are damaged due to disaster, especially in mountainous areas, development of new resilient technologies for drinking water supply in those areas.
- At the time of the disaster, for the purpose of repairing of the damaged structures of water supply, staff within the department and the staff at the community level should be trained at field level,
- To maintain backup pumps even in rural water supply programmes.
- Arrangement of alternative sources of energy to avoid disruption in the drinking water supply in case of no electricity.

3. Measures Taken by the Department at Different Stages of Disaster

When the debris is spread all over at the time of disaster, the hill streams bring sand, stones, silt etc. with them and the water bodies are often destroyed. People have to leave their homes, village, areas and take shelter elsewhere. At that time, the affected community faces acute difficulty of drinking water. Generally, food items are taken care of in relief materials but no one thinks about drinking water. In such a situation, many times the community has to use the surrounding dirty polluted water, which causes serious health problems for them. Along with this, permanent structures such as I well, pipeline etc. of the department also face serious damage. In this situation, the Department of Drinking Water and Sanitation becomes more important in terms of disaster and this department has an active role in the three stages of disaster. Before the disaster, where the department works to repair and arrange it's departmental structures and arrange water resource options while during the disaster, its important work is to provide clean and pure drinking water to the affected community. After the disaster, it works towards the proper maintenance of departmental goods and repair of departmental structures and in the subsequent days, prevent infectious diseases from spreading by coordinating its work with the Health Department. In this chapter of the document, the activities of the department in different stages of the disaster are discussed in detail. Along with this, SOP has been prepared on the guidelines for editing activities in different phases. (Attachment No. 1)

3.1 Pre-Disaster Actions (Prevention, Mitigation and Preparedness)

To reduce the effects of any disaster, prevention, mitigation and preparatory measures and activities are proved to be very effective. These are activities that are of long term in nature and can be incorporated with the developmental activities of the department. In this direction, some measures can also be taken by the Department of Drinking Water and Sanitation, which can be helpful in reducing the effects of disasters. It is compulsory to integrate these activities with the department's ongoing developmental schemes/programmes. Under these measures, those points are included in the annual work plan of department' which work toward reducing the impact of the disaster and increase the ability of the department and the community to deal with disasters. Preparedness under the Department of Drinking Water and Sanitation is a critical step, where department identifies the sensitive areas along with their routine activities and control disaster conditions to the extent possible by ensuring timely storage of the necessary materials to meet the drinking water needs of the disaster affected communities affected.

These activities are continued throughout the year under various schemes/programmes run by the department and financial arrangements are made from various items for e its implementation. In addition to this,

District Disaster Management Authority determine the activities related to disaster prevention, mitigation and strengthening, and send the training need assessment to state disaster management authoritu. Additional District Magistrate (Finance/Revenue) will provide proper funds to district disaster management authority through Revenue department to conduct the activities

Activities to be implemented under this stage are as follows –

Identification of Sensitive/Vulnerable Areas and Preparing Action Planning

Planning for prevention, reduction and preparedness activities is an essential component. Identifying sensitive areas/districts based on vulnerability assessment and working on priority basis in those areas is an effective step towards reducing the effects of the disaster. The vulnerability of the region or district has been determined on the following grounds :

- Based on the statistics provided by the department on disaster incidents and the damage caused by them – On the basis of information received from the department and data provided by the department, the areas where the incidence of disasters has happened repeatedly are the most sensitive areas/districts.
- On the basis of available resources – In areas/districts where the required resources are not available in adequate quantity with the department, the area belongs to the sensitive area in terms of disaster.
- Areas distant from the main route – Areas where there is no accessibility facility or where there is no road facility. Generally, such areas are more sensitive than those connected with roads.

The following preparations will be required to deal with the disaster for the identified sensitive districts/areas on the above grounds–

- To set up coordination with other departments in disaster situations, appointing a nodal officer by establishing a disaster team from the state to the district level within the department.

- To meet the minimum requirements of IRS for flood, landslide and flash floods, such as - ensuring the appointment of competent authorities and other personnel in planning, logistics and operation wing and make their information available to the State and District Emergency Operation Centre. (Order No. 1501/XVIII – (2)/16-13 (5)/2007 Date: 21 June 2016)

- Identifying the most sensitive districts and development blocks/areas in terms of disaster, collecting all the information related to population, settlement, details of available drinking water sources, status of tube wells etc.

- Ensure availability of various types of pipes, specials, tools and plants (T&P), spare parts of centrifugal pumping plant and hand pipe and submersible pump etc. in the secured stock of the department.

- Ensure adequate storage of water purifying medicines (Sodium Hypo Chloride).

- List the content suppliers, contractors, fitters and their entire gang, and make a list of them including their phone numbers.

- In order to provide water bottles in case of failure of tankers to reach the relief camps, identify and prepare a list of water bottling units at the district and development block level beforehand.

- Together with ASHA, Aanganwadi workers and voluntary organizations, organize and promote sanitation promotion activities on regular basis at community level and in relief camps during a disaster.

- To form a WhatsApp group among all concerned officers/staffs so that any kind of information related to the disaster can easily be delivered to all the people within a short period of time.

- Immediate recommendations of the demands coming from the district level towards reducing the disaster.

Infrastructure Strengthening and Human Resource Development

Keeping in mind the disasters in the state of Uttarakhand, it is necessary to ensure structural strengthening and adequate provision of human resources in the development plans within the department. Under this, in the activities undertaken by the department, on one hand, where strengthening of departmental buildings/staff quarters has been discussed, on the other hand, the department has discussed the need to increase the capacity of the work while eliminating the shortage of human resources. The following activities are recommended under this –

- To ensure that all departmental structures are constructed at safe places for water supply so that the loss is minimal.
- Depending on the sensitivity/vulnerability assessment, repairing of demolished offices, buildings and I well etc. on priority basis in the identified district/areas.
- To ensure that the pipelines are not cut or disconnected and the hand pumps are in working condition.
- To ensure the repair and cleaning of tube wells and overhead tanks.
- To ensure the changing of pipelines with leakage.
- To overhaul and repair the mobile generators available with the department so that when there is an electricity crisis during the disaster, water can be supplied with the help of generators.

- To ensure that the vacant posts in the department be filled immediately with regular employees/officers.

Need Assessment and Capacity Building

The capacity building of staff and community under the preparedness of the department is an important element. Given the change in the nature of the disaster, it is necessary to conduct training/orientation on certain subjects for capacity building of each level. This is necessary since the community directly faces disasters. Therefore, it is also an important responsibility of the department to conduct awareness drives at the community level. Under the needt assessment and capacity building, the following activities are recommended:

- Ensure the provision of training of departmental staff at the department level.

- Ensure active participation of the department in the Mock drills organized by the Disaster Management Department.

Nodal Agency for Early Warning

The early warning system plays an important role in reducing the risks of any type of disaster. The department or organization which has a more active early warning system from the state to the district level has lesser risk in the context of the disaster. The early warning system should work in both directions, from top to bottom and from bottom to top. That is, prior warnings or information received from the government are important for preparing the community for disaster relief and it is also necessary for the administration to take information from the community in order to plan locally.

Institutions authorized by the Government of India to give initial warning during the various disasters in respect of disasters at the department level are as follows –

Table 2: Institutions authorized by the Government of India to issue early warning for different disasters

Disaster	Authorized Institution
Flood	Central Water Commission
Heavy Rain/ Cloud Burst, Landslide	Geological Survey of India
Avalanche	Snow/Ice and Avalanche Study Establishment
Heat Wave and Cold Wave	Indian Meteorological Department

The Government of India classifies the warning of danger according to the level of intensity of disasters. Details of various disasters and related warnings are as follows –

Heavy Rain/Flood/Flash Flood

A network of flood warning stations and daily water bulletins have been developed in the following sections to provide flood related information and daily water bulletins to all designated office bearers and agencies of the Central Government, State Governments and District Administrations by the Central Water Commission for all major river valleys during the southeast monsoon season –

Table 3: Categorization of danger in terms of flood disaster

Category	Description
Fourth	Low flood (water level between warning level and danger mark)
Third	Moderate flood (water level below 0.50 meters, less than high flood level and above danger mark)
Second	High flood (water level below high flood level but at 0.50 meters of high flood level)
First	Extraordinary flood (water levels at high flood level or above)

Landslide

Indian Geological Survey Division issues pre-warnings related to landslide to all authorized officials and institutions of the Central and State Government and the District Administration in the following categories –

Table 4: Categorization of danger in terms of landslide disaster

Category	Description
Fourth	Landslide of small intensity, whose impact site is far from human settlement and there is no loss of life and property.
Third	Landslides under this class are of relatively high intensity and this leads to loss of structural facilities like important highways and roads, railways and other civil facilities, electricity, water etc.
Second	The impact of landslides in this class is on people living near the settlement areas, resulting in loss of lives and property, but in small quantities.
First	Under this category are those landslides which are near populated areas like urban areas or more dense populations. By doing any activity on such slides, human life and property are likely to suffer widespread losses.

Avalanche

In the context of avalanches, the Snow and Avalanche Study Establishment of the Defense Research and Development Organization, Chandigarh is responsible for issuing warnings to all the designated officers and agencies of the Central and State Governments and the District Administration. Avalanche related categorization is as follows –

Table 5: Categorization of danger in terms of avalanche disaster

Category	Description	Stage
Low	Generally, it is a favourable situation. In this situation, triggering is required in areas with heavy loads and extreme slopes. At such a time, lives/people are safe in the valley. Caution is required while walking on slopes.	Yellow
Moderate	This is partly an adverse situation. Most avalanche impact slopes and places with additional weight are more prone to its outbreak. It can also occur in the valley. In this situation, one should go on the slopes with extreme caution. One should be vigilant while roaming in the valleys and avoid variance on steep slopes. Caution should be taken in the selection of travel routes.	Yellow
High	This is an adverse situation. Its danger is prevalent in all the areas prone to avalanches. There is also a higher chance of its outbreak in the valley regions. In such a situation, all types of activities should be stopped. At this time, there is also the possibility of air borne avalanche.	Orange
All four sides	This is a very adverse situation. There is a possibility of a major avalanche on all possible avalanche slopes. At such a time, all types of activities should be stopped. At this time, there is also the possibility of air borne avalanche.	Red

Earthquake

Forecasting an earthquake disaster or its earlier warning is not possible. Still, it is possible to find out about earthquake and tremors and monitor them. Indian Meteorological Department is the nodal agency of the Government of India, which monitors seismic activities in the entire country and in nearby regions. The Indian Meteorological Department is responsible for assessing the parameters of earthquake sources immediately after the earthquake and provides information to all the concerned agencies of the Centre and State responsible for relocation

and rehabilitation. It is also the responsibility of the Indian Meteorological Department to give earthquake information to the public information channels, press, media and post it on its website.

Table 6: Categorization of danger in terms of earthquake disaster

Category	Description	Stage
Low intensity	More than 5.0 on the Richter scale	Yellow
Moderate intensity	More than 5.0 on the Richter scale but less than 7.0	Orange
High intensity	More than 7.0 on the Richter scale	Red

3.2 Response

Under the Response Plan of the department, various preparations have been discussed to work during the disaster to deal with the disaster. Under this, the formation of the disaster cell and the disaster team and the appointment of the nodal officer are done in accordance with the standards of the Emergency Response System (ERS). According to the ERS standards, the team works in response to disaster while dealing with various associated departments. The early-warning system has been prominently included in the Response Plan and the catalyst system has also been discussed, which makes the implementation of the Response Plan successful. The Drinking Water and Sanitation Department performs the task while coordinating with the associate departments like – District Disaster Management Agency, local urban bodies, Panchayati Raj organizations and Health Department.

Triggering Mechanism

Under the triggering mechanism, the situation is such in which all departments and emergency operation centres are activated for themselves to respond immediately after getting any warning or any kind of information. Activities that have been identified under the Response Plan are those which are self-motivated activities to eliminate the effect of the disaster and those that can be induced instantly in the direction of reducing the losses.

The main purpose of creating a triggering mechanism for natural disasters is to work in a controlled way in order to control its intensity and manage the situation in case of disaster. Triggering mechanisms can vary for natural disasters in different situations i.e. where the pre-warning system is available, the triggering mechanism will be different while the areas where the pre-warning system does not work, different triggering mechanisms will be discussed.

A. In case of availability of pre/early warning system

- Nodal agencies at the national level are authorized to collect information about incidents of natural disasters and to spread future possibilities about disaster. These nodal agencies will give prior notice of the potential danger based on the prediction of the disaster under the prescribed protocol for the National Emergency Operation Centre and the Home Ministry.

- Based on the forecasts received from the nodal agencies, the National Emergency Operation Centre and the Home Ministry will monitor the circumstances and issue warnings to the state and district level emergency operation centres and other authorized officials to be vigilant.

- Based on the severity of the situation, the National Emergency Operation Centre will be informed by the State Emergency Operation Centre and the District Emergency Operation Centre and other authorized officials to fully activate the emergency operation centre established at the state and district level.

In the short term, certain specific measures can be adopted in respect to certain specific disasters to spread the warning or information related to the disaster and its threat to more people. As in the situation of fire, alarm can be played, playing the siren in the event of a disaster caused by industries, in the case of floods and landslides, people can be alerted and warned by broadcasting through channels such as radio, television, loudspeaker and waving a warning flag.

- State and district level emergency operation centres, from the state to the development block, will give directions to the administrative mechanism to be prepared with their available human and other resources to respond to the situation of the disaster.

- Broadcasting of warnings to potential communities affected by disaster and their safe withdrawal from the potential area will be the first and foremost task.

- A dialogue mechanism should be established at the district level, so that real information can reach to the people in proper form.

- Once the warning is issued, the community must be constantly warned with the latest information update about the disaster.

- When issuing warning, special attention should be given on the words used for warning. It should always be kept in mind that the language of warning is simple and that simple words that can be understood by a common man are used.

- In view of the possibility of disaster, the District Disaster Management Authority/District/Local Administration will do the

work to clear the people from the disaster site. For this, a detailed order will be issued at the state and district level and all necessary preparations will be ensured.

- After this, all the concerned officials at all levels will be followed-up so that they are ready to respond to the disaster situation.

- Standing orders related to disaster and preparedness will be reviewed on an annual basis and the reviewed standing order will be broadcast among all concerned.

B. In case of non-availability of Early -warning system

In places where no pre-warning system related to natural disaster is working, there is a triggering mechanism to work under a specific procedure for clearance and relief work at the immediate level. The following procedures are adopted in such situations –

- The District Emergency Operation Centre, District Magistrate, Deputy District Magistrate will be informed about the incident by the people working at the field level and the nodal departments.

- The District Emergency Operation Centre will be fully operational to deal with the incident.

- The State District Disaster Management Authority/State Emergency Operation Centre will be informed of the incident by the District Emergency Operation Centre/District Magistrate and seek help from them.

- The State Emergency Operation Centre will be active and will inform the National Emergency Operation Centre. The National Emergency Operation Centre will receive the first information from here.

- Quick response teams, search and rescue teams and health and paramedical teams will be formed soon after getting the information.

- The District Magistrate themselves will review the situation and take coordination, order and control in their hands.

- Incident Response Team will be formed.

- A meeting of all concerned will be called by the District Disaster Management Authority to review the situation.

- A team will be constituted for a quick assessment of the loss due to the disaster.

- The concerned departments/agencies will get active to start the work related to electricity, communication, transportation etc.

- With the view to provide immediate relief to the disaster-affected people, arrangements for supply of food items, drinking water etc. will be ensured.

- After this, follow-up activity will be done by each concerned department at every level to monitor the Response and Relief work.

Incident Response System (IRS)

Incident Response System (IRS) is the effective system for working systematically during response. Keeping in mind the highest level of disaster, all the tasks to be performed in view of the possible problems are included. Keeping in view all possible response requirements under the Incident Response System, a team has been formed by involving officials from different sections and departments, who will work to fulfill their fixed responsibilities. All the members in the team are aware of their responsibilities, actions and role. According to the state's administrative structure and the Disaster Management Act 2005, the RO/Incident Commander will be in-charge of the entire incident response management at the state and district level. IRS will work at all levels – state, district, tehsil and development block. Under the IRS, a nodal officer will be appointed from the Department of Drinking Water & Sanitation, who will be responsible for disaster related work within the department. Along with this, she/he will have a fixed role in the IRS as well.

Activities Performed by the Department during the Disaster

During response, the Drinking Water and Sanitation Department conducts the following key activities –

- Ensure arrangements of water tankers for the early days (1-2 days) of the relief camps and in the distressed areas.
- If a pipeline is passing through near the camp, ensure to provide water from there.
- Ensure installation of hand pumps in camp's set up for a long duration (7-10 days or more).
- Ensure chlorination of all hand pumps through their upper end.
- Restore water by putting submersible.
- Ensure water supply to drought prone areas through the medium of mules and tankers.
- Ensure quality check of drinking water provided by the tankers.

3.3 Post- Disaster

Even after the disaster, the impact of the disaster persists for a long time and its impact falls on drinking water sources. In such a situation, it is the responsibility of the Department to coordinate with the Health Department and do regular chlorination of the drinking water sources. Apart from this, the repairing work of damages caused to departmental buildings and other types of damages etc. is also done under this stage. Under this stage, the transportation of hand pumps engaged in camps and temporary pipelines back to the storehouse is an important task. The key activities performed by the department in this stage are as follows :

- Ensure dismantling of all hand pumps in the relief camps and returning them under the department's security.
- Ensure removal of temporary pipelines from the camps.
- Chlorination of all hand pipes every week.
- To check the quality of water in the departmental laboratory and to take measures to clean it on the basis of recommendations.
- Ensure arrangement of immediate repair of damaged pipelines.
- Demand of budget for damaged assets/infrastructures by sending the prepared report to the government.
- Recommendation on preferential basis after scrutiny of the demand for budget.

4. Monitoring, Review and Knowledge Management of Departmental Disaster Management Plan

4.1 Monitoring and Review

It is an important aspect to check the effectiveness and shortcomings in the process of implementation of Departmental Disaster Management Plan. Using this document as an effective implementation tool during the disaster, determining indicators, periodically reviewing the measures to overcome deficiencies and by updating the plan from time to time, it will also be used as a monitoring tool for disaster management efforts.

On the other hand, the process of documenting the disaster management plan and learning from its implementation will also help the department to assess its responsibility during the time of the disaster. At the departmental level, not only the work done during the various stages can be reviewed, but it will also be seen at the level of the State Disaster Management Authority whether the planned activities are going in the right direction or not.

In order to check the level of preparedness and upgrade departmental coordination during emergency, mock drill may be a better method of rehearsal testing. It will be based on past experience of disaster and learning received. On one side of the mock drill, we will be able to evaluate the response activities; while on the other hand, it will also help in better coordination with administration, different departments, voluntary organizations, other stakeholders and communities. The mock drill will not only help in understanding the aspects that are missing from our plan, but if necessary, the department will also be helped in updating the plan. Due to continuous mock drills, the ability to respond becomes faster and better and the task of response and re-evaluation will also be done.

The department should certainly perform the following tasks –

- Adding the activities of mitigation and prevention in the departmental annual work plan.
- Developing performance index involving time limit and expected results. This index should be both quantitative and qualitative.
- Execute mitigation and prevention plan.
- Conduct quarterly review of programmes operated at the state and district level.
- Review pre-preparedness and reaction mechanism.
- Preparation of index of preparedness and response results.
- Provide review and feedback at the state and district level after the disaster.
- Training of officials on disaster management through State Disaster Management Authority/District Disaster Management Authority.
- Update the District Disaster Management Authority latest by the end of April every year.

The assessment and evaluation of the Departmental Disaster Management Plan will be determined on the basis of the following points–

- Availability of resources
- Coordination between different departments/agencies
- Participation of the community
- Participation of voluntary organizations
- Participation of insurance companies

4.2 Role and Responsibility of State Units of the Department and the State Emergency Operation Centre in Monitoring and Evaluation

Local Level Implementation of Departmental Disaster Management Plan

- Marking and ensuring the implementation of disaster risk reduction in all development projects and schemes.
- Examine the resources available in the districts every six months and check whether they are adequate and active.
- On the basis of analysis, the department has to take approval from the concerned officials for the use of development funds for the removal of unused and scraped resources and the purchase of new resources in their place.
- Monitoring that all activities related to prevention, mitigation, pre-preparation and response are being implemented correctly within the district.
- Identifying the activities funded by the Central or State government that can be used for disaster management by the head of the department at the state level. In the meantime, the standards of the centrally sponsored schemes should also be kept in mind.

Audit of the Implementation

The monitoring and evaluation work can be done by various audits of the department. Some of those are as follows –

- Electricity audit of important infrastructure, including urban areas.
- Fire safety audit of all important infrastructure of the department, including urban areas.
- Emphasize the use of National Building Code during the construction of departmental buildings, hospitals etc.

4.3 Documentation of Learning

Updating the Plan

Departmental Disaster Management Plan is a "living document" and according to the Disaster Management Act 2005, before May each year, the state level departmental head or nodal officer (disaster) will update this document with the help of departmental disaster management team. Following the guidelines approved by the Uttrakhand State Disaster Management Authority in updating this document, the following points will be considered –

- Identifying and listing of sensitive/vulnerable areas.
- Identifying and listing of necessary resources.
- Updating human resources.
- Identifying technical necessities, equipment/machines and update them accordingly.
- Understanding the issue of inter-departmental coordination and coordination with other departments and working towards improving it.
- Linking disaster management activities with other plans/programmes.
- Modifying other points as necessary.

Reporting and Documentation

Every year before March, annual report/documentation should be done of the implementation of the Departmental Disaster Management Plan, in which the process of preparing the disaster management plan, adopted strategy, main achievements, challenges, coordination, desired help from the State Disaster Management Authority/District Disaster Management Authority are included. A few case studies related to disaster management plan should also be included in this document.

Evaluation Post Disaster

Drinking Water and Sanitation Department will evaluate its performance based on the tasks related to its department. After the post-disaster relief and rehabilitation activities are completed, the department should carry out the following evaluation tasks–

- Nature of interventions and cooperation by the state
- Suitability of institutional structure, nodal officer and other authorized officials
- Time and resources taken for the response
- Coordination with associate departments
- Institutional arrangement and its work
- Need and necessary correction of operational procedures
- Effectiveness of monitoring

- Communication and logistic related issues

4.4 Check-List for Monitoring

The following checklist can be helpful for monitoring the work done by the department in various stages of disaster –

- Tour the site and prepare the report.
- Conduct awareness drives on the importance of use of bleaching powder and sodium hypo chloride.
- Supply drinking water during emergency.
- Selection of site and inspection of water.
- Field deployment of staff, fitter, mechanic etc.

Table 8: Monitoring Index for Different Stages

Early Warning Transmission Preparedness	Yes	No
▪ Inform all staff to report to their respective headquarters. ▪ Arrange water tankers. ▪ Purchase all water purification related products. ▪ Storage of supplies. ▪ Repair of damaged tube wells.		
Management of Relief Camps		
▪ Install emergency tube wells/tankers near relief camps. ▪ Arrange temporary hand pumps and lay down temporary pipelines. ▪ Disinfect drinking water sources. ▪ Supply halogen tablets.		
Health and Sanitation		
▪ If necessary, get the drinking water tested in the laboratory. ▪ Purify drinking water sources by putting bleaching powder and sodium hypo chloride. ▪ Make the community aware of using safe drinking water.		
Restoration of Infrastructure		
▪ Inspection, repair and construction of tube wells. ▪ Storage of supplies.		
After the Disaster		
Management of Relief Camps		
▪ Supply of drinking water. ▪ Supply of safe drinking water in sealed poly packets. ▪ Disinfect the water.		

▪ Inform the community, especially those evacuated from the disaster sites, about the use of safe drinking water.		
Health and Sanitation		
▪ If necessary, get the drinking water tested in the laboratory. ▪ Mark polluted and safe drinking water sources, especially tube wells, with red and green colour respectively. ▪ Use a sterilization system to purify drinking water sources. ▪ Make the community aware of using safe drinking water.		
Cattle Camp		
▪ Provision of drinking water supply by installing temporary water tankers.		
After the Disaster		
Management of Relief Camps		
▪ Remove temporary pipelines installed near the relief camps. ▪ Use sterilization system.		
Restoration of Infrastructure		
▪ To check/wash and repair water pipes and restore them to their normal condition.		
Cattle Camp		
▪ Remove temporary pipelines. ▪ Use sterilization system.		

5 Budget and Financial Assessment

5.1 State Disaster Response Fund (SDRF)

In accordance with the provisions of the Disaster Management Act 2005 and on the recommendations of the 13th Finance Commission, the State Disaster Response Fund was formed in place of the Calamity Relief Fund (CRF). In this Fund, 75 per cent contribution is from the Central Government and 25 per cent contribution is from the State Government. The Central Government gives its contribution in two stages/phases every financial year in the months of June and December. Similarly, the State Government also gives its 25 per cent contribution to the SDRF in two stages/phases every financial year in the months of June and December. In case of a certain disaster, if the Home Ministry takes cognizance of it, then on the request of the State Government, the Central Government can give 25 per cent of its contribution of the incoming year in advance, which will be adjusted in the contribution of the coming year. According to the guidelines of the Constitution and the State Disaster Response Fund administered by the Home Ministry under the Government of India, the State Disaster Response Fund will be used to provide immediate relief to the people affected by landslide, earthquake, flood, fire, avalanche, cloud burst and attack of insects. The Principal Secretary of the State will decide on the issues related to all the immediate expenses related to the relief of the State Disaster Response Fund.

5.2 National Disaster Response Fund (NDRF)

In accordance with the provisions of the Disaster Management Act 2005 and on the recommendations of the 13th Finance Commission, the National Disaster Response Fund was formed in place of the Calamity Relief Fund (CRF) at the Government of India level. The administrative arrangement of the National Disaster Response Fund is in the hands of the National Executive Committee. In the event of severe disaster, when relief work cannot be completed by the State Disaster Response Fund, after providing some necessary procedures at that time, additional assistance is provided by the Central Government through the National Disaster Response Fund. For this, it is necessary for the State Government to submit a memorandum mentioning area damages and necessary funds. After getting the state's memorandum, an inter-union central team is formed and they are given the responsibility to assess the physical funding of the damage and to assess the necessary finds for the relief work according to the existing materials and standards. After the deliberations by the Home Secretary on the report submitted by the inter-ministerial team/National Executive Committee, the Central Team Report by the High Level Committee comprising Finance Minister, Agriculture Minister, Home Minister and the Deputy Chairman of the Planning Commission and on the basis of recommendation of the inter-ministerial team, the request of the state government is considered and funds are recommended from the National Disaster Response Fund keeping in view the current contents and

standards. In case of disaster, the Centre, immediately under the State Disaster Response Fund, provides the remaining part of its 75 per cent contribution. The expenditure from the State Disaster Response Fund/National Disaster Response Fund is done by the State Government. With the help of the Ministry of Finance, the expenses incurred by the State Disaster Response Fund and the National Disaster Response Fund as determined by the Ministry of Home Affairs of the Government of India are spent only on the basis of the necessary items for relief in the standard and catastrophic disasters.

5.3 Chief Minister Relief Fund

At the state level, the Chief Minister Relief Fund has been set up for the purpose of providing immediate assistance to people affected by natural disasters or to people affected in road, air or rail accidents.

5.4 Issuing Funds to Departments and Districts

Due to natural calamities, contingency assistance for affected persons/families, to set up relief camps, to run *Langars*, to set up camps for animals, to provide compensation amount to the families of the dead, to provide compensation in case of damaged house, to provide support to displaced families and animals, to assist in the reconstruction of homes falling/destroyed from natural disasters etc., the required fund is provided through the District Magistrate. In case of damage to public property, funds are issued to the concerned department for their immediate repair and maintenance. After receiving request from the District Magistrate/concerned department, funds are allocated after receiving the recommendation from the State Executive Committee. However, for the pure relief, funds are issued as per the specific Relief Commissioned/Chief Secretary and in the next meeting of the State Executive Committee, it is presented for recommendation. In order to avoid delay in the relief work in the state of disaster, the District Magistrates have been instructed to make available the grace amount from the available funds in the district and register it after receiving relief from a specific Relief Commissioner.

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