

SAKET STUDY CIRCLE
STUDY NOTES-02 of 2017
(10.04.2017 from 04:00 P.M. Onwards)

Topic of the day:-	"Disaster Management"
In chair:-	Ms. Asha Menon, Ld. District & Sessions Judge (South)
In co-chair:-	Ms. Poonam A. Bamba, Ld. District & Sessions Judge (South-East)
Speaker of the day:-	GAPSHAM
Vetted by:-	Ms. Vrinda Kumari, Spl. Judge, (PC Act) CBI (South)/ Nodal Officer, & Mr. Sushant Changotra, Metropolitan Magistrate (South)/ Member, Saket Study Circle.
Rapporteur:-	Ms. Shreya Arora Mehta, Secretary, DLSA (South), Ms. Saloni Singh, Metropolitan Magistrate (Mahila Court)(South) and Mr. Anubhav Jain, Metropolitan Magistrate (Traffic)(South-East)

In Attendance:-

1. Ms. Rukmani, District Project Officer,
District Disaster Management Authority (South)
2. Mr. Vinod Kumar, Quick Response Team Operator
3. Mr. Ajit Singh, Quick Response Team Operator
4. Mr. Ajay Singh Birla, Quick Response Team Driver

OPENING REMARKS

The topic of discussion for Saket Study Circle was 'Disaster Management' and the workshop was conducted by the organization 'Global Academy of Public Safety & Habitat Management' (GAPSHAM). The necessity of reviewing the preparedness of Saket Court Complex to meet any exigency such as man-made or natural disasters was stressed upon.

KEY POINTS

The objectives of the workshop were namely, (1) to get familiar with the Saket Court Disaster Management Plan; (2) to know how to use the plan; and (3) to understand the implementation methodology. The basic understanding about the Disaster Management Plan (for short, "D. M. Plan") was initiated by explaining the definition of a 'disaster' as per the Disaster Management Act, 2005, which means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man-made cause, or by accident or negligence, which results in substantial loss of life or human suffering or damage to, and destruction of, property, or damage to, or degradation of, environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area. The difference between mock drills and DM Plan was also explained. Mock Drill needs DM Plan and its purposes to test the DM Plan.

'Disaster Management' is defined in the said Act to mean a continuous and integrated process of planning, organizing, coordinating and implementing measures which are necessary or expedient for :-

- (i) Prevention of danger or threat of any disaster;
- (ii) Mitigation or reduction of risk of any disaster or its severity or consequences;
- (iii) Capacity-building;
- (iv) Preparedness to deal with any disaster;
- (v) Prompt response to any threatening disaster situation or disaster;
- (vi) Assessing the severity or magnitude of effects of any disaster;
- (vii) Evacuation, rescue and relief; and

(viii) Rehabilitation and reconstruction.

A D. M. Plan is dynamic and organic in nature. It requires continuous and regular up-dation. The first section of the D. M. Plan explains the Disaster Management Act, 2005, the definitions given in the said Act, the necessity of such a plan, tools of dissemination, the implementation of the plan and its review and updating. The second section of the D. M. Plan gives the profile of the Saket Court with its layout plan, infrastructure and geographical location. The third section of the D. M. Plan covers the Hazardous and Vulnerability Analysis of the Saket Court. This section is the most important part of the D. M. Plan as it identifies the existing and potential vulnerabilities of the Saket Court (outside and within the campus), its assessment/analysis, diagnosis and limitations. For example, the study of fire, the fire fighting equipments, interface with external agencies (fire brigade/hospital etc.), the human resource needed in case of a mishap, safety signage in the building including exit points, training to members or groups of the disaster management committee etc.

The next section covers the mitigation plan, which is the implementation to be carried out by the Disaster Management Committee on a immediate basis. The implementation can be done at a minimal budget and has to be completed within predetermined time lines. It was stressed that a floor wise identification and diagnosis of the vulnerabilities in the Saket Court has to be done and its monitoring is needed at regular intervals.

The fifth section of the D. M. Plan is the preparedness plan, which would be helpful in case of an emergency situation. It includes disaster management teams, team members and their contact numbers, team roles

and responsibilities e.g., search and rescue, first aid, site security etc., resource inventory e.g., emergency kit supplies, food and medical supplies, disaster preparedness checklists, evacuation plans and procedure, preparedness activity calender, action plan for mock drills, training and capacity building, communicating planning and staff release plan. The speaker also stressed upon the 'Rapid Visual Survey' to know the structural vulnerabilities of the building.

The sixth section deals with the response plan, which identifies all the actions to be taken in cases of emergency. The next section seven covers the evacuation plans for the building and floor wise comprising of around 23 maps.

The next part of D. M. Plan is dissemination methodology which includes 'general awareness' and 'hand holding' involving skill development of teams, skill development of staff on actions and responses during a disaster/emergency, skill development of staff on usage of maps, and familiarity/awareness about teams and the team members. The dissemination tools that can be adopted are power point presentations (for large groups), discussions forums, meetings, trainings, Saket Court websites (authorized access only), mock drills, distribution (authorized persons only), display of team members name and contact numbers at prominent places and any other method that may be appropriate.

The presentation of the Resource Person is **Annexure 1**.

During the workshop, the members of the Quick Response Team (QRT) also demonstrated moves to save oneself in the event of an earthquake. The speaker also explained the concept of Triangle of Life.

CONCLUDING REMARKS

Ld. District & Sessions Judge (South) and Id. District & Sessions Judge (South-East) reiterated the importance of the Disaster Management Plan, its implementation and the role of each of the stakeholders.

Thereafter, the interactive session between the participants was followed by tea.

A Workshop on
Implementation Methodology
of the Saket Court Disaster Management
Plan

By
Global Academy of Public Safety & Habitat Management
(GAPSHAM)

10th April 2017

Objectives of the Workshop

- **To Get Familiar with the Saket Court D.M. Plan**
- **To Know How to Use the Plan**
- **To Understand Implementation Methodology**

Some Basics

Definition as per Disaster Management Act-2005

"A Disaster" means

- **Catastrophe, mishap, calamity or grave occurrence** in any area,
- Arising from **natural** or **man-made** causes, or by **accident** or **negligence**
- Which results in **substantial loss of life** or **human suffering** or **damage to**, and destruction of, **property**, or damage to, or degradation of, **environment**,
- And is of such a nature or **magnitude as to be beyond the coping capacity of the community** of the affected area;

Definition as per Disaster Management Act-2005

- **"Disaster Management"** means a continuous and integrated process of planning, organising, coordinating and implementing measures which are necessary or expedient for-
 - (i) **Prevention** of danger or threat of any disaster;
 - (ii) **Mitigation** or reduction of risk of any disaster or its severity or consequences;
 - (iii) **Capacity-building**;
 - (iv) **Preparedness** to deal with any disaster;
 - (v) **Prompt response** to any threatening disaster situation or disaster;
 - (vi) **Assessing the severity** or magnitude of effects of any disaster;
 - (vii) **Evacuation, rescue and relief**;
 - (viii) **Rehabilitation and reconstruction**;

Points To Ponder about a D.M. Plan

➤ Strategic Documents

- ✓ Specific Tools and Procedures
- ✓ For current reference and ease of use
- ✓ Incorporating strategic development issues within

➤ Organic in Nature

- ✓ Gets modified over the period
- ✓ In adaptable manner.

Know Your D.M. Plan

Section-1: Introduction

- Disaster Management Act-2005
- Definition as per D.M. Act-2005
 - Necessity for D.M. Plan
 - Dissemination
 - Implementation
 - Review & Updating

Section-2: Profile of Court

- Layout Plan
- Infrastructure
- Geographical Location

Section-3: HRVC Analysis

- HRV Matrices
- Non-Structural Hazard Assessment
 - Vulnerability Study of Fire Hydrant/Fighting System
 - Training Needs
 - Safety Signage
 - Resource Need Analysis
- Structural Hazard Assessment
- Hazard Outside the Court campus
- Vulnerable Locations within the court campus

Section-4: Mitigation Plan

- Non-Structural Hazards Mitigation
- Mitigation Measures for Deficiency Identified in Fire Hydrant/Fighting System
- Floor Wise Fire Fighting Equipment Requirements
 - Safety Signage
- General Safety, Security & Policy Related Mitigation measures
 - Other Measures for Mitigation
 - Safety Audits

Section-5: Preparedness Plan

- Disaster Management Teams
 - Team members & their contact numbers
 - Teams Roles and responsibility
 - Resource Inventory
- Disaster Preparedness Checklists
 - Evacuation Plan & Procedure
 - Preparedness Activity Calendar
 - Action Plan for Mock Drills
 - Training and Capacity Building
 - Communication Planning
 - Staff Release Plan

Section-6: Response Plan

- **Emergency Actions**
- **Hazard Specific Response Plans
(34 Hazards)**

Section-7: Evacuation Maps

- **Building & Floor Wise
(Total 23 Maps)**

Dissemination

➤ **Awareness Generation**

➤ **Handholding**

- Skill development of Teams
- Skill development of staff on actions & responses during a disaster/emergency
- Skill development of staff on usage of maps
- Familiarity/Awareness about teams and team members.

Dissemination Tools

- ✓ Power Point presentations (in large group).
- ✓ Discussions Forums.
 - ✓ In meetings.
 - ✓ Training.
- ✓ Saket court Website (authorised access only).
 - ✓ Mock drills
 - ✓ Distribution (Authorised persons only).
- ✓ Display of team members name & contact numbers at prominent places.
- ✓ Any other method thought appropriate.

Implementation

Implementation Responsibility

- Disaster Management Committee
- In-charge (Disaster Management)
- Teams' In-charge/Leaders (Their own teams capacity building)

Phases of Implementation



Phase-1

Dissemination to everybody



Phase-1: Dissemination

Step-1: All Staff

Step-2: Roles & Responsibility
to various Teams

Step-3: Outside support agencies

Reviewing the HRVC report

Setting of Timeline

Phase-3: Setting of Timeline

Step-1: Review Preparedness and Mitigation Plan

Step-2: Prioritization of actions/activities, viz

- Training & capacity building of Teams
- Training of staff
- Non-Structural Mitigation
- Resource acquisition
- Structural Mitigation
- Other measures as given in DMP

Step-3: Finalization of Timeline for various actions as per priority set

Phase-4

Implementation of Preparedness & Mitigation Plan as per the time line set

Phase-5

Practice Response Plan through Mock Drills to know

- Gaps in preparedness plan
- Changes needed in various procedures of Response Plan
- Re-setting of priorities for capacity building

Phase-6

**Modifications in DMP
based upon the mock
drill findings**

Phase-7

**Dissemination of
modifications
and
subsequent capacity
building, if needed.**

Review

Review

- At least twice a year
 - In the Beginning
 - In the Middle
- After every accident/
incident/disaster
- After every Mock drill

Updating

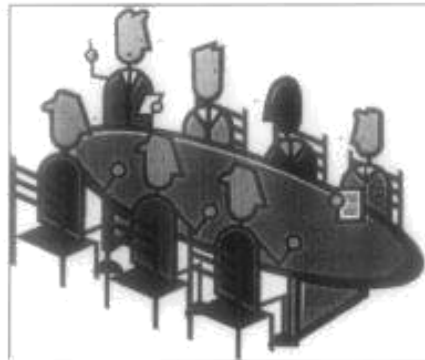
Updating

- At least once a year (in the beginning)
- After every accident/incident/disaster
- After every Mock drill

Disaster Management Teams

Team-1

Disaster Management Committee



Team-2

Evacuation Team



Team-3

Search & Rescue Team



Team-4

First-Aid Team



Team-5

Fire Safety Team



Some More Teams which may be formed Later on

- Awareness Generation, Warning and Information Dissemination
 - Site Security
- Coordination with Outside Support Functionaries
- Special Needs Personnel

Thankyou!

Global Academy of Public Safety & Habitat Management
(GAPSHAM)

Your Questions
A-1, 2nd Floor, Naraina Industrial Area, Phase-1
New Delhi-110028. (India).
Tele: +91-11-43723332,
Cell: +91-9812875832
Please

academypshm@gmail.com
www.gapsham.org