

# DISTRICT DISASTER MANAGEMENT PLAN



**2015-2016**

**District Disaster Management Authority (DDMA),  
North Garo Hills District, Resubelpara,  
Government of Meghalaya**

## *Foreword*

North Garo Hills District is prone to a number of disasters, which includes flood, cyclone, heavy rainfall and landslide, earthquake, hailstorm, fire accident and elephant depredation. Climate change is further aggravating the situation, as future disasters are likely to be more intense. The unplanned development and increase in population are other two key factors for increase in the disaster risk.

In order to manage the disaster risk, there is a need for systematic, long-term and coordinated District Disaster Management (DDM) intervention. In order to meet this challenge, a multi-stakeholder District Disaster Management Authority (DDMA), North Garo Hills has been constituted, which is the apex body for DDM in the district. The committee has developed this **District Disaster Management Plan** in a wider consultative manner as DDM cut across sectors and thus everybody's business. This forward-looking plan with the goal '*Sustainable Reduction in Disaster Risks & Recovery in all the areas of North Garo Hills District, through active participation of Community and Local Self Governance*' is comprehensive and lucid and calls for partnership among all stakeholders. It is important to implement this plan, in letter and spirit, for effective and efficient DDM in the district.

I would like to thank all DDM stakeholders of North Garo Hills district including District Disaster Management Authority, North Garo Hills District, Resubelpara for supporting this intervention. I would like to express special gratitude to the National Disaster Management Authority (NDMA) and State Disaster Management Authority (SDMA) for providing technical as well financial assistance for this model plan.

Let's work together to make North Garo Hills District disaster free.

(Shri Sibhi C. Sadhu, IAS),  
Deputy Commissioner & Chairman,  
District Disaster Management Authority,  
North Garo Hills District,  
Resubelpara.

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**CHAPTER I**

**INTRODUCTION**

**EXECUTIVE SUMMARY**

India is a vast country and is highly prone to multi disasters such as flood, droughts, cyclones and earthquakes. In the meantime, India has already experienced the Tsunami and super cyclones of Orissa, the devastating earthquake of Gujarat, unexpected flash floods in Bihar and Mumbai. Considering such situations, Government of India has already passed Disaster Management Act on 23<sup>rd</sup> December, 2005 in the Parliament. After this act, disaster is no more confined to any particular department rather it is confined to all the departments. This Act enables the State Government to develop management authority at the state level and make it more effective and specific. According to a recent study, 65% of total Indian landmass is highly prone to earthquake ; where as 12% is submerged under water annually, 16% is affected by drought, 8% is affected due to cyclone and 3% is prone to landslide (Ministry of Home Affairs, 2004).The latter alone cost about 40 million hectares of landmass. Besides, an 8000 Km. stretch of Indian coastal line affects with the fury of cyclone in two seasons. That is to say eight percent of the land is disturbed biannually with cyclones ranging from low pressure to super cyclones, like the one, which perished decades of human efforts in Orissa coast in 1999. Now the people of India especially the coastal folk are much appalled with a new avatar of nature's fury, i.e., Tsunami. The unanswered question, today, is how to tackle such disasters.

During an emergency or disaster, the District Administration will take immediate and appropriate action to determine, direct, mobilize and coordinate resource needs. The District Administration will suspend or cancel normal operations and redirect resources to save lives, relieve human suffering, sustain survivors, protect property and repair essential facilities.

The District Administration has designed, built, equipped and staffed an Emergency Operations Centre (EOC)/District Control Room, from which all emergency activities will be managed. The District Control room/EOC will communicate with the state EOC to ensure close cooperation in emergencies and disasters.

Natural Disasters have been mankind's constant though inconvenient companion since time immemorial. However, in recent times the impact of natural disasters in terms of human and economic losses has risen and the society in general has become more vulnerable to natural disasters. The effect is more pronounced in the case of poor and disadvantaged groups in developing countries like India. Records show that the disaster incidences have been increasing both in terms of frequency and severity disrupting livelihoods and damaging infrastructure.

As per the National Disaster Management Act, 2005 of the Government of India, disaster is defined as- **“a 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”.**

Meghalaya lies on a Seismic Zone V which is vulnerable to earthquake and the state has experienced it in 1897 and 1950. North Garo Hills District with headquarter in Resubelpara is one of the 11 districts of the State of Meghalaya which is prone to earthquake, flash flood, thunderstorm/thunderstorm, landslides and fire. It has been recognized that it is possible to take primitive, mitigation, preparedness measures along with capacity building of the stakeholders so that the negative impact of a disaster can be minimized, bring about effective response and relief and this can be achieved by proper planning by the District Administration/District Disaster Management Authority (DDMA).

### **1.1 VISION**

The aim of the plan will be fool proof communication, authentic and accurate database, documented and rehearsed to be activated in the shortest possible time with minimum simple orders and procedures ensuring active participation by Government, Community and volunteers at all levels, making optimal utilization of men, material and resources with no gaps or no overlaps to prevent loss of lives and minimize loss to property ensuring fastest restoration of the situation.

### **1.2 GOAL**

“Sustainable reduction in Disaster Risks & Recovery in all the areas of North Garo Hills District, through active participation of Community and Local Self government”.

### **1.3 EVOLUTION**

Because of the two major disasters that occurred in India - Super Cyclone in Orissa in 1999 and Gujarat earthquake in 2001 resulting in the formation of the Orissa State Disaster Mitigation Authority (OSDMA) and Gujarat State Disaster Management Authority (GSDMA) along with the funding and technical support from UNDP (United Nations Development Programme) implemented Community Based Disaster Preparedness Programme in the 10 Pilot Blocks of Coastal Orissa. The success of the said programme brought Govt. of India, Ministry of Home Affairs and UNDP to an agreement to resume Disaster Risk Management (DRM) Programme in some of the most hazard prone districts of India including 39 blocks of Meghalaya. The programme seeks to involve communities, NGOs/CBOs, Educational Institutions and Govt. functionaries in this multi-stake holder disaster mitigation approach where the community and all stake holders will come together to prepare Disaster Management Plan and a pressing need was felt for vast improvement to reduce the risks as well as strengthening the hands of the District Administration by well equipping the District Emergency Operation Centre (DEOC).

### **1.4 OBJECTIVES**

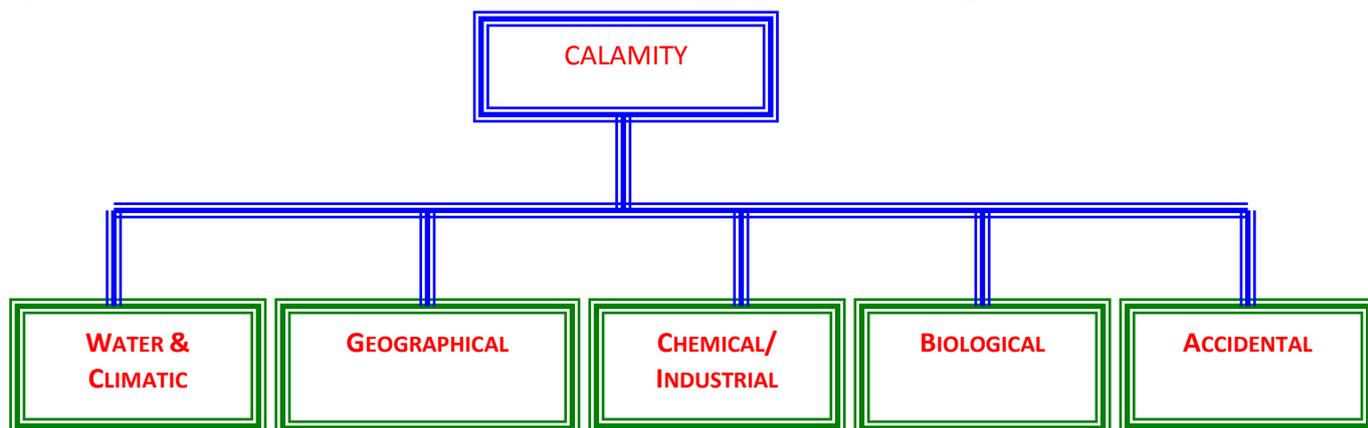
Disaster causes, at times, sudden disruption to the normal life of a society and causes damages to property and lives to such an extent that normal social and economic mechanisms available to the society get disrupted. In such cases, the existence of a District Disaster Management Plan plays a vital role as follows:

- **To identify the areas vulnerable to major types of hazards in the district.**

- To provide effective support and resources to individuals and groups in pre, during & post disaster
- To assist the line depts., District administration, community in developing coping skills for disaster management.
- To provide an organized, systematic & flexible approach to dealing with a natural calamity.
- To disseminate factual information in a timely, accurate and tactful manner while maintaining necessary confidentiality.
- It helps to develop immediate and long-term support plans for vulnerable people following a disaster.
- To affect or elicit the least possible disruption to the normal life process when dealing with individuals in disaster.
- Ensuring active participation by Govt., community, volunteers and voluntary organizations at all level making optimal utilization of material and human resources.
- To make the use of media in disaster management.
- To facilitate mitigation process
- To facilitate convergence

### 1.5 DEFINITION OF NATURAL CALAMITY

Disaster means a catastrophe, calamity or mishap, a grave occurrence, which causes loss of life, human suffering, damage to and destruction of property, and/or degradation of environment and/or which disrupts the normal functioning of societies, Government and/or communities and/or adversely affects individuals and families with severity and its includes any or more of the occurrences. The same have been grouped into five categories.



- Water and climate related disasters-, flood, cyclone, heavy rains, and hailstorm etc.
- Geological disasters- earth quakes volcanic eruption.
- Chemical, Industrial and Nuclear disasters.
- Biological disaster.
- Accident related disasters.
- Communal Tension

*North Garo Hills District is mostly affected by natural calamities like Cyclone, Flood, and Earthquake.*

**Flood:** When the water flows or rises above and beyond its normal place or course, during the rainy season due to which heavy and widespread inundation takes place it is called Flood. The most common type of flood occurs when a river overflows its bank and the water spreads on the surrounding land called a “riverine flood”.

**Cyclone:** The term “Cyclone” is derived from a Greek word meaning the coil of a snake. Cyclones are intense low-pressure systems that develop in the oceanic area surrounding Indian Sub-Continent. A tropical cyclone, when fully developed, is a vast violent whirl 150 to 800 Kms. across, 10 to 17 Kms. High, spiralling around a center and progressing along the surface of the sea at a rate of 300 Km. a day or more. The low-pressure systems are termed depending on the intensity of this surface wind.

Depression - 32-50 km /hr wind speed

Deep Depression - 51- 61 km/hr wind speed

Cyclonic Storm - 62-68 km /hr wind speed

Severe Cyclonic - Storm 89-117 km/hr wind speed

Severe Cyclonic Storm/Hurricane - 117+ km/hr wind speed

Typhoon: Where the wind speed as above 200kms per hour.

The wind associated with such storms is among the most violent and causes very heavy rainfall. Also tidal surges are experienced with such storms

**Heavy Rain Fall:** Heavy rain would mean three days or more of uninterrupted rainfall, the total amounting to at least 3 times that of a month’s average rainfall in the block area. In absence of supporting materials, rain amount from 64.5mm. to 124.4mm per day for continuous three days or more and/or 124.5mm. and above for more than one day may be treated as heavy rainfall.

**Earthquake:** Earthquakes strike suddenly without warning, and unpredictable. Therefore preventive measures for ensuring safety of buildings, structures, communication facilities, water supply lines, electricity and life are of utmost priority. Earthquakes are caused by natural tectonic interactions. It is the vibration or shaking of the ground caused by a sudden movement or rupture of rock within the earth’s crust.

**Hailstorm:** Although hailstorms rarely involve physical injury, their economic impact can be severe. The damage appears to be a function of the intensity and duration of storms and the size of the hailstones, which these produce. The damage itself is often produced not only by the impact of falling hailstones, but also by the high winds and torrential rains that is part of the hailstorm.

**Fire Accident:** Fire accident happen due to several causes like: Housing Pattern, Lose circuit of electricity, Chemical reaction, Road Accident, Thunder, Lightening etc. Houses generally mud-built walls with thatched roofs made out timber, bamboo and straw catches fire easily. In February fire accident becomes frequent; it destroys houses and properties and causes serious distress to the affected people.

**Elephant Depredation:** Elephant Depredation is a common occurrence in North Garo Hills District where people get injured and even leads to casualties.

### **1.6 District Profile**

The Garo Hills District was divided into five districts, viz the East Garo Hills District, the West Garo Hills District, the South Garo Hills District, the North Garo Hills District and the South-West Garo Hills District. The North Garo Hills District, Resubelpara was created on 27<sup>th</sup> July, 2012. It covers a total geographical area of 1,094 Sq. Kms. It lies approximately between 25°24” & 26°10” N Lat. and 91°21” & 92°09” E Long. This district is bounded by Goalpara District of Assam on the North, West Khasi Hills District on the East, East Garo Hills on the South and West Garo Hills District on the West. The District is constituted of 2 (two) Community & Rural Development Blocks namely, Resubelpara and Kharkutta C&RD Blocks.

### **1.7 Demographic Details**

As per Census 2011, the total population of the District is 1,69,990. The details are as in the Tables below:

**TABLE 1: SHOWING POPULATION OF THE DISTRICT.**

Areas	No. of Household	Population		Population 0-6 years		Scheduled Tribe		Scheduled Caste	
		Male	Female	Male	Female	Male	Female	Male	Female
Rural	25,113	69,099	67,297	12,311	11,863	67,205	65,541	26	19
Urban	3,491	9,725	9,870	1,289	1,323	8,994	9,402	18	9
Total	28,604	78,824	77,167	13,600	13,186	76,199	74,943	44	28

**TABLE 2: SHOWING POPULATION BLOCK-WISE.**

Name of the Blocks	Areas	No. of Household	Population		Population 0-6 years		Scheduled Tribe		Scheduled Caste	
			Male	Female	Male	Female	Male	Female	Male	Female
<b>Resubelpara</b>	<b>Rural/ Urban</b>	<b>19309</b>	<b>52769</b>	<b>51745</b>	<b>8754</b>	<b>8595</b>	<b>50708</b>	<b>50040</b>	<b>37</b>	<b>28</b>
<b>Kharkutta</b>	<b>Rural</b>	<b>9295</b>	<b>26055</b>	<b>25422</b>	<b>4846</b>	<b>4591</b>	<b>50394</b>	<b>25491</b>	<b>7</b>	<b>0</b>
	<b>Total</b>	<b>28604</b>	<b>78824</b>	<b>77167</b>	<b>13600</b>	<b>13186</b>	<b>101102</b>	<b>75531</b>	<b>44</b>	<b>28</b>

**CHAPTER II**

**HAZARD, VULNERABILITY, CAPACITY AND RISK ASSESSMENT**

The State of Meghalaya being situated in Seismic Zone - V is highly vulnerable to earthquakes. During 1897 the state was severely affected by an 8.7 magnitude earthquake which resulted in untold miseries. The earthquake of 8.5 magnitude which occurred in 1950 also caused loss of human lives and properties. The State experiences several low to medium intensity earthquakes regularly. Apart from earthquakes, it is affected by a number of landslides, storms, flash floods, fire accidents, road accidents and other kinds of hazards.

The Hazard Risk Vulnerability Analysis (HRVA) for Resubelpara has been initiated by the Revenue & Disaster Management Department and State Disaster Management Authority.

**2.1 DISASTER OVERVIEW**

**DISASTER - A *Serious disruption of the functioning of a society, causing widespread human, material, or environmental losses, which exceed the ability of the affected society to cope using its own resources.***

**2.2. TYPES OF DISASTER: (Experienced in the District)**

<i>Common Natural Disasters</i>	<i>Man Made Disasters</i>
 Cyclone	 Fire- House / Forest
 Flood	 Accident- Road
 Earthquake	
 Elephant Depredation	

**2.3 History of Disaster.**

Types of Hazards	Year of Occurrence	Impact on				
		Area	Population	Life	Livelihood	Livestock
Earthquake	1897	Yes	Yes	Yes		Yes
Cyclone (Thunderstorms)		Yes	Yes	Yes		Yes
Flash Flood	2002, 2003, 2004, 2007, 2014	Yes	Yes	Yes		Yes
Landslide, etc.		Yes	Yes	Yes		Yes
Incessant Rainfall		Yes	Yes	Yes		Yes
Fire		Yes	Yes	Yes		Yes

**District Disaster Management Plan, North Garo Hills District, Resubelpara.**

**2.4 Seasonality of Hazard (Use tick mark)**

Type of Hazards	Jan-March				April-June				July-September				October-December			
	H	C	A	I	H	C	A	I	H	C	A	I	H	C	A	I
<b>Cyclone (Thunder squall/thunder storm)</b>					*	*							*	*	*	
<b>Flash Flood</b>					*	*			*	*						
<b>Earthquake</b>	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
<b>Landslide</b>																
<b>Fire</b>	*				*				*				*			
<b>Epidemic</b>																
<b>Accidents</b>																
<b>Communal Disturbances</b>																
<b>Incessant Rainfall</b>																
<b>Hailstorm</b>																

H = Human, C = Crop, A = Animal, I = Infrastructure

**2.5 Risk Assessment**

Type of Hazards	Time of occurrence	Potential Impact	Vulnerable Areas
<b>Flash Flood</b>	<b>Monsoon</b>	<b>Low</b>	
<b>Cyclone (Thunder squall/thunder storm)</b>			
<b>Fire</b>			
<b>Earthquake</b>			
<b>Landslide</b>			

**District Disaster Management Plan, North Garo Hills District, Resubelpara.**

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<b>Epidemic</b>			
<b>Accidents</b>			
<b>Communal Disturbances</b>			
<b>Lightning</b>			
<b>Hailstorm</b>			

**2.6 Vulnerability Analysis (Hazard-Wise)**

Infrastructure	Flood	Cyclone	Earthquake	Landslide	Hailstorm
	Area Name	Area Name	Area Name	Area Name	Area Name
Road Network					

**District Disaster Management Plan, North Garo Hills District, Resubelpara.**

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Water Supply					
Hospitals					
Schools					
Residential buildings					
Office buildings					
Communication facilities					
Bridges					
Power distribution system					

**CHAPTER III**

**INSTITUTIONAL ARRANGEMENTS FOR DISASTER MANAGEMENT**

The Disaster Management Act, 2005 provides for an effective institutional mechanism for drawing up and monitoring implementation of Disaster Management Plan for prevention and mitigating effects of disasters and for taking a holistic, coordinated and prompt response to any disaster situation. Under Section 78 of the DM Act 2005, powers are conferred to the State Government for making rules to carry out the provisions of this Act and notify such rules in the official gazette.

The institutional mechanism for Disaster Management at the District Level, as envisaged in the National Plan and other national guidelines, is as given below:

**3.1 District Disaster Management Authority (DDMA)**

The District Disaster Management Authority under the chairmanship of the Deputy Commissioner was constituted as per the Section 25 of DM Act 2005. DDMA acts as the planning, coordinating and implementing body for Disaster Management in the District and take all measures for the purposes of DM in accordance with the Guidelines laid down by the NDMA and SDMA. The DDMA will prepare the District DM Plan and monitor the implementation of the National Policy, the State Policy, the National Plan and the State Plan. The DDMA also ensures that the Guidelines for prevention, mitigation, preparedness and response measures laid down by NDMA and SDMA are followed by all Departments of the State Government and the Local Authorities in the District.

**3.2 District Disaster Management Advisory Committee.**

As per Section 28 of the DM Act 2005, it empowers the DDMA to constitute committee or sub-committees to assist the DDMA and also enables it to make payment to any person associated as an expert with these committees. However, the District Hazard Safety Committee has been constituted vide Notification RL.33/34/2011/25, dated 2nd February 2012. The Powers & Functions are:

- a) To conduct Safety Audit of existing lifeline structures for the prevention/mitigation of any disaster.
- b) The priority for Safety Audit shall be fixed by the Committee.
- c) Recommend measures for strengthening/retrofitting of the structures for safety against earthquakes and other hazards.
- d) Recommend for non-structural mitigation measures for prevention of disaster due to
- e) Recommend for demolition of any threatening structures based on auditing report.
- f) To conduct field visits to review the compliance of building codes/guidelines and safety norms during the construction of lifeline buildings and structures and advise the safety measures to be adopted if any for prevention of disasters.

- g) To certify the safety of the lifeline buildings
- h) The Committee shall meet on every 1st Wednesday of the month at 3.30 pm. If Wednesday is a holiday the committee will meet on the next working day.
- i) The findings of the Committee to be forwarded to the District Disaster Management Authority, PWD (B), Health Engineering Wing and to all the concerned.

The Deputy Commissioner as Chairman may co-opt any expert or specialist in the relevant field as member of the Committee or to attend the meeting of the committee as and when considered necessary.

### **3.3 Local Self Government Authorities**

Local Authorities include the District Council, Municipal Board, Cantonment Board and Town/Urban Planning Authorities. These bodies will prepare DM plans in accordance with the Guidelines of NDMA, SDMA and the DDMA and will ensure capacity building of their officers and employees for managing disasters, carry out relief, rehabilitation and reconstruction activities in the affected areas.

### **3.4 District Emergency Operations Centre (DEOC)**

The DEOC is the hub of activity in a disaster situation in the district. The EOC will have the flexibility to expand when demand increases and contract when the situation comes to normal. The DEOC is connected with the SEOC in the upstream which further connects to NEOC and other EOCs in the downstream including other field offices during emergencies.

## **CHAPTER IV**

### **PREVENTION, MITIGATION AND PREPAREDNESS MEASURES**

Prevention, Mitigation and Preparedness are actions or activities taken before a disaster that helps to reduce the risk from any disaster whether man-made or natural. Recently, the approach of the Government for dealing with disasters has undergone a change from Relief-centric Approach to planning, prevention, preparedness and mitigation. The focus on capacity building of all the stakeholders is being given due emphasis by the Government for better management of disasters. The district can avail itself the four mechanisms to reduce risk and vulnerability:

- Long term planning for mitigation, preparedness and prevention investments in the district,
- Enforcement of regulations, particularly the building codes and land use,
- Review and evaluation of development plans and activities to identify ways to reduce risks and vulnerability, and

Capacity building, including warning, the provision of relief and recovery assistance and community-level identification of risk and vulnerability. The Deputy Commissioner, assisted by the Addl. Deputy Commissioner, is responsible for developing plans and activities to effect mitigation, preparedness and prevention using the mechanism noted above. Base on the interim assessment of risk and vulnerabilities, the District will focus on the following areas for mitigation, preparedness and prevention;

- Provide better early warning methods for flash floods, storms
- Resilience of lifeline systems (water, power and communications)
- Reduction impact on health care facilities, schools and roads
- Vulnerability reduction in flash flood-prone areas
- Vulnerability reduction to road accidents

#### **4.1 Preventive Measures (for all disasters)**

The principle of prevention and mitigation is to reduce both exposure and vulnerability. Environmental management, site selection, urban planning and sound construction are critical to the safety of communities, whereas socio-economic measures can be used to increase resilience, spread risk and responsibility, create redundancy and minimize the impact.

#### **4.2 Mitigation Measures (for all disasters)**

Mitigation refers to all measures undertaken in anticipation of a possible threat/hazard. These may include both structural and non-structural activities which aim at reducing the physical and socio-economical vulnerability, enhancing capacity and reduce damaging impacts of disasters. Mitigation measures should include the following activities-

- Town Planning Act: Planning, adopting and enforcing stringent building codes, flood-proofing requirements, seismic design standards for new construction or repairing existing buildings.

- Land use Planning & Zoning Regulations: Planning and adopting zoning ordinances that steer development away from areas subject to flooding and landslides.

- Development Control Regulations: To incorporate the Disaster Management concerns into development.

- Retrofitting: To undertake retrofitting work on public buildings to withstand earthquake.

- Capacity Building: Mock Drills, Coordination and Linkages, Insurance, Awareness Generation, Training and Capacity Building at all levels.

#### **4.3 Preparedness Measure (for all disasters)**

Preparedness is building up capabilities before a disaster situation prevails in order to reduce the impacts. Planning is one of the key elements in preparedness and continuous process. The following preparedness measure have been taken by the DDMA.

##### **4.3.1 Incident Response System (IRS)**

The Incident Response System (IRS) is an effective mechanism for reducing the scope for ad-hoc measures in response. It incorporates all the tasks that may be performed during DM irrespective of their level of complexity. It envisages a composite team with various Sections to attend to all the possible response requirements. The IRS identifies and designates officers to perform various duties and get them trained in their respective roles.

##### **4.3.2 Incident Response Team (IRT)**

IRT is constituted at the District level and will be instructed to constitute at Sub-Division & Block levels. (Details on IRS & IRT in Chapter VI)

##### **4.3.3 District Emergency Operations Centre (DEOC)**

The DEOC is the nodal point for overall coordination of planning and response. The EOC should have:

- a. One Sr. Administrative Officer as EOC in-charge having experience in DM with required assistants;
- b. Representation of all concerned line departments with authority to quickly mobilize their resources;
- c. Adequate space with proper infrastructure to accommodate the participating agencies and departments;
- d. Communication facilities with last mile connectivity;
- e. A vehicle mounted with HF, VHF and satellite telephone for deployment in the affected site to provide immediate connectivity with the headquarters and ICP;
- f. A representative of central teams (NDRF, Armed Forces) whenever they are deployed to integrate their resources, expertise and to resolve conflicts that may arise during the response effort;
- g. Provision and plan for dovetailing the NDRF, Armed Forces communication capabilities with the local communication set up. There will be proper plan so that all are able to connect with each other in case of large scale disasters or failure of the local communication systems;

h. Map depicting affected site, resources deployed, facilities established like Incident Command Post, Staging Area, Incident Base, Camp, Relief Camp, Helibase, Helipad, etc.

i. DM plans of all line departments;

j. DM plans of the State and the District;

- Directories with contact details of all emergency services and nodal officers;
- Connectivity with all District headquarters and police stations;
- Database of NGOs working in different geographical areas;
- Demographic details of the State and Districts;

k. Online/Web based DSS with the availability of at least the following components: Standardization of Command Structure with the details of the earmarked and trained personnel in IRS;

#### **4.3.4 Resource Inventory**

This is done by uploading all the resources on the India Disaster Resource Network (IDRN). This website is also for knowledge management, networking and sharing of information and updated regularly.

#### **4.3.5 Assistance from National Disaster Management Force/Armed Forces/Paramilitary Forces**

The District Administration will ask for assistance from National Disaster Management Force (NDRF)/Armed Forces/Paramilitary Forces if the capacity is exhausted in consultation with the State Government. The nearest NDRF is in Guwahati, Assam.

**CHAPTER V**

**CAPACITY BUILDING AND TRAINING MEASURES**

Developing institutional capacity is very important. At the same time, by making the local community part of the process and solution would help in ensuring that disaster mitigation measures are more likely to be implemented and maintained over time. The capacity building plan includes :-

1. Institutional Capacity Building

- For Officials/policy makers
- Engineers, Architects, Masons, Doctors, Nurses, Teachers and other professionals.
- Police, Fire Services, State Disaster Response Force.

2. Community Capacity Building

3. Training of Trainers

- Civil Defense/Volunteers

4. Disaster Management Education

- For Middle Schools/Secondary Schools/Higher Secondary Schools.
- Colleges : Mendipathar College and Resu Union College.

5. Skill upgradation and follow up training programmes for Scouts and Guides, NCC, NSS and other NGOs.

6. Inventory of trained professionals, engineers, architects and masons, medical professionals, rescue specialists, etc.

Strengthening and capacity building of DM Institutions (SDMA and DDMA) shall be the first priority towards DM capacity building in the State. Training module, commensurate with the District stakeholders specific requirements, should be designed and implemented in consultation with NIDM/NDMA. Capacity building requirement at all levels in institutional hierarchy as well as society shall be conducted adequately.

## **CHAPTER VI**

### **RESPONSE PLAN AND RELIEF MEASURES**

Response is the set of activities implemented after the impact of a disaster in order to assess the needs, reduce the suffering, limit the spread and the consequences of the disaster and open the way to rehabilitation. Response planning provides rapid and disciplined incident assessment to ensure a quickly scalable, adaptable and flexible response. It also defines the roles and responsibilities for incident response across all levels of the government and private sectors. The District is in the process of adopting the Incident Response System (IRS) of the Govt. of India to respond to any disaster.

#### **6.1 The Incident Action Plan (IAP)**

Management of every incident needs an action plan and proper briefing of all personnel. The purpose of the action plan and briefing is to provide all concerned personnel with appropriate directions for the various tasks in hand. Before taking up response activities, the RO/IC will need to take stock of the situation, availability and mobilization of resources for listing out the various tasks and to provide proper briefing to the responders. For this, RO/IC will need to hold a proper briefing meeting at the beginning of each operational period. At the end of the operational period, a debriefing meeting is equally important where he will be able to again review whether the objectives were achieved or not and then decide what further steps need to be taken in the next operational period. Both the briefing and debriefing meetings are the basis on which the IAP will be prepared and tasks assigned. For the convenience of the IC, a briefing form-001 will be used. The briefing form - 001 can also be used for briefing of senior officers who arrive on the scene. In certain circumstances when important developments take place and further immediate intervention is needed in-between the briefing and debriefing meetings, the IC may issue directions even before completion of one operational period. IAP can be written or oral depending on the duration and magnitude of the incident. The incident may be of low, medium or large levels. Low level incident would be of less than 24 hours, medium would be of more than 24 hours and less than 36 hours and a large incident would be of more than 36 hours of emergency operations. In low or medium level incidents, oral action plan may suffice. The directions given orally may be jotted down by the Command Staff and handed over to the PS to be integrated in the IAP. At times there may be sudden disasters without warning and the IC may have to respond immediately. In such cases also the Command Staff will jot down the decisions taken for response and hand it over to the PS when it is activated and it should be incorporated in the IAP. In larger incidents when there is adequate early warning, a written IAP will be required. IAP may consist of incident objectives, organization assignment and division assignment list, incident communication plan, traffic plan, safety plan and incident map etc.

#### **6.2 Incident Response System (IRS) and its activation**

The DC being the head of the district and chairman of the DDMA is designated as the Responsible Officer (RO) of the district. The DC may delegate some of the functions to the ADC for the day to day supervision and management of the incident. However, he will remain fully briefed by the DEOC and Incident Commander (IC) and be aware of all developments and progress of response activities at all times. The hierarchical representation of RO is shown below :-

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The heads of different departments in the District will have separate roles to play depending on the nature and kind of disaster. The roles and responsibilities of the members of the DDMA will be decided in advance in consultation with the concerned members. The roles of other line departments also have to be clearly delineated in various disaster situations in the District DM Plan which will be duly approved by the State Government, so that there will be no ambiguity about their functions during response.

### **6.3 Roles and Responsibilities of District Magistrate as RO**

- i. ensure that IRTs are formed at District, Sub-Division, Block levels and IRS is integrated in the District DM Plan as per Section 31 of the DM Act, 2005. This may be achieved by issuing a Standing Order by the RO to all SDO and BDOs;
- ii. ensure web based/on line Decision Support System (DSS) is in place in EOC and connected with Sub-Division and Block level IRTs for support;
- iii. ensure that toll free emergency numbers existing for Police, Fire and Medical support etc. are linked to the EOC for response, command and control. For e.g., if there is any fire incident, the information should not only reach the fire station but also the EOC and the nearest hospital to gear up the emergency medical service;
- iv. obtain funds from State Government as recommended by the 13th FC and ensure that a training calendar for IRTs of District is prepared and members of IRTs are trained through MATI and other training institutions of the District;
- v. delegate authorities to the IC;
- vi. activate IRTs at District headquarter, Sub-Division, Block levels, as and when required;
- vii. appoint/deploy, terminate and demobilize IC and IRT(s) as and when required;
- viii. decide overall incident objectives, priorities and ensure that various objectives do not conflict with each other;
- ix. ensure that IAP is prepared by the IC and implemented;
- x. remain fully briefed on the IAP and its implementation;
- xi. coordinate all response activities;
- xii. give directions for the release and use of resources available with any department of the Government, Local Authority, private sector etc. in the District;
- xiii. ensure that local Armed Forces Commanders are involved in the planning process and their resources are appropriately dovetailed, if required;
- xiv. ensure that when Armed Forces arrive in support for disaster response, their logistic requirements like camping grounds, potable water, electricity and requirement of vehicles etc. are sorted out;
- xv. appoint a NO at the District level to organize Air Operations in coordination with the State and Central Government NO. Also ensure that all ICs of IRTs of the District are aware of it;
- xvi. ensure that the NGOs carry out their activities in an equitable and non-discriminatory manner;

- xvii. deploy the District Headquarter IRTs at the incident site, in case of need; xviii. ensure that effective communications are in place;
- xix. ensure that telephone directory of all ESF is prepared and available with EOC and members of IRTs;
- xx. ensure provision for accountability of personnel and a safe operating environment; in case the situation deteriorates, the RO may assume the role of the IC and may seek support from the State level RO;
- xxi. mobilize experts and consultants in the relevant fields to advise and assist as he may deem necessary;
- xxii. procure exclusive or preferential use of amenities from any authority or person;
- xxiii. conduct post response review on performance of IRTs and take appropriate steps to improve performance; and
- xxiv. take other necessary action as the situation demands.

#### **6.4 Triggering Mechanism for Deployment of IRT**

Some of the natural hazards have a well established early warning system. The District should have a functional 24x7 EOC. On receipt of information regarding the impending disaster, the EOC will inform the RO, who in turn will activate the required IRT and mobilize resources. The scale of their deployment will depend on the magnitude of the incident. At times the information about an incident may be received only on its occurrence without any warning. In such cases the local IRT (District, Sub-Division, Block) as the case may be, will respond and inform the higher authority and if required seek reinforcement and guidance. The measures decided to be taken for response will be jotted down by the Command Staff and later handed over to Planning Section. It will thus form the initial IAP.

- In case of early warning, the RO will trigger the IRT as required or necessary.
- In case there is no early warning, the lowest formation of IRT will respond and alert the higher formation. The structure depicted above may be activated as and when required. For monitoring and support of the incident response, the RO will involve all required ESF and headquarter IRT to support the on-scene IC. In case when central teams (NDRF, Armed Forces) are deployed, the RO will ensure resolution of all conflicts. For this purpose he may attach a representative of such agencies in the EOC where all conflicts can easily be resolved at the highest level. The teams so deployed will have to work in OS in the form of Single Resource, Strike Teams or Task Forces under the supervision of OSC. The IC will also exercise close supervision for resolution of all conflicts, if required. The IC will work in close coordination with EOC and report to RO. The RO will ensure that the strategic goals are achieved through the implementation of the IAP by the IRTs working in the field.

#### **6.5 Incident Commander (IC)**

The IC is the overall in-charge for the management of onsite response to any incident. He/She is appointed by the RO. He/She may have a deputy with him depending upon the magnitude and nature of the incident. For his assistance and management of the incident there are two sets of staff:

a) Command Staff and b) General Staff.

The command staff comprises IC, Information & Media Officer (IMO), Safety Officer (SO), and the Liaison Officer (LO).

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The General Staff consists of the OS, PS and LS, each having a specific function in the overall response.

### **6.6.1 Roles and Responsibilities of IC**

- i) obtain information on:
  - a. situation status like number of people and the area affected etc.;
  - b. availability and procurement of resources;
  - c. requirement of facilities like ICP, Staging Area, Incident Base, Camp, Relief Camp, etc.; availability and requirements of Communication system;
  - d. future weather behavior from IMD; and e. any other information required for response from all available sources and analyze the situation.
- ii) determine incident objectives and strategies based on the available information and resources;
- iii) establish immediate priorities, including search & rescue and relief distribution strategies;
- iv) assess requirements for maintenance of law and order, traffic etc. if any at the incident site, and make arrangements with help of the local police;
- v) brief higher authorities about the situation as per incident briefing form - 001 of IRS and request for additional resources, if required;
- vi) extend support for implementation of AC and UC if considered necessary by the RO;
- vii) establish appropriate IRS organization with Sections, Branches, Divisions and/or Units based on the span of control and scale of the incident;
- viii) establish ICP at a suitable place. There will be one ICP even if the incident is multijurisdictional. Even a mobile van with complete communication equipment and appropriate personnel may be used as ICP. In case of total destruction of buildings, tents, or temporary shelters may be used. If appropriate or enough space is not available, other Sections can function from a different convenient location. But there should be proper and fail safe contact with the ICP in order to provide quick assistance;
- ix) ensure that the IAP is prepared;
- x) ensure that team members are briefed on performance of various activities as per IAP;
- xi) approve and authorize the implementation of an IAP and ensure that IAP is regularly developed and updated as per debriefing of IRT members. It will be reviewed every 24 hours and circulated to all concerned;
- xii) ensure that planning meetings are held at regular intervals. The meetings will draw out an implementation strategy and IAP for effective incident response. The decision to hold this meeting is solely the responsibility of the IC. Apart from other members, ensure that PSC attend all briefing and debriefing meetings;
- xiii) ensure that all Sections or Units are working as per IAP;
- xiv) ensure that adequate safety measures for responders and affected communities are in place;

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- xv) ensure proper coordination between all Sections of the IRT, agencies working in the response activities and make sure that all conflicts are resolved;
- xvi) ensure that computerized and web based IT solutions are used for planning, resource mobilization and deployment of trained IRT members;
- xvii) consider requirement of resources, equipment which are not available in the functional jurisdiction, discuss with PSC and LSC and inform RO regarding their procurement;
- xviii) approve and ensure that the required additional resources are procured and issued to the concerned Sections, Branches and Units etc. and are properly utilized. On completion of assigned work, the resources will be returned immediately for utilization elsewhere or to the department concerned;
- xix) if required, establish contact with ULBs, CBOs, NGOs etc. and seek their cooperation in achieving the objectives of IAP and enlist their support to act as local guides in assisting the external rescue and relief teams;
- xx) approve the deployment of volunteers and such other personnel and ensure that they follow the chain of command;
- xxi) authorize release of information to the media;
- xxii) ensure that the record of resources mobilized from outside is maintained so that prompt payment can be made for hired resources;
- xxiii) ensure that Incident Status Summary (ISS) is completed and forwarded to the RO (IRS form-002);
- xxiv) recommend demobilization of the IRT, when appropriate;
- xxv) review public complaints and recommend suitable grievance redressal measures to the RO;
- xxvi) ensure that the NGOs and other social organizations deployed in the affected sites are working properly and in an equitable manner;
- xxvii) ensure preparation of After Action Report (AAR) prior to the demobilization of the IRT on completion of the incident response.
- xxviii) perform any other duties that may be required for the management of the incident;
- xxix) ensure that the record of various activities performed (IRS Form-004) by members of Branches, Divisions, Units/Groups are collected and maintained in the Unit Log (IRS Form-003)
- xxx) perform such other duties as assigned by RO.

### **6.6.2 Roles and Responsibilities of Information and Media Officer (IMO)**

- i) prepare and release information about the incident to the media agencies and others with the approval of IC;
- ii) jot down decisions taken and directions issued in case of sudden disasters when the IRT has not been fully activated and hand it over to the PS on its activation for incorporation in the IAP;
- iii) ask for additional personnel support depending on the scale of incident and workload;
- iv) monitor and review various media reports regarding the incident that may be useful for incident planning;

- v) organize IAP meetings as directed by the IC or when required;
- vi) coordinate with IMD to collect weather information and disseminate it to all concerned;
- vii) maintain record of various activities performed as per IRS Form-004; and
- viii) perform such other duties as assigned by IC.

### **6.6.3 Roles and Responsibilities of Liaison Officer (LO)**

The LO is the focal point of contact for various line departments, representatives of NGOs and ULBs etc. participating in the response. The LO is the point of contact to assist the first responders, cooperating agencies and line departments. LO may be designated depending on the number of agencies involved and the spread of affected area. The LO will:

- i) maintain a list of concerned line departments, agencies (CBOs, NGOs, etc.) and their representatives at various locations;
- ii) carry out liaison with all concerned agencies including NDRF and Armed Forces and line departments of Government;
- iii) monitor Operations to identify current or potential inter-agency problems;
- iv) participate in planning meetings and provide information on response by participating agencies;
- v) ask for personnel support if required;
- vi) keep the IC informed about arrivals of all the Government and Non Government agencies and their resources;
- vii) help in organizing briefing sessions of all Governmental and Non Governmental agencies with the IC;
- viii) maintain record of various activities performed as per IRS Form-004;
- ix) and perform such other duties as assigned by IC.

### **6.6.4 Roles and Responsibilities of Safety Officer (SO)**

The SO's function is to develop and recommend measures for ensuring safety of personnel, and to assess and/or anticipate hazardous and unsafe situations. The SO is authorized to stop or prevent unsafe acts. SO may also give general advice on safety of affected communities.

The SO will:

- i) recommend measures for assuring safety of responders and to assess or anticipate hazardous and unsafe situations and review it regularly;
- ii) ask for assistants and assign responsibilities as required;
- iii) participate in planning meetings for preparation of IAP;
- iv) review the IAP for safety implications;
- v) obtain details of accidents that have occurred within the incident area if required or as directed by IC and inform the appropriate authorities;
- vi) review and approve the Site Safety Plan, as and when required;
- vii) maintain record of various activities performed as per IRS Form-004; and
- viii) perform such other duties as assigned by IC.

### **6.7 Operations Section (OS)**

The OS deals with all types of field level tactical operations directly applicable to the management of an incident. This section is headed by an Operation Section Chief (OSC). In addition, a deputy may be appointed to assist the OSC for discharging his functions depending

on the magnitude of the work load. OS is further sub-divided into Branches, Divisions and Groups which assist the OSC/IC in the execution of the field operations.

#### **6.7.1 Operations Section Chief (OSC)**

On activation of the OS, the OSC will assume command of all the field operations and will be fully responsible for directing all tactical actions to meet the incident objectives. The OSC will report to the IC. He will be responsible for activation, deployment and expansion of his Section as per IAP. As the operational activities increase and because of geographical reasons, the OSC will introduce or activate and expand the Branch into Divisions for proper span of control and effective supervision.

#### **6.7.2 Roles and Responsibilities of OSC**

- i) coordinate with the activated Section Chiefs;
- ii) manage all field operations for the accomplishment of the incident objectives;
- iii) ensure the overall safety of personnel involved in the OS and the affected communities;
- iv) deploy, activate, expand and supervise organizational elements (Branch, Division, Group, etc.) in his Section in consultation with IC and in accordance with the IAP;
- v) assign appropriate personnel, keeping their capabilities for the task in mind and maintain On Duty Officers list (IRS Form-007) for the day;
- vi) request IC for providing a Deputy OSC for assistance, if required;
- vii) brief the personnel in OS at the beginning of each operational period;
- viii) ensure resolution of all conflicts, information sharing, coordination and cooperation between the various Branches of his Section;
- ix) prepare Section Operational Plan in accordance with the IAP; if required;
- x) suggest expedient changes in the IAP to the IC;
- xi) consult the IC from time-to-time and keep him fully briefed;
- xii) determine the need for additional resources and place demands accordingly and ensure their arrival;
- xiii) ensure record of various activities performed (IRS Form-004) by members of Branches, Divisions, Units/Groups are collected and maintained in the Unit Log IRS Form-003; and
- xiv) perform such other duties as assigned by RO/IC.

#### **6.8 Response Branch**

##### **6.8.1 Roles and Responsibilities of Response Branch Director (RBD)**

Response Branch is the main responder in the field dealing with the situation and performing various functions. Depending on the scale of disaster, the RBD may have to expand the number of Groups which in turn may require creation of Division. This structure is meant for close supervision by the OSC in the management of a large incident. The ideal span for supervision is 1:5. i.e. one Branch Director can supervise up to five Divisions, one Division Supervisor can supervise up to five Groups and one Group-in-charge can supervise five teams. More Branches, Divisions, Groups may be formed as required. The RBD will:

- i) work under the supervision of the OSC and is responsible for the implementation of IAP as per the assigned role;
- ii) attend planning meetings as required by the OSC;

- iii) review Assignment Lists IRS Form-005 for Divisions or Groups under his Branch;
- iv) assign specific tasks to Division and Groups-in-Charge;
- v) supervise Branch functions;
- vi) resolve conflicts reported by subordinates;
- vii) report to OSC regarding modifications required if any in the IAP, need for additional resources, availability of surplus resources and when hazardous situations or significant events occur, etc.
- viii) provide Single Resource, Strike Team and Task Force support to various operational areas;
- ix) ensure that all team leaders maintain record of various activities performed as per IRS Form-004 relating to their field Operations and send to OSC; and
- x) perform any other duties assigned by the OSC;

### **6.8.2 Roles and Responsibilities of Division Supervisor and Groups-in-charge**

As the operational activity increase because of the largeness and magnitude of the disaster, the OSC who is responsible for directing all tactical actions to meet the incident objectives will have to deploy more and more functional teams. There may be such locations which are distant, isolated and difficult to reach. There may also be a situation when simultaneously different types of incidents occur requiring different specialized handling. For example, while a lot of building may have collapsed in case of earthquake, gas leaks may also have occurred resulting in fire at a number of places. The OSC may create a Division for close and proper supervision, when the span of control becomes larger or when some locations are very distant and difficult to reach. Except for the hierarchical difference, the roles and responsibilities of the Division Supervisors and the Groups-in-charge are the same. Divisions are activated when there are supervisory requirements in an isolated and distant geographical area or for the purpose of a proper span of control when the number of functional Groups increases or for various specialized response. While Groups-in-charge are assigned to accomplish specific functions within the Branch, Divisions are created for effective supervision over a large number of Groups. The Division Supervisors and Group-in-charge will:

- i) implement Division or Group assignment list;
- ii) assign resources within the Division or Group under them;
- iii) report on the progress of Operations, and the status of resources within the Division or Group;
- iv) circulate Organisational Assignment List (Divisional/Group) IRS Form-005 to the leaders of the Group, Strike Team and Task Force;
- v) review assignments and incident activities with subordinates and assign tasks as per the situation;
- vi) coordinate activities with adjacent Divisions or Groups, if required;
- vii) submit situation and resource status to the RBD and the OSC;
- viii) report all hazardous situations, special occurrences or significant events (e.g., accidents, sickness, deteriorating weather conditions, etc.) to the RBD and the OSC;
- ix) resolve problems within the Division or Group;

- x) participate in the development of IAP for next operational period, if required;
- xi) ensure that record of various activities performed (IRS Form-004) are collected and sent to the RBD and OSC; and
- xii) perform any other duties as assigned by the RBD/OSC.

### **6.8.3 Single Resource**

Single Resource includes both personnel and their required equipment to be deployed in a given incident, e.g. a fire tender with the required personnel, an ambulance with the required medical officer, paramedic and driver etc. In IRS, resources are categorized under; a) 'kind' and b) 'type'. 'Kind' refers to equipment, vehicles or personnel for example; truck, medical team, bulldozer, etc. 'Type' refers to its capacity for that kind of resource e.g. truck having 1 ton capacity or 2 tons capacity, medical team having 1 doctor and 3 paramedics etc.

### **6.8.4 Roles and Responsibilities of Single Resource Leader**

- i) take charge of necessary equipment and supplies;
- ii) assess local weather and environmental conditions, law and order situation etc. in the assigned area and report to the in-charge;
- iii) perform the assigned duty;
- iv) keep contact with his supervisor; and
- v) perform any other duties that may be assigned by his supervisor.

### **6.8.5 Strike Team or Task Force**

A Strike Team is a combination of same 'kind' and 'type' of Single Resource with a common communication facility and one leader. A Task Force is a combination of different 'kinds' and 'types' of Single Resources. They are assembled for a particular tactical need, with a common communication facility and one leader. A Strike Team may be needed when specific type of work, requiring specific expertise and resources are grouped under one leader. A Task Force may be grouped with different 'kinds' and 'types' of Single Resource and despatched under a leader, when a number of different tasks requiring different expertise need to be performed. For example, if a combination of Medical team, Rescue personnel, Fire personnel, Sanitation workers and workers for disposal of dead bodies and animal carcasses is required to be sent to a particular location, the team so constituted will be called a Task Force. The concept of proper span of control should be kept in mind while constituting the Task Force. The Strike Team or Task Force Leader reports to the Division Supervisor or Group Supervisor and is responsible for performing the tactical assignments assigned to the Strike Team or Task Force. The leader of the Strike Team and Task Force reports on work progress and status of resources, maintains work records on assigned personnel and relays important information to their supervisor. In case the Branch, Division, or Group is not activated, the team leader will directly report to the OSC.

### **6.8.6 Roles and Responsibilities of Strike Team or Task Force Leader**

- i) review assignments with members of his team;
- ii) report on work progress;
- iii) coordinate activities with adjacent Single Resource, Strike Teams and Task Forces if assigned;
- iv) establish and ensure communications;

- v) perform any other duties assigned; and
- vi) maintain record of various activities.

### **6.9 Transportation Branch (TB)**

The TB in the OS supports the response effort by transporting different resources, relief materials, personnel to the affected site and also transportation of victims if necessary. Though there is a Ground Support Unit (GSU) in the LS which is responsible for providing all transportation and other related resources, the TB in the OS manages the actual deployment and utilization of the transport at ground zero according to the needs of the IRT and the IAP. The TB may comprise four operational Groups such as Road, Rail, Water and Air. But in the Meghalaya there is no Rail & water operation. Hence, only Road and Air operations will be included. These Groups may be activated as and when required. Air Operations is an important transportation activity during disasters which requires coordination at the National, State and District level. For coordination of Air Operations, the RO of the District will identify and designate a NO.

#### **6.9.1 Roles and Responsibilities of Transportation Branch Director (TBD)**

All functional Groups (Road and Air) of the TB are managed by the TBD. Since the air transportation is to be coordinated at the State and District levels, the TBD also needs to function in close coordination with RO, IC and NO for Air Operations. He will collect the details of all related flights from the concerned NO and organise the ground support requirement. The TBD will also be responsible for the activation and expansion of various functional Groups as per the IAP. The TBD will:

- i) activate and manage different Operations Groups like Road and Air;
- ii) coordinate with the LS for required resources, and activate Groups of his Branch;
- iii) coordinate with railways, road transport, waterways and airport authorities for support as required;
- iv) ensure that Organisational Assignment List (Divisional / Group) IRS Form-005 is circulated among the Group-in-charge(s) and other responders of his Branch;
- v) provide ground support to the air operations and ensure appropriate security arrangements;
- vi) provide Road transport support to the Rail and Water Operations Group as required;
- vii) ensure safety of all personnel of his Branch involved in the Incident Response activities;
- viii) ensure that all units moving in the area are familiarized with route with the help of road maps or local guides;
- ix) report to the OSC and IC about progress of the TB;
- x) prepare transportation plan as per the IAP, if required;
- xi) determine the need for additional resources, their proper and full use and place demand accordingly in advance;
- xii) resolve problems and conflicts, if any;
- xiii) ensure the maintenance of the status of hired resources, their full utilisation and timely release;

- xiv) ensure that the record of various activities performed (IRS Form-004) by different operational groups (Road and Air) are collected and sent to the Section concerned; and
- xv) perform any other duties assigned by the IC or OSC;

### **6.9.2 Roles and Responsibilities of Coordinator (Road Operations)**

The Coordinator (Road Operations) is primarily responsible for coordinating the Road transport needs. There may be more than one coordinator depending upon the number of vehicles deployed. The Coordinator (Road Operations) will:

- i) survey the assigned incident area to analyse situation and identify other potential problems in the context of transportation;
- ii) requisition an Assistant Coordinator (Road Operations) depending on the magnitude of the incident and requirement;
- iii) coordinate with SAM for smooth transportation of resources;
- iv) receive assignments, brief drivers regarding the routes, assign missions, supervise vehicle movement and attend to the vehicle maintenance and repair needs;
- v) monitor activities of all assigned vehicles and keep senior officers informed;
- vi) report incidents or accidents that occur in Road Operations to the TBD;
- vii) maintain the records of supplies to different locations;
- viii) keep track of vehicle movements. Provide GPS support, if available;
- ix) request security support for transportation of relief materials if required and alert the police administration in the affected areas along the transportation route;
- x) maintain coordination at loading and unloading points;
- xi) ensure that communication facilities are established at loading stations, SAs and destination points;
- xii) attend to and resolve the needs of the personnel working under him;
- xiii) maintain record of various activities performed (IRS Form-004) and send to the Group-in-charge or TBD; and
- xiv) perform any other duties assigned by the OSC or TBD.

### **6.9.3 Air Operations For disaster response air operations may be needed for four tasks:**

- (a) quick transportation of relief materials and resources to the affected area,
- (b) quick distribution of relief materials, food, medicine etc (Air dropping) in inaccessible and affected areas,
- (c) search and rescue of victims trapped in inaccessible areas, and
- (d) evacuation of casualties.

The Indian Air Force will be tasked for Air support Operations i.e the Eastern Air Command in Upper Shillong. At times, Indian Airlines, Pawan Hans and other private Airlines may also be utilised for transportation purposes. Different types of Aircrafts may need to be utilised for different mission requirements e.g. transport Aircraft or helicopter etc. from any of the agencies discussed above. Close coordination at the National Level is essential for the launch of any Air Operations. It needs a close liaison among the NDMA, NEC, Air Force, Ministry of Civil Aviation, State RO and the RO of the District where the Air Operations is to be

performed. It is therefore very essential that a NO be identified and designated in advance at all these levels for coordination and activation of the Air Support. The stakeholders should be aware of the designated NO for Air Operations. In the context of the IRS, a ground support element will have to be placed at all required landing and takeoff facilities in the affected areas. The ground support requirements including Aviation Turbine Fuel (ATF), security etc. for the Air Operations will be the responsibility of the TBD. On taking the decision to launch Air Operations, the TBD will activate the Air Operations Group under him. The Group will be headed by a supervisor and necessary organizational elements will have to be activated at all required landing and takeoff locations headed by an in-charge at airbases, helibases and helipads. The composition of the Air Operations will be: NO who will be designated by the RO who will work directly under the TBD for coordination of logistic support at Airbase, Helibase and Helipad.

#### **6.9.4 Roles and Responsibilities of Nodal Officer (NO)**

- i) coordinate with concerned authorities for air operations;
- ii) project the type of Air support required to the appropriate authorities based on the IAP and place the demand at least 24 hours in advance or as early as possible;
- iii) inform the IC and OSC about the Air movements and landing schedules in their respective areas;
- iv) ensure that relevant Maps of the incident locations are available with all agencies involved in the Air Operations to give the correct coordinates etc. of the locations where Air support is required;
- v) determine the suitability of Helipads or Helibases in coordination with the Air Force authorities and the State authorities;
- vi) maintain communication with Air Traffic Control and the ground support staff regarding the Air movements and other related activities;
- vii) assist the IC and the LSC in the procurement of required ATF etc.;
- viii) report on Air Operations activities to the RO; and
- ix) perform any other duties assigned by the RO and IC.

#### **6.10 Planning Section (PS)**

The PS deals with all matters relating to the planning of the incident response. It is headed by the Planning Section Chief (PSC). This section helps the IC in determining the objectives and strategies for the response. It works out the requirements for resources, their allocation and subsequent utilization. It maintains up-to-date information about the ongoing response and prepares IAP. For the closing phase of the Operations, this Section also prepares the Incident Demobilization Plan (IDP).

#### **6.11 Planning Section Chief (PSC)**

The PSC is responsible for collection, evaluation, dissemination and use of information. It keeps track of the developing scenario and status of the resources. In case of need, the PS may also have Technical Specialist for addressing the technical planning matters in the management of an incident. A list of such specialists will be kept available in the PS. The PSC reports to the IC and will be responsible for the activation of Units and deployment of personnel in his Section as per requirement.

**6.11.1 Roles and Responsibilities of PSC**

- i) coordinate with the activated Section Chiefs for planning and preparation of IAP in consultation with IC;
- ii) ensure that decisions taken and directions issued in case of sudden disasters when the PS had not been activated are obtained from the IMO (Command Staff) and incorporated in the IAP;
- iii) ensure collection, evaluation, and dissemination of information about the incidents including weather, environment toxicity, availability of resources etc. from concerned departments and other sources. The PS must have a databank of available resources with their locations from where it can be mobilised;
- iv) coordinate by assessing the current situation, predicting probable course of the incident and preparing alternative strategies for the Operations by preparing the IAP. The IAP contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period (24 hours is considered as one operational period). The plan may be oral or written. Written plan may have a number of attachments, including incident objectives, organisation assignment list IRS Form-005), incident communication plan IRS Form-009, demobilisation plan IRS Form-010, traffic plan, safety plan, and incident map etc. The major steps for preparing IAP are as follows;
  - a. Initial information and assessment of the damage and threat;
  - b. Assessment of resources required;
  - c. Formation of incident objectives and conducting strategy meetings;
  - d. Operations briefing;
  - e. Implementation of IAP;
  - f. Review of the IAP; and
  - g. Formulation of incident objectives for the next operational period, if required;
- v) ensure that Incident Status Summary (IRS Form-002) is filled and incorporated in the IAP;
- vi) ensure that Organisational Assignment List (Divisional / Group) IRS Form-005 is circulated among the Unit leaders and other responders of his Section;
- vii) plan to activate and deactivate IRS organisational positions as appropriate, in consultation with the IC and OSC;
- viii) determine the need for any specialized resources for the incident management;
- ix) utilise IT solutions for pro-active planning, GIS for decision support and modeling capabilities for assessing and estimating casualties and for comprehensive response management plan;
- x) provide periodic projections on incident potential;
- xi) report to the IC of any significant changes that take place in the incident status;
- xii) compile and display incident status summary at the ICP;

- xiii) oversee preparation and implementation of Incident Demobilisation Plan (IRS Form-010);
- xiv) assign appropriate personnel, keeping their capabilities for the tasks in mind and maintain On Duty Officers List (IRS Form-007) for the day;
- xv) ensure that record of various activities performed (IRS Form-004) by members of Units are collected and maintained in the Unit Log (IRS Form-003); and
- xvi) perform any other duties assigned by IC.

### **6.12 Plan Activation**

The disaster response structure will be activated on the receipt of disaster warning/on the occurrence of the disaster and with approval of competent authority. The occurrence of disaster will be reported by the DC/DDMA to the Relief Commissioner/SDMA by the fastest means. The Relief Commissioner will activate all departments for emergency response including the EOC.

### **6.13 Emergency Support Functions (ESFs)**

Emergency Support Functions (ESFs) are the essentials of Emergency Management comprising of various coordinating agencies, which manage and coordinate specific kinds of assistance common to all disasters types. Emergency Support Functions (ESFs) consisting of activities like Communication, Search and Rescue, evacuation, law and order, medical response and Trauma Counseling, water supply, electricity, warning and transport, relief etc. All of these emergency functions consist of emergency plans that would be activated at the time of emergency. The designated primary agency would be assisted by one or more supporting agencies (secondary agencies) and will be responsible to manage activities of the Emergency Support Functions and ensuring the mission accomplished. The primary and secondary agencies have the authority to execute response operations to directly support the district needs. The ESF outlines the objective, scope, organization setup and Standard Operating Procedures (SOPs) for each ESF that is to be followed by the respective ESF agencies when the Responsible Officer will activate the response plan. Standard Operation Procedures (SOPs) provides a basic concept of the operations and responsibilities of Nodal and Secondary agencies.

At the district level, the Nodal Agency will lead the ESF with direct link to the Responsible Officer of the District and the district EOC. The Nodal Agency will also be a member of the Incident Team lead by an officer of the Revenue/Police or other department as decided upon by the district IC, and as required by the Incident Commander who may draw upon some or all of the ESFs for onsite response. The Nodal Agency must hence nominate a Team Leader (TL).

The Nodal and Support Agencies must together or separately (as decided according to need of the specialized function) constitute QRTs with members, and appropriate (at least two) backstopping arrangements. Team Leader (TL) of EOC would be on the basis of its authorities, resources, and capabilities in the functional area. He would be the member of Disaster Management Team that represents all of the key functions of the district in a single location under the direction of the Deputy Commissioner (Responsible Officer). The success of ESF

will be of critical importance and would reflect in the lives saved in the golden hour. Below a list of ESFs has been given which will be activated at state/district level during emergency situation.

#### **6.14 Standard operating Procedure of ESFs**

##### **6.14.1 Emergency Support Function # 1: Coordination**

Team Leader : Deputy Commissioner, Resubelpara, North Garo Hills District.  
Support Agencies : S.P; ADC (DM); ADC (Law and Order); Resubelpara Municipal Board; Secretary, MUDA, S.P, Fire, DTO, Executive Engineer (PWD), District AH&V Officer; and other relevant departments of District desired during the crisis.

In anticipation of any disaster, the District Administration has taken various precautionary measures. Functioning of the Control Room, Closure of past breaches in river and canal embankments and guarding of weak points, rain recording and submission of rainfall report, communication of Gauge reading, deployment of power/country boats, installation of temporary VHF stations, arrangement for keeping telephone and telegraph lines in order, storage of food stuff, arrangement for keeping drainage clear, agricultural/health/veterinary measures, selection of Flash flood/Earthquake shelters, etc. have been properly planned. The government officials of different departments have been apprised of their duties for pre, during and post disaster periods. The ULBs, Executive Engineers of Water Resource Department, Executive Engineers of PWD Department, Executive Engineers of MeECL, DM&HO, AH & Veterinary, Joint Director of Supply etc. have been requested to take all precautionary and preparatory measures and to remain alert to face the challenge of any disaster. The other government officials have also been apprised of their roles and responsibilities to be played during pre- disaster arrangement and during/post disaster management. Every possible kind of cooperation from all the line departments has been sought for by the District Administration in combating the severe natural calamities that may occur anytime.

##### **6.14.2 Emergency Support Function # 2: Communication**

Team Leader : SP, Resubelpara, North Garo Hills District.  
Support Agencies : MPRO, Ham radio operator Clubs, IPR, Bharat Sanchar Nigam Limited (BSNL), NIC, Private/ mobile Telecom Representatives, Signal Representative Army', IMD, CWC, FM Radio, Doordarshan, All India Radio, Private Satellite Channels.

The Emergency Support Function (ESF) 'Communication' supports the Response Plan in case of Major Communication links damage in various parts of the city during a Disaster and there is a requirement for immediate restoration or replacement of the network. The objective of the ESF is to provide safe and reliable communication support during and after a disaster; to restore communication facilities in the aftermath of a disaster and provide vital communication linkages between Emergency Operations Center, and important response agencies. This ESF encompasses setting up of temporary communication centers in and around the area of impact and activation of Mobile units in case of widespread damage in a disaster like an earthquake.

**Immediate Tasks:**

- Collection of initial reports of damage
- Status of the affected regions in respect of establishing communication with rest of the Town/District
- Status of the key officials in the area
- The main focus of the activities is to coordinate life saving activities concurrent with re-establishing control of the disaster affected area
- Establish radio communication with the State Emergency Operations Centre, District Emergency Operations Centre as well as Relief Centers
- Appoint a Nodal Officer, Communications
- Renew and update precautionary measures and review with the staff the precaution to be taken to protect the equipment
- Alternative Communication

**Initial Action:**

- Identify operational telecommunication facilities within the affected area.
- Identify telecommunication facilities that need to be transported to the affected site to establish the emergency operational services
- Identify the actual and planned action of private telecommunication companies towards reconstruction of their facilities
- Establish temporary communication facility through mobile exchange on priority for use by District Officials, Officers in the transit, relief camp, NGOs.
- Establish a temporary communication facility for use by the public
- Carry out an assessment of overall damage for the following:
  - (i) Overhead route damage,
  - (ii) Cable damage,
  - (iii) Specific equipment damage.

**Task during sustained Phase:**

Establish emergency communications in order of priority to the functions and locations most in need of them for the mitigation of life- threatening situations and the relief of human suffering. Provide a communication advisory function and internal communication organization. Monitor and control, where possible, the re-establishment of telephone services. Standard Operating procedures for the Nodal Agency

- Team leader (TL) of Communication ESF will activate the ESF on receiving the intimation of occurrence of the disaster from the Responsible Officer
- Wireless operators would be informed about the current requirements and coordination mechanisms shared. Till the restoration of normal telecom facilities, the police wireless system would be the main communication network
- TL issues orders to establish systems and reports to District EOC on the action taken • TL would inform Nodal Officers (NOs) of support agencies about the event and ESF activation
- TL would establish contact with the district EOC for First Information Report
- TL requests for reports from local ESF contact persons (this would be the local office of ESF Primary Agency) to understand the current situation and actions take

## **District Disaster Management Plan, North Garo Hills District, Resubelpara.**

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- Based on information given by the support agencies, TL decides on the need to launch an assessment mission to estimate the extent of damage to telecom services and network as well as to come up with possible arrangements to establishing reliable and appropriate network
- TL communicates situation to support agencies and also requests to provide details on the status of equipment and infrastructure in the affected area(s).
- TL informs the Responsible Officer on the status of telecom services
- TL works out a plan of action for telecom companies and convenes a meeting of all ESF members to discuss and finalize the modalities
- TL gets the temporary telephone facilities established for the public. Prior information on this would be announced through media/ and locally through mega phones and other feasible mediums
- TL monitors the situation and arranges emergency staff required to operate established systems
- TL sends the District Quick Response team (QRT) at the affected site with the required equipments and other resources.

### **SOPs for Quick Response Team on Help Lines, Warning Dissemination**

The QRT (Quick Response Team) members will reach to the Nodal office as soon as they will get instructions. Once the QRTs receive any intimation from the Nodal Officer to reach at the site they would reach to the site at the earliest, without wasting any time.

- At the emergency site QRT members will take stock of the situation from the site communication manager
- QRTs would assess the ground situation and would send sectoral report to the District ESF agency

A sectoral report would contain following:

An assessment of overall damage, listing specifically:

- Overhead route damage (in miles/ kilometres)
- Cable damage (in yards/meters)
- Specific equipment damaged
- Establish a temporary communication facility for use by the public
- Identify requirements of manpower, vehicles and other materials and equipments Give priority and concentrate on repairs and normalization of communication system at disaster affected areas
- Begin restoration by removing and salvaging wires and poles from the roadways with the help of casual labourers
- Carry out temporary building repairs to establish a secured storage area for the equipments and salvaged materials
- Report all activities to head quarter
- Begin restoration by removing damaged wires and poles through recruited casual labourers
- Establish a secure storage area for incoming equipments and materials

#### **6.15.1 Emergency Support Function # 4: Search & Rescue**

Team Leader : S.P., Fire and Emergency Service, Resubelpara,  
Support Agencies : CEO, RMB; PWD (Roads and Building); Police  
Department, NDRF, Health Dept, Ambulance Services, NSS,  
NCC, Volunteer, Army, Air force and Para-military forces.

Search and Rescue operations are one of the primary activities taken up in a post disaster situation. The promptness in these operations can make a remarkable difference in the amount of loss of life and property and will include removal of trapped and injured persons from buildings collapses and other structural collapses, administering first aid, and assisting in transporting the seriously injured to medical facilities. This activity involves the use of professional and volunteer search teams including the use of dog teams.

##### **Immediate Tasks:**

The objectives of the team would be to:

- Locate and remove injured people who are trapped in the wreckage of damaged buildings and other structures
- To ascertain the safety of damaged buildings and structures
- To provide on- site medical treatment; and to remove the dead.

##### **Task during sustained Phase:**

- Assist in removal of the dead from collapsed structures
- Team Organization (Conceptual)

The S&R ESF has to respond to assist the Operation Section Chief as per their assigned duty, which has been described in the SOP's and is to be followed during emergency within the State. The scope of Response function includes the following broad areas:

- Rescue of those trapped
- Search for victims of a disaster (whether living or dead).

##### **SOPs FOR Nodal Agency**

- The ESF would be activated on receiving order from the RO/IC/OSC to the Team Leader (TL) of Primary Agency for ESF activation
- TL of primary agency will call Nodal Officers of supporting agencies
- TL would activate the District Quick Response Team
- Quick Assessment for the scale of S& R operations required to be carried out
- On requirement request for additional S&R teams sent to National Disaster Response force through state Govt. without wasting time, almost simultaneously
- Assessments of the specific skill sets and the other equipments required
- Using IDRN network to check and map the availability of resources in and around the disaster site
- Responsible Officer/District EOC (on orders from RO) would contact the team leader of S&R Operations to activate the ESF response plan
- Team leader of Nodal agency would report to the Quick response teams for immediate operation and inform supporting agencies to coordinate in the situation depending upon the scale of the disaster

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- QRTs (of both nodal and supporting agencies) would perform a physical damage assessment and report to the leaders of central and nodal agency about the percentage of damage, percentage of casualties expected and possible requirement of equipments, manpower and rescue sites
- Medical and Trauma Counselling Response Teams at District Level to be activated by ESF-TL if needed, and report to the Incident Commander at the Onsite EOC who will coordinate their activities
- Response Teams in the field communicate with the ESF-TL at the District EOC, through the Incident Commander
- Major hospitals given warning to activate their contingency plan, if required
- ESF-TL to inform Responsible Officer at District EOC if activation of the State EOC will be needed
- Following up a systematic approach of transferring resources, manpower equipments, vehicles at the Disaster affected areas

**6.16 Relief :** In the aftermath of disasters, the affected people must be looked after for their safety, security and well being and provided food, water, shelter, clothing, medical care etc. so as to ensure that the affected people live with dignity. The District Administration shall be responsible for providing prompt and adequate relief assistance to the victims of disasters as per the minimum standards of relief laid down by the NDMA and SDMA.

**6.16.1 Food & Nutrition :** People affected by disasters may be deprived of food and therefore food aid shall be provided to sustain life.

The following measures shall be taken:

- Where necessary, free distribution of food shall be made to those who need the food most.
- Food distribution will be discontinued as soon as possible.
- Wherever possible, dry rations shall be provided for home cooking.
- Community Kitchen for mass feeding shall be organised only for an initial short period following a major disaster, particularly where affected people do not have the means to cook.
- While providing food assistance, local food practices shall be kept in mind and commodities being provided must be carefully chosen, in consultation with the affected population.
- Food must be of good quality, safe to consume, and appropriate and acceptable to recipients.
- Rations for general food distribution shall be adopted to bridge the gap between the affected population's requirements and their own food resources.
- Food distributed should be of appropriate quality and fit for human consumption.
- Food should be stored, prepared and consumed in a safe and appropriate manner at both household and community levels
- Food should be distributed in a responsive, transparent, equitable manner.
- NGOs and other social organizations should be involved for supplementing the efforts of the Government.
- The nutritional needs of the population should be met and malnutrition and micronutrient deficiencies of identified risk groups addressed.

**6.16.2 Water supply is invariably affected in natural disasters.**

Safe drinking water might not be available particularly in hydro-meteorological disasters. The following measures shall be taken by the district administration:

- The department concerned shall identify alternative sources of water and make necessary arrangements for supply to the affected population.
- The District Administration shall ensure that affected people have adequate facilities and supplies to collect, store and use sufficient quantities of water for drinking, cooking and personal hygiene.
- It shall be ensured that drinking water supplied conforms to the prescribed quality standards
- It shall be ensured that water made available for personal and domestic hygiene should not cause any risk to health.

**6.16.3 Health During** post disaster phase many factors increase the risk of diseases and epidemics. These include poverty, insecurity, overcrowding, inadequate quantity and quality of water, poor environmental and sanitary conditions, inadequate shelter and food supply.

**6.16.4 Medical Response** Medical response has to be quick and effective. The execution of medical response plans and deployment of medical resources warrant special attention at the District level in most of the situations. The following measures shall be taken by the District:

- A mechanism for quick identification of factors affecting the health of the affected people shall be established for surveillance and reporting.
- An assessment of the health and nutritional status of the affected population shall be done by experts with experience of emergencies and, if possible, local knowledge.
- The voluntary deployment of the nearest medical resources to the disaster site, irrespective of the administrative boundaries, will be warranted.
- Mobile medical hospitals and other resources available with the Central Government shall be provided to the District Administration.
- Adequate supply of medicines, disinfectants etc. shall be made.
- Where necessary inoculation shall be done.
- Vaccination of the children & pregnant women shall be undertaken.
- Vector-borne diseases are a major cause of sickness and death in many disaster situations. Vector control measures shall be undertaken.
- Water borne diseases may cause sickness and deaths and therefore adequate measures shall be taken to prevent such outbreaks.

**6.16.5 Mental Health Services** Disasters cause tremendous mental trauma to the survivors. Psychosocial support and mental health services should be made available immediately in the aftermath of disaster so as to reduce the stress and trauma of the affected community and facilitate speedy recovery. The following measures shall be undertaken by the District Administration:

- A Nodal Mental Health Officer shall be designated by the concerned Department.
- Rapid needs assessment of psycho-social support shall be carried out by the Health Department.
- Trained man power for psycho-social and mental health services shall be mobilized and deputed for psycho-social first aid and transfer of critically ill persons to referral hospitals.
- Psycho-social first aid shall be given to the affected community/population by the trained community level workers and relief and rescue workers.
- Psycho-social first aid givers shall be sensitized to local, cultural, traditional and ethical values and practices.

- Psycho-social support and mental health Services shall be arranged in relief camps set-up in the post disaster phase.
- Where large number of disaster victims have to be provided psychosocial support a referral system for long term treatment shall be followed.
- The services of NGOs and CBOs may be requisitioned for providing psycho-social support and mental health services to the survivors of the disasters.
- Community practices such as mass prayers, religious discourse etc. should be organized with for preventive and promotive mental health services.

**6.16.6 Clothings & Utensils :** During disasters, people lose their clothing and utensils. The following measures shall be taken by District authority:

- The people affected by the disaster shall be provided with sufficient clothing, blankets etc. to ensure their dignity, safety and well-being.
- Each disaster-affected household shall be provided with cooking and eating utensils.

**6.16.7 Shelter :** In a major disaster a large number of people are rendered homeless. In such situations shelter becomes a critical factor for survival of the affected people in the initial stages of a disaster. Further, shelter becomes essential for safety and security and for protection from the adverse climatic conditions. Shelter is also important for human dignity and for sustaining family and community life in difficult circumstances. The following measures shall be taken by District Authority for providing shelter to the affected people:

- Disaster affected people who have lost their dwelling units or where such units have been rendered damaged/useless shall be provided sufficient covered space for shelter.
- Disaster affected households shall be provided access to appropriate means of artificial lighting to ensure personal security.
- Disaster-affected households shall be provided with necessary tools, equipment and materials for repair, reconstruction and maintenance for safe use of their shelter.

**6.16.8 Relief Camp :** The following steps shall be taken for setting up relief camps in the affected areas:

- Adequate numbers of buildings or open space shall be identified where relief camps can be set up during emergency.
- The use of premises of educational institutions for setting up relief camps shall be discouraged.
- One member of the DM Team of the district trained in running and management of relief camps will be deputed for management of relief camps.
- The requirements for operation of relief camps shall be worked out in detail in advance.
- Agencies to supply the necessary stores will be identified in the pre-disaster phase.
- The temporary relief camps will have adequate provision of drinking water and bathing, sanitation and essential health-care facilities.
- Adequate security arrangements shall be made by local police
- Adequate lighting arrangements shall be made in the Camp Area including at water points, toilets and other common areas.
- Wherever feasible, special task forces from amongst the disaster affected families will be set up to explore the possibility of provision of food through community kitchens, provision of education through the restoration of schools and anganwadis.

- Efficient governance systems like entitlement cards, identification cards, bank accounts for cash transfers etc shall be developed.

**6.16.9 Sanitation and Hygiene** Sanitation services are crucial to prevent an outbreak of epidemics in post disaster phase. Therefore a constant monitoring of any such possibilities will be necessary. It should be ensured that disaster-affected households have access to sufficient hygiene measures. Soap, detergents, sanitary napkins and other sanitary items should be made available to ensure personal hygiene, health, dignity and well-being. In the relief camps, toilets should be sited, designed, constructed and maintained in such a way as to be comfortable, hygienic and safe to use.

**6.16.10 Provision of Intermediate Shelters** : In the case of devastating disasters, where extreme weather conditions can be life-threatening or when the period of stay in temporary shelters is likely to be long and uncertain, the construction of intermediate shelters with suitable sanitary facilities will be undertaken to ensure a reasonable quality of life to the affected people. Such shelters shall be designed to be cost effective and as per local needs.

**6.16.11 Management of Relief Supplies** Speedy supplies of relief materials shall be ensured in relief operations. A supply chain management system shall be developed. Standard Protocols shall be put in place for ensuring the procurement, packaging, transportation, storage and distribution of relief items. A mechanism shall be developed for receiving donations in cash or kind and their distribution.

**6.16.12 Transparency in Relief** DDMA shall take all appropriate measures for transparency in the relief operations. Affected people shall be apprised of the nature and quantum of relief admissible to them. Proper formats will be developed to acknowledge the receipt of relief materials and their further distribution.

## **CHAPTER VII**

### **EVACUATION PLAN**

The Evacuation component is a part of the plan which is of great importance as people will be evacuated first if there is a warning, i.e. for disaster that can be warned. The ESF for Evacuation under the leadership of the Deputy Controller, Civil Defence and Support agencies like Police Department; Civil Defence and Home Guards Volunteer; Voluntary Organization; NSS; NCC; NDRF; Army, Air force and Para-military forces will be responsible for evacuation especially in the city. In rural areas, the planning has been given the responsibility to all the BDOs under their respective jurisdiction. The purpose of this Emergency Support Functions is to coordinate efforts in safely evacuating the public from a threat to life and/or health. Evacuation and movement involves the coordination of varying agencies and good communications with the public. Evacuation and movement is the responsibility of public safety and the legislative authorities of a jurisdiction. This ESF applies to those agencies and others that are necessary for an evacuation. The ESF on evacuation is primarily responsible for establishing evacuation plans, identification of fastest evacuation routes and alternate routes and coordinating evacuation logistics during field operations.

**Situation Assumptions:** Any disaster situation could cause the need for evacuation. So far particular concern to Resubelpara is from earthquake, flash flooding or a fire, which could cause the need for an immediate evacuation, with very little time to plan for the specific evacuation.

- Individuals and families may be displaced from their homes and may be provided shelters by one or more volunteer organizations
- Approximately 10% of the populous may seek shelter in organized shelters. The rest usually will find their own through friends, family, relatives or commercial sources
- Displaced persons may require transportation to shelter facilities. This should be provided for by private transportation
- Shelter operations will have sufficient sanitation and cooking facilities, including cold and frozen storage, to maximize the use of available products
- Most of the buildings would be damaged and would not remain serviceable.
- Many structures would be damaged and there would be an urgent need to evacuate

**SOPS for Nodal Agency:**

- Team leader (TL) of Evacuation ESF would activate the ESF on receiving the warning of the disaster/disaster from District EOC
- TL would inform Nodal Officers (NOs) of other primary and support agencies about the event and ESF activation
- TL will direct the QRTs to be deployed on the affected site
- TL will gather information on availability of predefined evacuation routes
- Where the predefined evacuation routes are not available, the Nodal officer would coordinate through District EOC with other ESFs Nodal officers and the support agencies about clearing of routes and identifying alternate routes. SOPS for Quick Response Team on Evacuation.

**CHAPTER – VIII**

**RECONSTRUCTION, REHABILITATION AND RECOVERY MEASURES**

Damage Assessments

Assessments in terms of the extent and monetary value of damages can be carried out with the help of local government offices, i.e. The Deputy Commissioner (Relief) or other concerned departments along with field surveys and interviews.

1. Effects on Basic Services :-

- Electricity – by MECL.
- Water supply – by Public Health Engineering Department, Resubelpara.

2. Infrastructure :-

- Buildings – by PWD, Building Division.
- Roads – by PWD, Roads Division.
- Hospitals and Clinic – by District Medical & Health Officers, Resubelpara.
- Shelter Homes – by District Urban Planners Office and Resubelpara Municipal Board.

3. Livelihood : crops, source of food/products – by Agriculture and Horticulture Department.

4. Landscape : soil stability, extent of coastline and land erosion – by Soil and Water Resources Department.

5. Ecological Communities : vegetation, terrestrial and aquatic life forest cover – by Forest Department.

The nodal departments will be assigned the responsibilities of reconstruction and restoration activities and perform these activities and restore the minimum basic infrastructure in the area which is vital for sustaining human life in the area. These departments are PWD (Roads, Building, NH), Health & Family Welfare, Electricity Boards (MECL), Development Authority, Water Supply and Sanitation Departments (PHE).

**CHAPTER IX**

**FINANCIAL RESOURCES FOR IMPLEMENTATION OF DDMP**

District Disaster Response Funds and District Disaster Mitigation Funds are proposed to be created at the District Level as mandated by Section 48 of the DM Act. The disaster response funds at the district level would be used by the DDMA towards meeting expenses for emergency response, relief, rehabilitation in accordance with the guidelines and norms laid down by the Government of India and the State Government.

All State Government Departments, Boards, Corporations and ULBs would prepare their DM plans including the financial projections to support these plans. The necessary financial allocations would be made as part of their annual budgetary allocations and ongoing programmes and should be used for mitigation and preparedness measures. They will also identify mitigation projects and project them for funding in consultation with the SDMA/DDMAs to the appropriate funding agency. The guidelines issued by the NDMA vis-à-vis various disasters should be considered while preparing mitigation projects.

DDMA should look at other options of new financial tools like catastrophe risk financing, risk insurance, micro-insurance etc. to compensate for massive losses on account of disasters.

**CHAPTER X**

**PROCEDURE AND METHODOLOGY FOR MONITORING, EVALUATION,  
UPDATION AND MAINTENANCE OF DDMP**

Evaluating the effectiveness of plans involves a combination of training events, exercises etc. to determine whether the goals, objectives, decisions, actions and timing outlined in the plan will result in an effective response. Guidelines for monitoring and evaluation of the plan are as given below:

- Regularly review the implementation of the plan.
- Check the efficacy of the plan after any major disaster/emergency in the district and see what did work and what did not work and make amendments to the plan accordingly.
- As per Sub Section (4) of Section 31 of the Disaster Management Act, 2005, the plan would be reviewed and updated annually and the year in which the plan has been reviewed would be clearly mentioned in shape of header in each page of the plan.
- Keep India Disaster Resource Inventory (IDRN) updated and connected with the plan.
- Update coordinates of responsible personnel and their roles/responsibility every six months or whenever a change happens. Names and contact details of the officers/officials who are the nodal officers or the in-charge of resources to be updated on regular basis.
- Plan should be web enabled with access on intra and internet.
- Plan should be circulated to all stakeholder departments, agencies and organizations so that they know their role and responsibilities and also prepare their own plans.
- Regular Drills/exercises should be conducted to test the efficacy of the plan and check the level of preparedness of various departments and other stakeholders.
- Regular training and orientation of the officers/officials responsible to implement the plan should be done so that it becomes useful document to the district administration.
- Army, NDRF, SDRF and other agencies should be integrated into the plan exercise regularly.
- DDMA should hold Regular interaction and meetings with the Army or any other central government agencies for strengthening coordination during disasters.
- The DEOC should be made responsible for keeping the plan in updated form and collecting, collating and processing the information.

**CHAPTER XI**

**COORDINATION MECHANISM FOR IMPLEMENTATION OF DDMP**

Dealing with a major disaster requires resources from outside the district. When the capacities of a district administration are overwhelmed, higher levels are called upon to assist. Likewise, assets and capabilities in the corporate and non-governmental sectors available around the district may be brought to bear.

There are many actions undertaken by participants in disaster management that support this goal, both pre-disaster (to forestall or reduce potential damage) and post-disaster (to recover from actual damage) and ideally these activities would reduce the potential effects of a disaster significantly. For achieving this objective, the plan should have a pre-established and practiced mechanism for Inter, intra and extra agency coordination.

Communication is the most important tool for effective coordination. Generally, Emergency Operation centre (EOC) is the enabler of communication and coordination. EOC communication and coordination plan (EoC-SoP) should specify procedures for interfacing with different stakeholders during all phases of emergency, as stated in the DDMP framework. Pre-Disaster meetings to review the DDMP with all stakeholders should be planned.

**CHAPTER XII**

**STANDARD OPERATING PROCEDURES (SOPs) AND CHECK LIST**

**12.1 Standard Operating procedures (SOPs)** Standard Operating Procedures (SOPs) are a common method of implementing instructions. SOPs provide response protocols for carrying out specific responsibilities. They describe who, what, when and how SOPs are appropriate for complex tasks requiring step-by-step instructions for performing a task. The District is having a SOP prepared from the Guidelines of the Government of India.

**12.2 SOP for Earthquake (without warning situation)** Earthquakes can neither be predicted nor prevented. When an earthquake strikes, the district team must be ready to respond. To survive, the administration and neighbourhood community members should be prepared with 'survival plans'. The basic approach should be: (a) Avoid injury to self and help others; (b) minimize damage to Critical Infrastructure and Key Resources (CIKR) installations and property; (c) Be prepared to survive and function for at least 72 hours after an earthquake without help from external aid.

**12.3 Special Hazards/Precautions**

- Earthquake impact can cause damage to critical infrastructures including telecom, power transmission, water supply, gas or oil pipelines resulting in pipe rupture or blast from ignition of accumulated associated well gas and vaporization of crude oil pool.
- Each agency must immediately shut down all operations and supply in pipeline / transmission lines as per their on-site emergency response plan.
- Depending upon the intensity, <6 Magnitude evacuation may be required for both within the facility as well as for neighbouring community to assemble in designated open ground/ muster point.
- Fire fighting, search and rescue teams to be kept in standby for any emergency rescue operations.
- Emergency coordination team to monitor the situation.
- Only after proper safety inspection, critical infrastructure facilities may be asked to resume their operation.

**12.4 Emergency Response Resource Requirements**

- Emergency Communication - Sat phones for wide area communication , Wireless for local area communication
- Fire management services -Mobile fire protection system
- Specialised resources – SAR, Specialised equipments for SAR
- Manpower- Additional fire fighters/support personnel
- Medical –Ambulances, Doctors, Nurses, Stretchers, Pharmacy supply / First aid kits
- Law and Order –Police

**12.5 Incident Action Plan** Task/Function/Activity Department/Officer Responsible Raise alarm. The staff to follow 'drop-cover-hold' procedures and assemble at pre-designated safe muster points All staff Emergency Alarm/Notification/ Notify Authorities & external agencies RO/IC/EOC Issue instructions to shut down all operations immediately on CIKR RO/IC/EOC Activate IRTs RO/IC Assess situation, make evacuation plan and evacuation IRT Activate

## **District Disaster Management Plan, North Garo Hills District, Resubelpara.**

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special resources for SAR including JCBs, Earth-movers, Steel cutters IRT Coordinate and mobilize specialized medical teams with mobile operation theatres IRT Coordinate and mobilize transport and logistics IRT Assess Hazards – potential for leakage and consequent explosion IRT Cordon off the area – Establish “hazard zone” and secure area from unauthorized entry. IRT Community Evacuation Plan Community Trigger alarm/early warning siren and evacuate community to pre-designated open ground Community & IRT Ensure speedy coordination for evacuation IRT Attend the injured with first aid and transport them to hospital IRT Assure the people by sharing the real impact of incident and seek their cooperation IRT Provide temporary shelter with water, food and sanitation facilities IRT Conduct Damage Assessment IRT Only after thorough check-up and formal clearance, community can be permitted to return to their habitation IRT

### **12.6 SOP for Flash Flood/Thunderstorm/Cyclone (with warning situation)**

Precautions:

- Flooding can disrupt continuity of Governance and the life of the community
- Flooding can lead to disruption in electrical supply and communication and cause damage to roads, bridges and other infrastructure.
- Depending upon the level and quantum of water inundation evacuation required for community to move to safe zones.
- Search and rescue teams to be kept in standby for any emergency rescue operations
- Emergency coordination team to monitor the situation
- Ensure that drainage channels / nallas are de-silted and bunds are periodically maintained.

### **12.7 Emergency Response Resources:**

- Specialist Resources -Search and rescue teams (divers/swimmers, Emergency Medical; Specialized equipment- like boats, life jackets (helicopters), etc.
- Manpower -Support Personnel
- Medical Support -Ambulances (complete with emergency medication), Doctors, Nurses, Stretcher Bearers, Oral Rehydration Satchets (ORS)
- Law & Order Agencies -Police
- Other Essentials -Water storage tanks, Chlorine tablets , Temporary shelters with sanitation facilities, Temporary common kitchen or food packets

### **12.8 Incident Action Plan**

Task/Function/Activity      Department/Officer      Responsible      Raise      alarm/Mass  
messaging/Community siren system IPR Look out for regular updates from Indian Meteorological Department (IMD) and Central Water Commission (CWC) for forecast and follow up action EOC/IPR/IMD Alert all IRT & ESF to start working on their role RO/IC Raise alarm if water level is reaching critical level of jeopardizing safety of infrastructure IRT Assess situation, make evacuation plan and move community to safer zones IRT Activate special resources • Search and rescue (divers/swimmers, boats, life jackets, searchlights, nylon ropes • Specialized equipment (helicopters, sandbags, crowbars, spades, portable motor pumps) IC Close / cordon flooded roads and areas from entry IRT Assess situation hour to hour in close contact with IMD/CWC and other agencies IRT Conduct damage assessment IRT Only after thorough check-up and formal clearance, community can be permitted to return to their habitation IRT

**ANNEXURES**

**District Emergency Operations Centre- 1077/0364-2225289/2502094, Fax-2502149**

**Annexure 1: District Disaster Management Authority**

Sl. No.	Name	Designation	Status	Address	Contact Nos.
1	Shri S. C. Sadhu, IAS	Deputy Commissioner	Chairperson	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8014568222
2	Shri Sukaram K. Sangma	Executive Member, District Council	Co-Chairperson	O/O Garo Hills Autonomous District Council, Tura	(M) 9436114689 9615015303
3	Shri. D D. Sangma, MCS	Addl. Deputy Commissioner	CEO	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8575090993
4	Dr. R. Kumar, IPS	Superintendent of Police	Member	O/o. Superintendent of Police, North Garo Hills, Resubelpara	(M) 9615759111 9436939111
5	Dr. (Mrs) D.K. Sangma	DM & HO	Member	O/o. Resubelpara C.H.C., North Garo Hills, Resubelpara	(M) 9612160031
6	Shri. Fernand G. Momin	Executive Engineer, PWD, Roads	Member	O/o. Executive Engineer, PWD (R), North Garo Hills, Resubelpara	(M) 9856085101
7	Shri I. B. Talang	District Agriculture Officer	Member	O/o. District Agriculture, North Garo Hills, Resubelpara.	(M) 8730955409

**Annexure 2: Important Names & Contact Numbers**

Sl. No.	Names of Officers	Designation	Office Address	Contact Nos.
1	Shri. L CH. Marak, MCS,	Addl. Deputy Commissioner.	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 9615203339
2	Shri C.N. Sangma, MCS	Extra Assistant Commissioner.	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8575014697
3	Shri. R Z D. Shira, MCS	Extra Assistant Commissioner.	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8811095900
4	Smt. Leena Daring, MCS	Extra Assistant Commissioner.	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8794026102

## District Disaster Management Plan, North Garo Hills District, Resubelpara.

5	Shri Raja Brahma, MCS	Extra Assistant Commissioner.	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 9402191280
6	Shri. A. T. Sangma	Deputy Superintendent of Police	O/o. Superintendent of Police, North Garo Hills, Resubelpara	(M) 9436116900 9856026900
7	Shri. R. G. Momin	Superintendent of Supply	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M)
8	Shri. R. S. Kharnawly	Deputy Superintendent of Excise	O/o. Deputy Superintendent of Excise, North Garo Hills, Resubelpara	(M) 9862044910
9	Shri. B K. Sangma	Research Officer Planning	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 8974373071
10	Shri. B K. Marak	I/c. Housing Inspector	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 9615038582 9436113519
11	Shri. Surojit Hajong	Treasury Officer	O/o. Deputy Commissioner, North Garo Hills, Resubelpara	(M) 9856029473
12	Shri I. B. Talang	District Agriculture Officer	O/o. District Agriculture, North Garo Hills, Resubelpara.	(M) 8730955409
13	Shri. M D. Areng	Project Director	O/o. ATMA, Resubelpara, North Garo Hills.	(M) 8575788978
14	Dr. C J. Sangma	District Veterinary Officer	O/o. District Animal Husbandry & Vety. Gangdubi North Garo Hills	(M) 9436313502 8794153428
15	Shri Joseph T. Sangma	General Manager	O/o. District Commerce & Industries Centre, North Garo Hills, Resubelpara.	(M) 9436995626
16	Dr. (Mrs) D. K. Sangma	DM & HO	O/o. Resubelpara Community Health Centre, North Garo Hills.	(M) 9612160031
17	Shri. J R. Marak	Assistant Employment Officer	O/o. District Employment Exchange, North Garo Hills, Resubelpara	(M) 8014582494
18	Smt. A. C. Momin	Assistant Director of Horticulture	O/o. Assistant Director of Horticulture (FP), Dainadubi, North Garo Hills	(M) 9439105411 8575788975
19	Shri. Ratish Rabha	District Handloom Dev. Officer	O/o. District Handloom Dev. Office, Dilma, North Garo Hills.	(M) 9856453146
20	Smt. S K M. Sangma	District Horticulture Officer	District Horticulture Office, North Garo Hills, Resubelpara.	(M) 9856050046
21	Shri. S. T. Sangma	Inspector of Legal Metrology.	O/o. Inspector of Legal Metrology, North Garo Hills, Resubelpara.	(M) 9863616739
22	Shri. J Sangma	Executive Engineer	O/o. Executive Engineer, PHE, North Garo Hills, Resubelpara.	(M) 9436112485

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23	Shri. S P. Marak	Sub-Divisional Officer	O/o. Sub-Divisional Office, PHE, Mendipathar, North Garo Hills.	(M) 9436112763
24	Shri. Lonick I. Sangma	Sub-Divisional Officer	O/o. Sub-Divisional Office, PHE, Kharkutta, North Garo Hills	(M) 9402304049
25	Shri. Canning S. R. Marak	Sub-Divisional Officer	O/o. Sub-Divisional Office, PHE, Mendipathar, North Garo Hills	(M) 8414807060
26	Shri. W G. Momin	District Information & Public Relation Officer	O/o. District Information & Public Relation Office, North Garo Hills, Resubelpara	(M) 9862193106
27	Shri I. Sangma	Executive Engineer	O/o. Executive Engineer, PWD (B), West Garo Hills, Tura	(M) 9436114381
28	Shri. Fernand G. Momin	Executive Engineer	O/o. Executive Engineer, PWD (R), North Garo Hills, Resubelpara	(M) 9856085101
29	Shri. Keith Mallory G. Momin	Sub-Divisional Officer	O/o. Sub-Divisional Officer, PWD (R), Dainadubi, North Garo Hills.	(M) 9862461742
30	Shri. I G. Momin	Sub-Divisional Officer	O/o. Sub-Divisional Officer, PWD (R), Kharkutta, North Garo Hills.	(M) 8014573894
31	Shri. Byron M. Marak	Sub-Divisional Officer	O/o. Sub-Divisional Officer, PWD (R), Bajengdoba, North Garo Hills.	(M) 8974036158
32	Shri. Westo Niangti	Sub-Divisional Officer	O/o. Sub-Divisional Officer, PWD, NH-I Gokulgri, North Garo Hills	(M) 9863081835
33	Shri. Nepolin Kharjana	Executive Engineer	O/o. Executive Engineer, (WR), North Garo Hills Division, Resubelpara	(M) 9863217358
34	Shri B. K. Nag	District School Education Officer	O/o. District School Education Office, North Garo Hills, Resubelpara.	(M) 8575348288
35	Shri H. G. Momin	Sub-Divisional School Education Officer	O/o. Sub-Divisional School Education Office, North Garo Hills, Resubelpara.	
36	Smt. T. G. Momin	I/c. Principal	O/o. District Institute of Educational and Training, North Garo Hills, Resubelpara.	(M) 9612465833
37	Shri. J. R. Marak	Principal	O/o. Basic Training Centre, North Garo Hills, Resubelpara.	(M) 9856087924
38	Shri. N Ch. Rabha	Extension Officer	O/o. Sericulture Development Office, Resubelpara, North Garo Hills	(M) 9856009464

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39	Shri M. D. Areng	I/c. District Social Welfare Officer	O/o. District Social Welfare Officer, North Garo Hills Resubelpara.	(M) 8014715584
40	Smt. M Ch. Momin	Divisional Soil Conservation Officer	O/o. Divisional Soil Conservation Officer, North Garo Hills, Resubelpara.	(M) 9436112482
41	Smt. J N. Sangma	District Sport Officer	O/o. District Sport Officer, Williamnagar I/c. Resubelpara, North Garo Hills.	(M) 9436332847
42	Shri. M. T. Sangma	District Statistical Officer	O/o. District Statistical Officer, North Garo Hills, Resubelpara.	(M) 9436112033
43	Shri. B G. Momin	Farm Superintendent	O/o. State Seed Farm, Sambrak, North Garo Hills.	(M) 9436112190
44	Shri P. S. Tariang	Superintendent of Fisheries	O/o. Superintendent of Fisheries (Gangdubi), North Garo Hills	(M) 9774594310
45	Smt. H A. Sangma	Fishery Officer	O/o. Superintendent of Fisheries (Gangdubi), North Garo Hills	(M) 9615313210
46	Shri. Tryster Sangma	Taxation Inspector	O/o. Taxation Check Gate, Bajengdoba, North Garo Hills.	(M) 9436112329
47	Shri. Balsrang M. Sangma	Taxation Inspector	O/o. Taxation Check Gate, Dainadubi, North Garo Hills.	(M) 8415897003
48	Shri. Tridiline Sangma	Taxation Inspector	O/o. Taxation Check Gate, Dainadubi, North Garo Hills.	(M) 9856035926
49	Shri. Robert Tinku D. Marak	Taxation Inspector	O/o. Taxation Check Gate, Soksan, North Garo Hills.	(M) 9862748769
50	Shri. R. G. Momin	i/c. District Transport Officer	O/o. District Transport Officer, North Gao Hills, Resubelpara	(M) 9615208771
51	Shri. M. S. Sangma,	I/c. District Urban Affairs Officer	O/o. District Urban Affairs, West Garo Hills, Tura	(M) 9436112140

**Annexure 3: Names of Block Development Officers with Contact Numbers**

Sl. No.	Names of BDOs	Office Address	Office No.	Contact Nos.
1	Shri R. Z. D. Shira, MCS	Kharkutta C & RD Block	-	(M) 8811095900
2	Smti Leena Daring, MCS	Resubelpara C & RD Block	-	(M) 8794026102

**Annexure 4: Other Important Offices with Contact Numbers**

Sl. No.	Name of Offices	Contact Numbers
1	BSNL, Mendipathar	N/A
2	MeECL, Mendipathar	N/A
3	National Disaster Response Force, Guwahati	0361-2841464, Fax-2840284

**Annexure 5: List of Police Stations/O.P/BH/TB with Contact Nos.**

Sl. No.	Name of Police Stations/Out Posts/Beat Houses/Traffic Branch	Contact Numbers
1	Police Control Room	N/A
2	Mendipathar P. S.	94361-66002, 98627-82716, 8011062477
3	Bejengdoba P. S.	94025-45965, 08134918656, 9615289957
4	Resubelpara P.S.	8575925136, 07575951007
5	Kharkutta P.S.	84158-05916, 08257024825
6	Dainadubi O.P.	85757-23264, 98638-58381
7	Adokgre O. P.	+918575426561

**Annexure 6: List of Fire & Emergency Service Stations**

Sl. No.	Name of Station	Office No.	Mobile No.	Equipped with VHF
1	Control Room, F&ES, Resubelpara	--	--	Yes
2	Mendipathar F&ES	--	--	Yes

**Annexure 7: List of Hospitals & Contact Nos.**

Sl. No.	Name of Hospitals	Contact Nos.
1	Resubelpara Community Health Centre	(M) 9612160031
2	Mendipathar Primary Health Centre	N/A
3	Dainadubi Primary Health Centre	N/A
4	Kharkutta Primary Health Centre	N/A
5	Adokgre Primary Health Centre	N/A
6	Bajengdoba Primary Health Centre	N/A
7	Rari Primary Health Centre	N/A

**Annexure 8: Static First Aid Posts/Shelters under Urban Areas**

- 1. Resubelpara Community Health Centre.**
  - DIET, Resubelpara
  - Govt. Girls' Higher Secondary School, Resubelpara.
  - Mini Stadium, Resubelpara.
- 2. Mendipathar Primary Health Centre.**
  - Mendipathar College, Mendipathar.
  - Salpara L. P. School, Mendipathar.
- 3. Dainadubi Primary Health Centre.**
  - Bangsi A'pal Higher Secondary School, Dainadubi.
- 4. Kharkutta Primary Health Centre.**
  - Kharkutta Higher Secondary School, Kharkutta.
  - Kharkutta Mini Stadium.
- 5. Adokgre Primary Health Centre.**
  - Adokgre Secondary School, Adokgre.
- 6. Bajengdoba Primary Health Centre.**
  - Bajengdoba Higher Secondary School, Bajengdoba.
- 7. Rari Primary Health Centre.**

**Annexure 9: Organization Dealing in Essential Commodities**

**LIST OF THE CHAKKI MILLS**

SL. NO.	NAME OF CHAKKI MILLS	LOCATION	PHONE NO.
1	Nil	Nil	Nil

**LIST OF THE S.K. OIL AGENCY**

SL. NO.	NAME OF S.K. OIL AGENCY	LOCATION	PHONE NO.
1	M/s. Meghalaya Auto Agency (P) Ltd.	Dekachang, Resubelpara	N/A

**LIST OF WHOLESALERS AT URBAN AREAS**

**NO. & NAME OF WHOLESALER: 1 – TITOV KHONGWIR – MENDIPATHAR - 8794592935**

SL. NO.	NAME OF FPS DEALER	Centre
1	Purnima sangma	Mendipathar
2	Suraya Sangma	Dilma A'pal
3	Ponsing Marak	Spikol

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4	Everson Marak	Dalbinggre
5	Premchand Rabha	Miapara
6	Mojendro Shira	Dalbot Nokat
7	Premchan Rabha	Upper Manikganj
8	Tusing Momin	Mongpangro
9	Getwindro Momin	Khantolgri
10	Paulina Sangma	Jampara
11	Gonjing Marak	Chipakram
12	Lohity Marak, Secretary WCS	Salpara
13	Ronjit Sangma	Dilma Rejak Gittim
14	Arbith Marak	Mendipathar Babupara
15	Ranjay Rabha	Horinkata
16	Noseny Momin	Jamgao
17	Co-operative, Secretary	Mendipathar
18	Minsing Marak	Dandakol
19	Pulin Hato	Chhoto Miapara
20	Babar D. Shira	Okbima
21	Allean Marak	Lower Dilma
22	Helnosh Sangma	Dilma Soksan
23	Halbith Sangma	Bolpuma
24	Gretilla Sangma, Secretary SHG	Dangra
25	Prenalsing Shira	Keragalram
26	Terak Sangma	Thapa Agitchak
27	Honethsing Sangma	Thapa Darenchi
28	Jonesh Momin	Thapa Bazar
29	Obitson Momin	Dilma Songgital
30	Kunja Rabha	Thapa Dangre
31	Albinath Sangma	Thapa Dajonggre
32	Secretary WCS.	Dajong Gate
33	Chonditson Sangma	New Khantolgluri
34	Joakim Marak	Soenang A'ga
35	Chaban Marak	Damash A
36	Bronson Sangma	Damash B

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37	Renilla Sangma	Kashkona
38	Munmunsen Marak	Dokamcheng
39	Sumitra Momin	Chimatcha
40	Elbath Shira	Chitukona
41	Bellina Marak	Matchakolgre
42	Prenswell Shira	Rongmaklong

**NO. & NAME OF WHOLESALER: 2 – SHRI SILKA D. SHIRA – MENDIPATHAR - 8014689825**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Chijeng Marak	Rongkaminchi
2	Mojim Marak	Soenang
3	Lathinma Rabha	Lower Manikganj
4	Secretary WCS	Rejak Gittim
5	Secretary WCS	Hatibasha
6	Ellina Sangma	Salpara
7	Minggan marak	Do'me Anti
8	Jollendro Marak	New Bakenang
9	Salman Sangma	Nolbari
10	Presing Marak	Gajingpara
11	Thuningson Momin	Kawak
12	Binothi Rabha	Mendipathar
13	Kunjo Behari Rabha	New Miapara
14	Lunesh Marak	A'bagre
15	Devanada Rabha	Genang Rabha
16	Chenisa Sangma	New Puthimari
17	Herrison Marak	Bonggare Olbaknang
18	Rafil Sangma	Bangsi Minol
19	Setmilla Marak	Pakmare

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**NO. & NAME OF WHOLESALER: 3 – SMTI NEMSE N. SANGMA – RESUBELPARA  
- 9436119459**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Jalendro Rabha	Rompara
2	Denitha Areng	Mongmasiram
3	Rimbish Marak	Darampara
4	Getmerol Marak	Daram Mangtu
5	Siljak Momin	Songmegap
6	Welston Marak	Chidaret Songma
7	Jipson Marak	Daram Songma
8	Lakim Marak	Doba A'pal
9	Mohondro Marak	Daram Tekalang
10	Maising Marak	Chidaret Ajagro
11	Saitina Shira	Bangalmura
12	Charan Sangma	Rongrong
13	Jiten Rabha	Jonglapara
14	Semson Sangma	Eguagre
15	Leparson Marak	Daram Akakhi

**NO. & NAME OF WHOLESALER: 4 – SHRI PREDIL K. SANGMA – RESUBELPARA  
- 9615168356**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Kejan Momin	Dangkong
2	Limberth Marak	Balsri Gittim
3	Lesamerry Marak	Chibagok
4	Ceril Sangma	Bakrapara
5	Prith Lethingforth Sangma	Dekachang
6	Lilyana Marak	Resubelpara
7	Precioush Sangma	Babukona
8	Sengjrang Sangma	Boda A'pal
9	Jasendro Sangma	Dame Bibra
10	Francish Marak	Chisimary

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11	Galison Shira	Damringgre
12	Rajkumar Rabha	Dagal Gittim
13	Septin Marak	Haluapara
14	Welkin Marak	Bengdoba
15	Lobo Chungchung Rabha	Nokchelpara
16	Secretary WCS	Motcholpara
17	Lawrence Sangma	Khaldang
18	Raksrang Sangma	Rongrong Bolsongchok

**LIST OF WHOLESALERS AT RURAL AREAS**

**NO. & NAME OF WHOLESALER: 1 – SHRI TOPSTAR MARAK – BAJENGDOBA - 8731842399**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Iban Sangma	Dame A'pal
2	Jenam Marak	Raksam Songma
3	Darasing Marak	Skera A'pal
4	Jingron Marak	Wakso Nengsa
5	Getminson Sangma	Bolsong Kama
6	Probadini Marak	Benokgre
7	Rajendro Marak	Matchuki
8	Solendro Marak	Bolsong B Mohol
9	Monjeng Sangma	Rongbalugre
10	Preston Sangma	Gosingpita
11	Jalsrang Sangma	Harikona
12	Anitha Sangma	Sarongkol
13	Helbith Marak	Bakenang
14	Wellesh Sangma	Rangagora
15	Jendithson Marak	Dajongpara
16	Bipul Rabha	Jetdoba
17	Tejimala Marak	Sonachiring
18	Leparson Marak	Chorebolbok
19	Prebath Rabha	Borjhora

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20	Hebeswar Rabha	Fakirmara
21	Rongseng Sangma	Cheram A'ga
22	Hamsing Momin	Bolsong
23	Nengjing Sangma	Tatolgre
24	Podini Marak	Chambildamgre
25	Rosemoni Sangma	Dujonggre
26	Jeren Marak	Raksam Songmagre
27	Siltibirth Marak	Moamari
28	Withson Marak	Elatchi A'pal
29	Anitha Sangma	Bolongpang
30	Walter Sangma	Bongbanchi
31	Ketharine Marak	Konapara

**NO. & NAME OF WHOLESALER: 2 – SMTI BREHOMONY MARAK –  
BAJENGDOBA - 9615380388**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Mebira Sangma	Bajengdoba
2	Nurjahan Shira	Thorikakona
3	Lulunight Momin	Berubari
4	Laibi Marak	Rongpetchi
5	Rinna Momin	Kosi Gate
6	Jindro Marak	Sualmari
7	Sington Marak	Raja A'pal
8	Dalcheng Sangma	Mendu A'pal
9	Wilbath Marak	Chakodam
10	Lenybell Sangma	Narongkol
11	Byloritha Sangma	Do'bakol
12	Pinder Marak	Upper Bajengdoba
13	Nangjendro Marak	Denggnanggre
14	Waldent Marak	Gengnang
15	Prinsonath Marak	Omorpur
16	Kasang Marak	Kagrakgre

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17	Jenat Sangma	Walso A'chugre
18	Korte Rabha	Thakurbella
19	Nripen Rabha	Dangolpita
20	Baljan Sangma	Dalmanggre
21	Newsallingbirth Sangma	Gosingpita Bakra
22	Kalding Sangma	Wakso Songma
23	Benram Rabha	Sualmari Rabha
24	Sanjabil Sangma	Line A'ding
25	Florinda Sangma	Kantabari
26	Nagendro Rabha	Thorika Rabha

**NO. & NAME OF WHOLESALER: 3 – SHRI JEPY SANGMA – GOKULGRE - 8132002507**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Andesh Marak	Gokulgre
2	Holden Sangma	Mendudam
3	Terol Marak	Bekbekgre
4	Rikmin sangma	Achotchonggre
5	Previne Sangma	Gabil – A
6	Gorang Sangma	Rari Hat
7	Jeponni Marak	Digisingre
8	Ripamchi SHG.	Mendal
9	Mondil Sangma	Nirangmah
10	Mojendro Marak	Korepara
11	Pinster Marak	Chisim Matchokgre
12	Jerendro Sangma	Aruakgre
13	Sonjeng Sangma	Dokigre
14	Rajan Marak	Samkalakgre
15	Polsony Sangma	Dingrepa
16	Secretary WCS.	Mendal
17	Jonshan Sangma	Chisim Maodamgre
18	Impal Marak	Gra

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19	Ainalson Marak	Kantaragre
20	Kiljing Sangma	Balkolgre
21	Anthon Marak	Wagopgre
22	Ladithson Sangma	Marongpa
23	Frollina K. Marak	Gabil – B
24	Rohen Sangma	Manda Songgitcham
25	Secretary WCS.	Boro Gokulgre
26	Secretary WCS	Ronggopgre – A
27	Krunalish Sangma	Kitmadamdre
28	Nelson Sangma	Jogogre
29	Wallen Sangma	Kimdegre
30	Withnal Marak	Snalgre
31	Hiljendro Sangma	Wakso A'simgre
32	Secretary WCS	Rem Kantongre
34	Secretary WCS	Ronggopgre - B

**NO. & NAME OF WHOLESALER: 4 – SHRI TRUEMEN MARAK – DAINADUBI - 8575371187**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Lenush Marak	Gambil A'ga
2	Ellash Momin	Sobajamal
3	Uma Marak	Lower Sambrak
4	Remolline Momin	Upper sambrak
5	Cleanton Sangma	Wageasi
6	Lingdoh Momin	Gairong
7	Piush Shira	Kentra
8	Charmy sangma	Nogolpara
9	Creniar Sangma	Bangsi A'pal
10	Heckamber Sangma	Chittuk Dadram
11	Dayana Sangma	Dainadubi
12	Crethyson Marak	Depa
13	Elkush Shira	Simseng Bongga

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14	Danchi Marak	Sarangma
15	Stilson Sangma	New Amerim
16	Settina Sangma	Chisim A'pal
17	Flowrence R. Marak	Upper Dainadubi
18	Pronalline Sangma	Bugakol
19	Nollington Sangma	Galwangsa
20	Bijush Marak	Nanil A'pal
21	Mallothy Shira	Doratcha
22	Ronith Sangma	Imbanggi
23	Beulaline Marak	Chima Impel
24	Stone Marak	Gambil A'pal
25	Maidarin Sangma	Nisangram Babupara
26	Pojilla Sangma	New Sarangma
27	Pinswith Marak	Sinseng Bugakol

**NO. & NAME OF WHOLESALER: 5 – SHRI KRAISTONE MOMIN – KHARKUTTA**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Harding Marak	Bagabata – A
2	Delimson Sangma	Watregittim – A
3	Digendro Sangma	Bagabata – B
4	Sengrak Areng	Baksalpara
5	Ranjith Rabha	Mendima Rabha
6	Martina Momin	Rangga
7	Pinbirth Areng	Kharkutta Reserve
8	Beniker Areng	Chotcholja
9	Nelling sangma	Rajasimla Songma
10	Lenia Areng	Upper Kharkutta
11	Julitha Momin	Lower Kharkutta
12	Garden Marak	Bolmadang
13	Oprim Sangma	Tebrongpara
14	Prenilson sangma	Megam Akong
15	Sebastin Marak	Chilpara

**District Disaster Management Plan, North Garo Hills District, Resubelpara.**

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16	Kokilla Marak	Rajasimla Wari
17	Bishop Sangma	Baksalpara – A
18	Fortunate Momin	Chibongga
19	Gabilin Areng	Bolsaldam
20	Lewinforth Marak	Upper Rongbu Bagabata
21	Sedina Marak	Gullut
22	Bilorinna Sangma	Imbeng A dap
23	Bantariash Sangma	Bagabata Bazar
24	Clement Sangma	Manchanggittim
25	Mesendro Marak	Mapilkol
26	Winbath Sangma	Upper Rongbu

**NO. & NAME OF WHOLESALER: 6 – SHRI JOHNY SHAKESPEAR MARAK –  
KHARKUTTA - 9402545912**

<b>SL. NO.</b>	<b>NAME OF FPS DEALER</b>	<b>Centre</b>
1	Jibarson Marak	Dilma Adap
2	Gading Marak	Aruakgre
3	Grapingstone Sangma	Badaka
4	Jogodish Momin	Illdek A kong
5	Ellina Momin	Adokgre
6	Nilendro Sangma	Tingba
7	Hambesh Momin	Gorok
8	Romen Momin	Mimillam
9	Golbith Sangma	Rema Gittim
10	Kerewin Sangma	Mingkrak
11	Juliash Momin	Reking
12	Devekin Areng	Waramja
13	Sengrik Sangma	Chigranggre
14	Ladikson Sangma	Atiabari
15	Tosindro Momin	Sakware
16	Ellina Momin	Dochisoram
17	Santhidevi Momin	Illdek Reserve

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18	Caterin Sangma	Tinsimna
19	Promish Marak	Norangga
20	Jebing Momin	Dilma Ading
21	Artish Momin	Mendima Garo
22	Hamilson Areng	Watgre Gittim – B
23	Dicton Sangma	Kama Gandim
24	Binna Sangma	Konchikol
25	Dinesh Sangma	Dapolpara

**Annexure 10 : Distance Of Road From Resubelpara To Various District Medical & Health Offices**

Sl. No.	Name of CHC/PHC	Distance from Resubelpara in Km.
1	Resubelpara CHC	0 Km.
2.	Mendipathar PHC	6 Km.
3.	Dainadubi PHC	24 Km.
4.	Bajengdoba PHC	26 Km.
5.	Kharkutta PHC	45 Km.
6.	Wage Asi PHC (Bakdil Run)	32 Km.
7.	Adokgre PHC	65 Km.
8.	Rari PHC	42 Km.
9.	Sualmari PHC	41 Km.
10.	Gabil PHC (Bakdil Run)	69 Km.

**Annexure 11: List Of Main Hospitals And Nursing Homes In Guwahati For Referral**

Sl. No.	Name	Address	Phone No.
1.	M/S Dispur Polyclinic & Nursing Home	Ganeshguri Dispur, Guwahati – 36	2220769/2260864
2.	M/S Nemcare Hospital	G.S. Road, Bhangagarh, Guwahati – 5	2455906/2528587 Fax – 2457344
3.	M/S Wintrobe Hospital	G.N.B. – Road, Ambari, Guwahati – 1	2522860
4.	M/S Central Nursing Home	Behola Basistha Road, Guwahati – 28	2262044/2265923/ 2227342
5.	M/S Down Town Hospital Ltd.	G.S. Road, Dispur, Guwahati – 36	2331003/2330659/2 330695/2332741
6.	M/S Guwahati Neurological Research Centre Ltd.	Dispur, Guwahati - 36	2227700-04 Fax – 2227711

7.	M/S Agile Hospital	Jayanagar Chariali, Beltola, Guwahati	2620611
8.	M/S Gutucharan Polyclinic cum Nursing Home	M.D. Shah Road, Paltanbazar, Guwahati – 8	2514194/2540876
9.	M/S H.M. Hospital & Research Centre (P) Ltd.	Hatigaon, Dispur, Guwahati - 33	260948
10.	M/S East End Nursing Home & Research Institute	G.N.B. Road, Bamunimaidam, Guwahati - 21	2550334/2556008/2740045
11.	M/S Care Home & Diagnostic Centre	Bamunimaidam, Guwahati - 21	2550202
12.	M/S International Hospital	Lotus Tower, Christianbasti, G.S. Road, Guwahati - 5	2347700/01/02/03 Fax – 2347715
13.	M/S Central Clinic and Nursing Home	M.S. Road, Faneybazar, Guwahati - 1	2602104/2549065
14.	M/S Kalicharan Das Nursing Home & Polyclinic	Kalapahar, Gopinath Nagar, Guwahati - 16	2472963/2476774
15.	M/S Nightingale Hospital (E.N.T.)	Ganeshguri, Kacharibasti, Dispur, Guwahati - 5	2342920
16.	M/S Marwari Maternity Hospital	Satijoymati Road, Guwahati	2541201/2541202
17.	M/S Good Friend Hospital & Research Centre	G.S. Road, Ulubari, Guwahati - 7	2515209
18.	M/S Swagat Endolaparoscopic, Surgical Research Institute	A.T. Road, Santipur, Guwahati - 9	2131726/2637899 Fax – 2519026
19.	M/S Barthakur Clinic Pvt. Ltd. Hospital	Kharghuli, Guwahati - 4	2543411/2546233
20.	M/S Sacred Home Hospital & Research Clinic Pvt. Ltd.	Kachaibasti, B.K. Kakati Road Byclane – 4, Ulubari, Guwahati – 7	2431358
21.	M/S Kumar Nursing Home	K.R. Choudhury Road, Near Panchali, Kumarpara, Guwahati-9	2570033
22.	M/S Dr. B.A. Saikia Memorial Nursing Home	A.T. Road, North Jalukbari, Adabari, Guwahati – 14	2529854/2527229
23.	M/S Aruna Memorial Hospital Pvt. Ltd.	Rajgarh Road, Bhangagarh, Guwahati – 5	(9536231) 2840001/2840379
24.	M/S Greenland Nursing Home & Medhi Diagnostic Clinic	V.I.P. Road (Guwahati Airport), Guwahati – 17	2268230/2263407
25.	M/S Good Health Hospital	G.S. Road, Guwahati – 6	2522647/2562130
26.	M/S City Heart Hospital	Rajgarh Road, Guwahati – 7	2491090
27.	M/S Sangpo Health Care Pvt. Ltd.	Adagodown, Lakhara Road, Guwahati – 34	2522959
28.	M/S City Nursing Home	R.K. Choudhury Road, Bharalumukh, Guwahati – 9	2529390/2529945
29.	M/S N.L. Medicure & Research Centre	Sarboday Path, Bus Stop A.B.C., G.S. Road, Guwahati – 5	2202338
30.	M/S Midland Hospital & Research	Sreenagar (Near Zoo),	2522866/2541859

	Centre (P) Ltd.	R.G. Baruah Road, Guwahati – 5	
31.	M/S Sidhant Maternity & Nursing Home	Subhadra Bhawan, Chatribari, Guwahati – 6	2544560
32.	M/S Institute of Human Reproduction (Goenka Nursing Home)	Bharalumukh, Guwahati – 9	2431358
33.	M/S Advance Neuro-Science Hospital	Kahililpara Road, Ganeshguri, (Near Ganesh Mandir), Guwahati – 6	2263540/2335519
34.	M/S Carewell Polyclinic and Diagnostic Centre (P) Ltd.	Silpukhuri, Guwahati – 3	2666352
35.	M/S Ramcharan Foundation for Better Medical Care	Sandhyachal Nagar, Lalmati, Guwahati – 29	2303674
36.	M/S Reliance Polyclinic	Mathgharia – 2, Guwahati – 20	2550338
37.	M/S Sri Sankardev Netralaya	Beltola, Guwahati – 28	2305516/2228879-80/2223922-21
38.	M/S Brahmaputra Hospital Ltd.	Six mile, G.S. Road, Guwahati – 22	2227014/2230035
39.	M/S E.G. Nursing Home (P) Ltd.	Narengi Tiniali, Guwahati – 26	2641898/2640697
40.	M/S Marwari Hospital & Research Centre	Sati Joymati Road, Athgoan, Guwahati - 8	2662774/2662775/2602738-39
41.	M/S Omega Eye Clinic & Research Centre	Lankeswar, Near Old Survey Jalukbari, Guwahati – 14	2572374
42.	M/S Satribari Christian Hospital	K.C. Choudhury Road, Guwahati – 8	2600051/2540193
43.	M/S Institute of ENT – Head & Neck Surgery & Research Centre	B.K. Kakati Road, Uluhari, Guwahati – 7	2460513
44.	M/S Arya Hospital	A.M. Road, Rehabari, Guwahati – 8	2606888/2606665
45.	M/S Dr. S.C. Jain Maternity & Nursing Home	Ganeshguri, Janakpath, Guwahati – 6	
46.	M/S Guwahati Lions Eye Hospital	Lions Hospital Road, Rehabari, Guwahati – 8	2541235/2637423
47.	M/S Sanjivane Hospital	Maligoan, Guwahati – 12	2674892/893
48.	Guwahati Medical College Hospital	Bhangagarh, Guwahati	2529457, 2528417
49.	MMC Hospital	Panbazar, Guwahati – 1	2543998
50.	N.R. Rly Hospital	Maligaon, Guwahati	2570492
51.	Red Cross Hospital	Red Cross Road, Chandmari, Guwahati – 3	2665114

#### Annexure 12 : Financial Institutions

Sl. No.	Name of the Institution	Address	Telephone Number
1	State Bank of India	Resubelpara	8730003352
2	State Bank of India	Mendipathar	9577606454

3	State Bank of India	Bajengdoba	8730003346
4	State Bank of India	Dainadubi	9678283269
5	State Bank of India	Kharkutta	N/A
6	State Bank of India	Adokgre	N/A
7	Co-operative Apex Bank	Bajengdoba	N/A
8	Co-operative Apex Bank	Mendipathar	N/A

**Annexure 13 : List of Secondary & Higher Secondary Schools**

Sl. No.	Name of the Institution	Address	Name of Block
1	Resubelpara Govt. Boys Higher Secondary School	Resubelpara, North Garo Hills	Resubelpara Block
2	Bajengdoba Govt. Higher Secondary School	Bajengdoba, North Garo Hills	Resubelpara Block
3	Bangsi Apal Higher Secondary School	Bangsi Apal, North Garo Hills	Resubelpara Block
4	Damas Secondary School	Damas, North Garo Hills	Resubelpara Block
5	Dilma Apal Secondary School	Dilma Apal, North Garo Hills	Resubelpara Block
6	St. Thomas Higher Secondary School	Mendipathar, North Garo Hills	Resubelpara Block
7	Rev. Ramke Memorial Secondary School	Mendipathar, North Garo Hills	Resubelpara Block
8	Thapa Khantolguri Secondary School	Thapa Khantolguri, North Garo Hills	Resubelpara Block
9	Mongpangro Secondary School	Mongpangro, North Garo Hills	Resubelpara Block
10	Manikganj Secondary School	Manikganj, North Garo Hills	Resubelpara Block
11	Monforth Secondary School	Jonglapara, North Garo Hills	Resubelpara Block
12	Daram Union Secondary School	Daram, North Garo Hills	Resubelpara Block
13	Seventh Day Adventist Academy School	Chichotcheng, North Garo Hills	Resubelpara Block
14	United Kharkutta Higher Secondary School	Kharkutta, North Garo Hills	Kharkutta Block
15	Chotcholja Secondary School	Chotcholja, North Garo Hills	Kharkutta Block

