



DISTRICT DISASTER MANAGEMENT PLAN KORAPUT (2016)



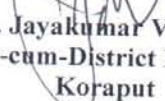
**DISTRICT EMERGENCY OPERATION CENTRE,
KORAPUT (ODISHA)**

PREFACE

Koraput district is situated in the southern part of the state which is famous for its natural bounties, enriched tradition and culture. The habitants of this district depend upon the natural resources, agriculture and wage labour to maintain their livelihood. The district is vulnerable to calamities and disasters both natural and man-made like drought, flood, epidemic, heat stroke, boat capsize, lightening, drowning, fire accident, Snake Bite etc. All these have been a matter of constant worry and concern, which have added to the miseries of the people of the district.

Identification of threat and development of a defence mechanism is the guiding philosophy and the District Disaster Management Plan has been formulated on this basis. The basic objective of this Action plan is to ensure safety of the lives and properties of the people and domestic animals during the disasters. The District Disaster Management Plan (DDMP) outlining the measures to be taken in the event of any natural or man-made disaster has been prepared based on the past experiences. While formulating the District Disaster Management Plan instructions of Special Relief Commissioner, MD OSDMA, United Nations Development Programme (UNDP) and also valuable suggestions of Members of the Natural Calamity Committee have been taken into account. The Plan deals with Risk Assessment and Vulnerability Analysis, Identification of Disaster Prone Areas, Response Structures, Inventory of Resources, Standard Operating Procedures, Directory of Institutions and Key Individuals, etc. The Plan is prepared to help the District Administration to focus quickly on the essentials and crucial aspects of both Preparedness and Response

Meticulous planning is the first step to successful implementation. It is our sincere belief that with this District Disaster Management Plan, disasters can be tackled in a more systematic fashion providing relief to the affected persons through timely action.


Sri. Jayakumar V, I.A.S.
Collector-cum-District Magistrate,
Koraput

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CHAPTER I

INTRODUCTION

1. Multi-Hazard Disaster Management & Response: Conceptual Framework:

1.1 Why is it?

Vulnerability of the Koraput District towards disasters, both natural and man-made is widely recognized. The district is vulnerable towards natural disasters like; floods, flash flood, cyclones, droughts, fire accidents, boat capsizes, landslides and the like. Losses caused by disasters continue to mount year after year. The need for an effective disaster management strategy to lessen disaster impact is being felt in many quarters and also for strengthening of organizational structure for disaster management. Along with, regular updating of Codes/Manual/Disaster Plans on the basis of experience gained and technological developments should be done.

It was felt that the generic categorization of disasters would help in preparing disaster management plan. This generic categorization of disasters is in no way intended to disturb handling of specific disasters by various departments. Precise actions, procedures and responsibilities have to be laid down well in advance in order to ensure timely response in case of any disaster. Therefore, a mechanism that takes into account multiple hazards and basic preparedness has to be articulated in the form of Quick Response Teams, Quick Assessment Teams, Reporting Procedures, Checklist and Handbooks. The mechanism also lays down crucial parameters, requirements and organizational composition of Emergency Operations Centers and Incident Command Systems.

1.2 Objective:

The objective of the plan is to identify all common elements of response. This act as a base plan or a generic / modular plan for all response activities. It provides a frame work around which other agencies and departments can outline their own activities for disaster response. This plan will then be supplemented with specific disaster plan to take into account the peculiar conditions that might arise due to the specific disaster. However, these specific plans will have to be dealt with, in detail, in order to provide an account for all disaster in Koraput.

Preparation and planning well in advance have been reflected through out the plan. The checklist and handbooks that will make this plan operational have also been identified. Planning and preparation have been given a lot of importance, as it is better to be totally prepared rather than go unprepared and add to the chaos at a disaster site.

The District Disaster Management Plan (DDMP) has been envisaged as a preparedness plan whereby the receipt of a signal of an impending disaster would simultaneously energize and activate the mechanism for response and mitigation without loss of crucial time. This would be entailed all the participating managers to know in advance the task assigned to them and the manner of response. Identification of available resources including manpower, material, equipment and adequate delegation of financial and administrative powers are prerequisites to successful operation of the DDMP.

The DDMP is in essence, the Standard Operating Procedure (SOP) in which the implementation of efforts on ground is well laid down. Activities such as evacuation, search and rescue, temporary shelter, food, drinking water, clothing, health and sanitation are given prime importance. Communications accessibility and public information, that are important components of disaster management, would follow on the activation of the DDMP. These activities are common to all types of disasters and require subdivision and preparation of sub action plans by each specified authorities. Each sub group has been requested to work out the DDMP mechanism relevant to their group of disasters.

- The DDMP requires the disaster managers to;
- Evolve an effective signal/warning mechanism
- Identify activities and their levels
- Identify sub activities under each activity/level of activity
- Specify authorities for each level of activity and sub activity
- Determine the response time for each activity
- Workout individual plans of each specified authority to achieve activation as per the response time.
- Have quick response terms for each specified authority
- Have alternative plans and contingency measures
- Provide appropriate administrative and financial delegation to make the response mechanism functional viable
- Undergo preparedness drills.

1.3 Disasters:

Types of Disasters: (Experienced in Koraput District)

Common Natural Disasters	Man Made Disasters
• Cyclone	• Fire Hazards
• Flood	• Communal Riot
• Flash Flood	• Accident – Road/ Railway
• Drought	• Rasta Roko
• Land Slide	• Forest Fire
• Hail Storm/ Whirl Wind	• Boat Capsize
• lightning	

1.4 Who formulates and Carries out the plan:

The Disaster Management Plans have been formulated starting from the village level up to the District level. The plan clearly indicates the role and responsibility of each player of the team. The Collector in the district level, Sub-Collector in the Sub-Divisional level and the BDO in the Block level will head the team. The Sarpanch is the key player in GP level and the Community with guidance of Village Disaster Management committee formulates and carries out this plan in the village level. Civil society organizations also play a vital role during the implementation of this plan in the field.

1.5 District Disaster Management Committee (DDMC):

In response to the Notification No. 46229 Dt. 46299 / R&D.M. Dated 12.11.2010 of Revenue & Disaster Management Department Odisha, Bhubaneswar the Establishment of District Disaster Management Authority in respect of this district has been made and intimated vide this Office Letter No. 1631 dated 02.09.2015.

Sl. No.	Designation	Address	Phone (STD-06852)	
			Office	Residence
01.	Collector & District Magistrate, Koraput Chairperson, Ex-officio.	Collectorate, Koraput	250700	250477
02.	President, Zilla Parishad Co-Chairperson, Ex-Officio	Koraput	250378	
03	Superintendent of Police, Koraput Member, Ex-officio	Koraput	250900	250901
04	Chief District Medical Officer, Koraput Member, Ex-officio	Pujariput Koraput	250242	
05	Executive Engineer in charge, Embankments Member, Ex-officio	Bariniput, Jeypore	06854- 242035	
06	Addl. District Magistrate, in charge of Emergency Chief Executive Officer, Ex-Officio	Collectorate, Koraput	251212	
07	Executive Engineer, Rural Development Department Member	Koraput	251263	
08	Project Director, DRDA Member	Koraput	250376	
09	Deputy Director, Agriculture, Member	Jeypore	06854- 251423	

CHAPTER – II
DISTRICT PROFILE OF KORAPUT

2.1 LOCATIONS, AREA AND ADMINISTRATIVE DIVISION

Koraput is located in the southern part of Odisha, at 82⁰⁵' to 83⁰²³'E (Longitude) & 18⁰¹³' to 19⁰¹⁰'N (Latitude), sharing its borders with Andhra Pradesh in the East and South (Viziyanagaram and Srikakulam district and Visakhapatnam and Viziyanagaram respectively and Malkangiri district of Odisha), Bastar district, Madhya Pradesh in the west, Nabarangpur and Kalahandi district in the North. The district Koraput was formed during 1936 after bifurcated from the erstwhile Madras Presidency with its headquarters at Koraput. The district is well known for its mountains and perennial streams and as it enjoys moderate and pleasant climate compared to other districts of Odisha.

The District is declared as a tribal area. The principal tribes are Poraja, Kondha, Gadaba, Bhumia and Bhatra. There are some minor tribes like the Bonda, Dhuria, etc. in the district.

2.2 Climate:

Koraput District enjoys an average rainfall of 1567 mm, during rain season. Over the years, indiscriminate tree felling has resulted in deforestation and the climatic conditions are worsening, with drought being a major threat to its population. An erratic and declining rainfall has spurred the government to launch a watershed development programme in the district, which is aimed to give a boost to the agriculture sector.

MONTH WISE HIGHEST AND LOWEST TEMPERATURE RECORDED IN THE DISTRICT

Month	Maximum temp. (Degree in Celsius)	Minimum temp. (Degree in Celsius)	Average rainfall (in mm)
January-15	29.2	6.4	1.11
February-15	34.0	10.8	2.83
March-15	37.0	14.0	23.38
April-15	35.6	15.0	85.59
May-15	39.5	18.6	61.27
June-15	34.0	18.2	336.12
July-15	30.2	19.0	122.91
August-15	30.0	18.4	335.03
September-15	31.0	18.2	530.12
October-15	31.6	13.6	27.69
November-15	30.2	12.6	12.34
December-15	30.8	7.6	2.64
January-16	31.4	7.8	0
February-16	34.8	11.8	0

2.3 River and the Drainage System:

The Koraput district is having three major rivers i.e. Kolab, Indravati, Machkund over which Kolab reservoir, Muran dam & Jalaput reservoir existed. The Kolab Reservoir has upspring areas covering Semiliguda, Koraput, Lamtaput & Jeypore blocks with its downstream covering Jeypore, Borigumma, Kotpad, Boipariguda & Kundra blocks. The Indravati reservoir with its dams site project at Muran in Dasamantapur block stores the water and spills into the Indravati river. Similarly the Jalaput Dam project has its upspring area in Nandapur & Lamtaput block having the power project at Onkadeli and the downstream water flows into Saberi river.

2.4 Demographic details:

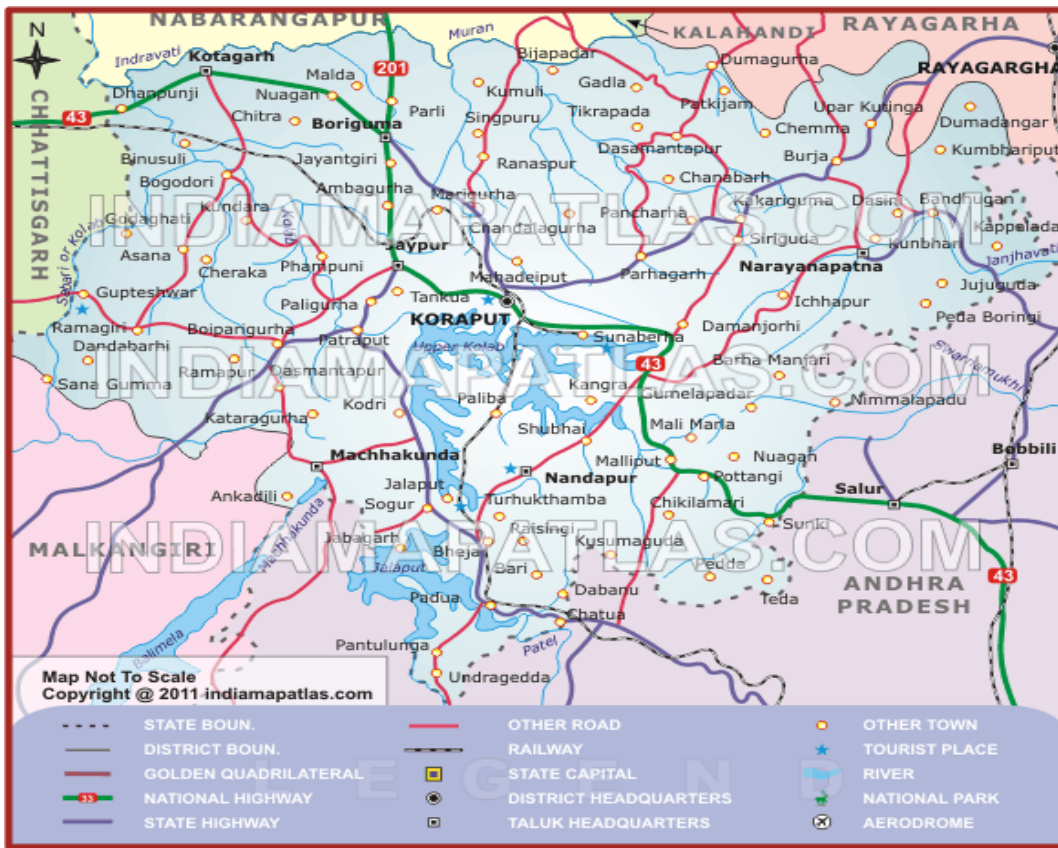
As per 2011 Census, Koraput district has a total population of 13.77 lakh (Male-6.78 & Female-6.99) out of which 11.52 lakh live in rural and 2.25 lakh in urban areas. The density of population per square Km. is 156. Koraput district has a sex ratio (females per 1000 male) 1031 (rural- 1044 & urban-970). The literacy rate is 49.87 (rural- 43.27 & urban- 81.54). The decadal growth rate is 16.63 as against 13.97 for all Odisha. As per 2011 census, the child protection (0 – 6) in the district is 215 per 1000 of which 109 is male & 106 is female.

2.5 Socio-Economic profile:

Nearly 84% of the district population live in rural areas who depend mostly on agriculture & minor forest products. The district is rich in mineral resources having Bauxite, Manganese, China clay, Lime stone etc. deposits, for which heavy industries like NALCO, Gajapati Cement, Ballarpur Industries & some ancillary industries have been set up.

2.6 Administrative divisions:

Koraput district spread over a geographical area of 7897 Sq. Km. and is divided into two Revenue sub-divisions of Koraput and Jeypore. There are 14 Tahasils and 14 blocks, 1 Notified Area Councils (NAC) and 3 Municipalities. There are 226-Gram Panchayats (GPs) and 1958 inhabited villages. There are also 22 general police stations with 2 women police stations and one Energy police station.



The district is divided into 2 Lok Sabha constituencies namely Koraput & Nabarangpur (part of Koraput district) with 5 Assembly constituencies viz. Kotpad, Jeypore, Koraput, Pottangi & Laxmipur.

2.7 Stakeholders of the District DM Plan:

The District administration, UN Agencies, other technical institutions, Panchayati Raj Institutions, Urban Local Bodies, civil societies, NGOs and Red cross volunteers etc. are the stakeholders of the District Disaster Management Plan (DDMP). The role of the stakeholders is portrayed with the objective of making the concerned organizations understand their duties and responsibilities regarding disaster management at all levels, and accomplishing them.

2.8 Roles & Responsibilities:

The District Administration:

- Facilitate and coordinate with district level line Departments, PRIs to ensure pre and post - disaster management activities in the district.
- Assist community training, awareness programmes and the installation of emergency facilities with the support of PRIs, non-governmental organizations, and the private sector.
- Take appropriate actions to smoothen the response and relief activities to minimize the effect of disaster.
- Take post disaster rehabilitation and reconstruction activities.
- Coordination of activities of different stakeholders of disaster management at district level including the NGOs.
- Coordinate relief assistance provided by different organizations for equitable distribution of relief materials among the affected people.
- Recommend Special Relief and State Government for declaration of disaster and areas affected.

Line Departments of the District Administration:

- Provide assistance to the Collector and local authorities in disaster management activities.
- Carry out relief, reconstruction and rehabilitation activities under the supervision of the Collector in the district level.
- Co-ordinate preparation and the implementation of plan with local authorities, communities and stakeholders.

Panchayati Raj Institutions and Urban Local Bodies:

- Provide assistance to District Administration in disaster management activities.
- Facilitate capacity building of People's representative and community members.
- Awareness Generation regarding disaster preparedness.
- Ensure prepositioning of relief Material at strategic locations.

Citizen:

It is a duty of every citizen to assist the District Administration or such other person entrusted with or engaged in disaster management whenever his aid is demanded generally for the purpose of disaster management.

2.9 Multipurpose Cyclone/ Flood Shelters:

There are three Flood Shelters exist i.e. Sadaranga in Kotpad block, Bhitardi in Borigumma block & Balia in Jeypore block. There are also proposal for construction of 6 more shelters in cyclone prone areas of Koraput, Nandapur, Pottangi & Semiliguda blocks.

2.10 Odisha Disaster Rapid Action Force (ODRAF):

Out of the total 10 units of ODRAF formed in Odisha, one of them is located within the campus of OSAP 3rd Bn., Koraput. The said battalion is being equipped and trained to combat multi-faced operations like Water related Search and Rescue, Relief Line Clearance, Collapsed Structure Search and Rescue(CSSR), and Medical First Responder (MFR). ODRAF has not only responded in various operations related to natural and manmade disasters to save the lives & properties but also it is imparting awareness and operational level training to govt. officials, urban and rural volunteers, school students and Task Force members of the Cyclone Shelter Maintenance and Management Committee (CSMMC) for Capacity Building of the stakeholders to mitigate and minimize the disaster risk.

2.11 Capacity Building of Fire Service Units:

All the Fire Stations of the district have been strengthened with the provision of search & rescue equipment as the second line of Multi-hazard Response Force.

CHAPTER – III

VULNERABILITY ASSESSMENT

RISK ASSESSMENT AND VULNERABILITY ANALYSIS

Koraput district is surrounded by Eastern Ghat mountain ranges to the south east covering boarder of AP State, Jagadapur dist. in Chhatishgarh state and Malkangiri to the west, Nabarangpur & Rayagada dist. to the North. Normally the South East monsoon from the A.P. coast after crossing the A.P. State dashes on the Eastern Ghat mountain ranges (Deomali) and creates thunder stones accompanied by heavy rain.

3.1 Recent Major Disasters:

HUD HUD 2014:

First time in the history, this district has faced a super cyclone Hud Hud with wind speed of 80 – 100 kmph on 12th October, 2014 followed by heavy rain measuring 155 mm, which created havoc in Pottangi, Semiliguda, Nandapur, Lamtaput and Boipariguda blocks and then passed to Malkangiri district via Bonda hills. The District Administration has managed pre and post cyclonic measures effectively because of well prepared with systematic manner consequent upon receipt of warning from meteorological department, for which there was zero casualty with minimum loss of properties.



DROUGHT 2015:

This district has also faced severe drought situation recently in which 4 blocks namely Kotpad, Borigumma, Jeypore & Boipariguda treated as Greengola have been affected. Almost 8009.934 Ha. of cropped area of 14664 farmers in 262 villages under 60 G.Ps in these blocks affected due to scanty rain. In order to compensate the loss of crop, the Govt. has provided adequate assistance in shape of Agril. Input Subsidy, fertiliser & seeds for the alternate crop etc., recovery of agril. Loan has been suspended upto March, 2016. Tuition fees and examination fees of the students of these drought affected villages have been waived.

3.2 DISASTER, IMPACT & VULNERABLE AREA

Type of hazards	Time of occurrence	Potential impact	Vulnerable areas
Flood	June -September	Loss of life, livestock, crop and infrastructure	Kotpad, Dasmantpur, Borigumma
Cyclone	June-October	Loss of life, crop, infrastructure and animals	Entire District in mild form
Drought	July-October	Crop Loss, Water scarcity	Entire District except part of Kotpad, Dasmantpur and Borigumma
Heat Stroke	March-June	Loss of Life	Bandhugaon, Narayanpatna, Jeypore, Borigumma, Kotapad
Epidemics	Anytime	Loss to human life	Entire district
Fire Accidents	March-May	Human Loss and house damage	Entire district
Earth Quake	Anytime	Loss of Life, Livestock and Infrastructure	Entire district
Chemical Hazard	Anytime	Loss of Life, Livestock	Peripheries of industries in Pottangi, Semiliguda, Karafuto & Jeypore block
Lightning	June -September	Loss of Life, Livestock and Infrastructure	Entire district

3.3 DISASTER PROBABILITY

Flood:

During rainy seasons, the major rivers in the district carry gallons of water pose potential threat of flood in three blocks. Things get worse as the flood devastates the crops in the affected area and is also a source of epidemics. The list of flood prone GPs/Villages has been mentioned in this plan.

Cyclone:

The impact is felt in mild form as the district is away from coast and full of hills and mountains. However the district is not altogether free from the risk of the grip of cyclone.

Fire Accidents:

Fire accidents present a serious problem to the houses in Koraput district. This is mostly due to the peculiar housing pattern adopted in the villages. These houses have generally mud-built walls with thatched roofs made out of timber, bamboo and straw. They spring up in clusters. Any occurrence of fire destroys houses and properties thereby causing serious damage to the affected people.

Drought:

Sometimes due to want of rain at the proper time either defers commencement of agricultural operations or affects growth of crops. Occurrence of drought is frequent in some part or the other in the district. Drought adds to the suffering of the people in the district.

Heat Stroke:

During summer months, severe heat wave causes dehydration and also serious threat to lives.

Earth Quake:

Though Koraput district has not experienced severe earthquake causing damage to lives or infrastructure, the possibility can never be ruled out as it can happen any time.

3.4 DISASTER EPISODES IN THE DISTRICT

Based on the previous disasters experienced by the district in the past, probability of flood ranks first. Accordingly the occurrence of other disasters such as cyclone, fire accident, drought, epidemic and earthquake rank as orderly mentioned.

3.5 RIVER

Sl. No	Name of the river/creek	Name of the Place	Danger Level
1	Indravati	Basuli	544.84m
2	Johra Nala	Surli	545.2m

Name of the Sub-division	Name of the Block	Name of the River causing flood	No of villages affected
Jeypore	Kotpad	Indravati, Jaonranala	24
	Boriguma	Indravati, Jaonranala	14
	Jeypore	Kolab & its tributaries	9
	Boipariguda	Kolab & its tributaries	7
	Kundra	Kolab & its tributaries	15

In addition to the above the following 11 villages of Kotpad block are identified as Low Lying areas (marooned villages) due to discharging of excess water by Indravati.

Name of the Block	Name of the GP	Name of the marooned villages
Kotpad	Chandili	Binjili, Bikrampur
	Sadaranga	Sadaranga, Guali, Boniya, Sirisi, Borindi, Belgam, Asna
	Dhamanahandi	Khapuriguda, Majhiguda

3.6 VULNERABLE AREAS FOR CHEMICAL/INDUSTRIAL DISASTERS

The Peripheries of industries present in the district are prone to chemical or industrial disasters. The list of GPs and villages, industry wise is listed separately in the off-site plan for industries in particular. Koraput is rich with industries small, medium and large scale. So the vulnerability to above-mentioned disaster is also more. Peripheral villages to the industries are mostly from the Koraput, Semiliguda, Jeypore, Kundra, Boriguma blocks of the district.

CHAPTER – IV

INSTITUTIONAL STRUCTURE **INSTITUTIONAL ARRANGEMENT AT THE DISTRICT LEVEL**

To deal with disaster situation and address the related problems, there is an institutional arrangement in the district. There is a District Disaster Management Committee under the chairpersonship of the Collector and District Magistrate in which various departmental heads are the members. Each of the members is having his specific responsibilities while addressing the disaster situation.

4.1 DISASTER MANAGEMENT COMMITTEE AT THE DISTRICT LEVEL:

The District Disaster Management Committee (DDMC)/District Natural Calamities Committee (DNCC) came into being because of the frequent occurrence of disasters in the district. The primary aim of the committee is to have proper coordination among all the line departments. The Collector is the Chairman of District Disaster Manager of the DDMC and the district level response is coordinated under her guidance. The District Disaster Management Committee exists to assist the Collector in:-

- Reviewing the threats of disaster
- Analyzing the vulnerability of the district to such disasters
- Evaluating the preparedness and,
- Considering suggestions for the improvement of the District Disaster Management Plan.

Responsibilities of the committee

- To educate the public on different flood and cyclone hazards and what protective steps should be taken
- To make arrangements for emergency action
- To effect evacuation from the flood affected Villages when necessary
- Rescue and Rehabilitation
- Post disaster action and review

Timeline for Meeting and Membership:

The DDMC/NCC must meet at least once in six months i.e. in the month of April and September* before the Disaster Season (Cyclone) of Odisha coast under the chairmanship of the District Collector to update the plan. For this one month's prior notice should be given to all concerned departments before convening the meeting. The President of the Zilla Parishad should be invited as a "Special Invitee" in the meeting of the DDMC/NCC. Collector is reviewing the work of DDMC/NCC regularly. An emergency meeting will hold whenever information is received from the India Meteorological Department, Storm Warning Center that a tropical depression is located in the Bay of Bengal and is expected to intensify and move towards Odisha coast. The Committee will meet almost daily till the emergency is over. The DDMC would consist of following functionaries:

The District Disaster Management Committee in the district consists of the following members :

Sl.No	Name	Designation	Address	Phone Number	
				Office	Residence
1	Sri Jayakumar V., IAS	Collector & DM	Collectorate, Koraput	250700	250255 250477
2	Smt. Malati Majhi	Zilla parisad President	Koraput	250378	
3	Sri Ekadasi Jena, OAS(S)	ADM	Koraput	251212	250236
4	Sri Samarth Verma, IAS	PD, DRDA	Koraput	250376	250277
5	Sri Charan Singh Meena, IPS	SP	Koraput	250901	250900
6	Dr. Laxmidhara Kabi	CDMO	Koraput	250242	251234
7	Er. Monoranjan Mali	EE, RWSS	Koraput	250281	250680
8	Er. A.K Mallik	EE, PHD	Koraput	250740	251364
9	Er. K. C Choudhury	EE, R & B	Koraput	250201	250235
10	Sri Hrudananda Samal	DC, Civil Defence	Koraput	250285	
11	Sri Sribalabha Das	CSO	Jeypore	230649	231390
11	Sri H. S Majhi, OAS-1	Tahasildar, Koraput	Koraput	250206	
11	S. K Barik, OAS-1	BDO, Koraput	Koraput	250304	252181
14	Sri Hrudananda Samal	Fire Station officer I/C	Jeypore	230320	
11	Sri Hrudananda Samal	Assistant Fire Officer	Koraput	250301	
14	Sri Mohamad Azfar, OAS(S)	Sub-collector	Koraput	251238	251248
11	Smt. Madhusmita Sahoo, IAS	Sub-collector	Jeypore	230300	230323
14	Sri Sanjeet Patnaik	President, SOVA	Koraput	250194	250718
14	Sri Askhya Mohanty	President, Sarvodaya Samiti	Koraput	251417	250637
24	Maliaus Bilung	Youth Coordinator, NYK	Koraput	250713	
2	Dr. Santunu Takri	CDVO	Koraput	251227	250634
24	P. Arthanari, IFS	DFO, Koraput	Koraput	251270	250631
24	Sri R.R.Nayak	DFO, Jeypore	Jeypore	232147	233034
24	Sri P.K.Pradhan	RTO, Koraput	Koraput	250289	
24	Sri Mitradaya Das	DAO, Koraput	Koraput	251268	251217
24	Sri Mitradaya Das(I/c)	DAO, Jeypore	Jeypore	230616	232228
24	Sri Kalidas Biswas	D.D.A., Jeypore	Koraput	251423	9437579575
24	Sri Hrudananda singh Majhi, OAS(1)	Dy. Collector, Emergency I/C	Koraput	251381	

4.2.1 Roles and Responsibilities of the Collector and District Magistrate

<u>PHASE</u>	<u>ACTIVITIES</u>	<u>OTHER OFFICIALS TO BE INVOLVED</u>	<u>RESOURCES/EQUIPMENTS TO BE PROCURED FROM</u>
Pre-Disaster	<p>Preparedness Before the Disaster:</p> <ul style="list-style-type: none"> ▪ Reviewing and analyzing the calamity situation in the district over the next one-year through a meeting at the District level involving all the departments of the district as well as block and GP levels and the locally active NGOs/CBOs ▪ Identifying disaster prone zones and strategies to stay prepared for the worst. ▪ Ensure IEC through Emergency section/BDO's /Tahasildars/NGO's /AW centers /Street plays/ Workshops / Wallings. ▪ Reviewing the DCR and making it functional as per SOP fixed by him (SOP to be prepared earlier) ▪ Making the DCR well equipped and depute senior officers from time to time to review the receipt of information and dissemination. ▪ Calling a meeting for NGO/CBO co-ordination. And discuss issues such as Capacity assessment of different NGOs/CBOs and ask them to adopt certain vulnerable areas to avoid overlapping and duplicity. ▪ Preparing a checklist (containing the dos and don'ts) and pass that on to the NGOs/CBOs ▪ Ensuring/installing communication system to the inaccessible villages. ▪ Checking stock of the Public distribution system and arrangement of the temporary godowns. ▪ Checking the Resources with other department such as Police, Fire, Civil Defense and of NSS/NCC/NYKS. ▪ Preparing a list Power Boats already deployed and/or to be deployed on hire during crisis. ▪ Keeping stock of road cleaning equipments and vehicles for relief operation. ▪ Assigning specific duties to different officers/Sr. Officers at Headquarters. ▪ Staying in constant touch with other line departments. ▪ Ensuring proper functioning of warning systems & communication systems. ▪ Ensuring Mock drill of the rescue and relief teams. ▪ Preparing a map showing the location of temporary shelter camps and cyclone shelters with accessibility. 	<p>All District level officials.</p> <p>All Sub collectors</p> <p>Emergency Officer</p> <p>All Tahasildars.</p> <p>All BDOs</p> <p>DIPRO (District Information and Public Relation Officer.)</p> <p>Dist. Fisheries Officer.</p> <p>Leading NGO/CBOs</p> <p>NSS/NCC/NY KS Police,</p> <p>Fire, Civil Defense.</p>	<p>Special Relief Commissioner, OSDMA</p> <p>POLICE/FIRE</p> <p>R&B/NH</p> <p>Fisheries</p> <p>RTO</p> <p>Civil Defense.</p> <p>Commandant/c oordinator of NCC/NSS/NY K</p> <p>Rajya Sainik Board.</p>

<p>During Disaster</p>	<ul style="list-style-type: none"> ▪ Identifying flood/cyclone Shelter/Temporary shelter in high elevated places and arrangement of tents etc ▪ Identifying and mapping of Disaster (of all kinds) Prone areas ▪ Ensuring formation of village level Disaster Management Committee through Block Development officers. <p>Dissemination of Warning:</p> <ul style="list-style-type: none"> ▪ Receiving Warning from reliable sources and crosschecking them for authenticity. ▪ Disseminating warning to District level officials /Revenue field functionaries /PRIs & coordination with the Revenue control room ▪ Keeping the Control Room active round the clock. ▪ Distributing duties to the District level officials, Sub-collectors, Tahasildars and BDOs. ▪ Arranging vehicles and public address systems for information dissemination. ▪ Establishing coordination with the NGOs/CBOs and the village communities and assigning them duties. ▪ Issuing warning to fisherman through Tahasildars/Dist. Fisheries officer/Asst. Director fisheries, well in advance ▪ Asking the people in the vulnerable areas to move to the shelters and to move their domesticated animals to safer places and to cooperate with the volunteers and other officials engaged in similar activities <p><u>Search, Rescue and Evacuation:</u></p> <ul style="list-style-type: none"> ▪ To co-ordinate with Civil defense, NGOs/CBOs. Rajya Sainik Board/Police for support. ▪ Arrangement & Deployment of boats/vehicles etc. for evacuation ▪ Evacuating people from marooned areas and administer emergent relief. ▪ Organizing trained task force members and deputing to be marooned & Cut-off areas for evacuation. ▪ Deployment of police for maintaining discipline and peace keeping during evacuation ▪ Mobilizing people to move to flood/cyclone shelters. ▪ Deployment of Power Boat/Country Boat (Govt./Private) for evacuation wherever necessary. ▪ Deployment of Police/Fire Brigade for search and rescue. ▪ Co-ordination with the NCC/NSS/Civil Defense/Rajya Sainik Board etc. for rescue operation ▪ Ensuring proper utilization of the rescue materials. ▪ Providing Rescue kits at the affected areas 	<p>All District level officials. All Sub collectors. All Tahasildars. All BDOs DIPRO. Dist. Fisheries Officer. Leading NGOs. Police.</p> <p><i>Police Fire Brigade. Leading NGO. Tahasildars. BDOs. Programme Co-coordinators of NSS/NCC/Defense units.</i></p>	<p>VHF from the Police/OSDMA . HAM RADIO from OSDMA Mike-set /Batteries/Generators available in the district office/ from the Private parties on requisition</p> <p>1.Power Boats /Country Boats/vehicle/rope/rescue kits and trained resource personnel from SRC/OSDMA/NAVAL UNIT/Civil Defense/ Hired from the private parties according to the requirement</p>
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	<p>Distribution of Relief Materials:</p> <ul style="list-style-type: none"> ▪ Keeping a record of the affected area and people so as to account for the relief materials needed. ▪ Procurement and transportation of relief materials to affected areas ▪ Arrangement of free kitchen in the shelter camps & affected areas and assigning the responsibilities to officials for proper distribution ▪ Coordinating with the NGOs/CBOs ▪ Encouraging other voluntary organizations from outside for rescue and relief operation. ▪ Distribution of basic medicines and disinfectants to prevent epidemic ▪ Ensuring Health care activities by the CDMO in the shelter camps & through mobile Units/Temporary Health in regular intervals ▪ Ensuring Cattle health activities by the CDVO through Mobile units/Temporary Health camps in the affected areas ▪ Ensuring that there is enough storage of food and pure water in the shelters. ▪ Monitoring all the activities in the affected areas. 	<p>Sub-collectors. EO, CDMO, CDVO, DDO, Tahasildars BDOs Medical Officers Paramilitary Forces Police. PHD/RWSS. RTO/MVI Leading NGO</p>	<p>FCI, Private stockiest, SRC, Director Health services, Director Animal Husbandry, PSUs/UNICE F/ UNDP/Other NGOs/INGOs</p>
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<p>Post-Disaster</p>	<p><u>Short-term Measures:</u></p> <ul style="list-style-type: none"> ▪ Formation of special task force with required equipments. ▪ Assigning responsibilities for specific areas. ▪ Emergency cleaning of debris to enable reconnaissance. ▪ Clearing fallen trees and branches from the roads to facilitate local relief work. ▪ Forming a work team carrying emergency tool kits. ▪ Deployment of towing vehicles, earth moving equipments, cranes, ▪ Construction of temporary roads. ▪ Keeping National & other Highways clear from disaster effects ▪ Assessment of damage. ▪ Temporary supply of food, drinking water and medicines to the shelters and affected areas ▪ Arrangement for safe shelter for animals. ▪ Providing the lighting facilities for shelter places. ▪ Deployment of home guards and constables to maintain law and order ▪ Providing temporary arrangements for income generation for the affected people ▪ Drought resistance short duration paddy seeds to be made available to farmers. ▪ Encouraging NGOs/INGOs from outside to carry out restoration and reconstruction works ▪ Ensuring crop insurance ▪ Supervising all the activities <p>Long Term Measures</p> <ul style="list-style-type: none"> ▪ Immediate restoration of Road communication, Irrigation system, Educational institutions, Govt. Institutions, Electrical installation, Drinking water supply, Construction of IAY houses for the BPL families and massive costal area plantation to maintain ecological balance. ▪ Meeting with district level officials /Officials at Head quarter and chalk out emergency plan with vulnerable areas and resource list ▪ Co-ordination meeting of NGOs /PRIs. &Assignment of duties. 	<p>All the district level officials /officers at district Headquarters/T ahasildars/BDO s./SOUTHCO/P OLICE/PARA MILITARY FORCES.</p> <p>SRC/Public Works Department/Wa ter Resources /Education and youth services/PR Department/For est Department/So cial Forestry</p>	<p>Cranes, Road cleaning equipments, Water tankers, funds, vehicles, Gen sets, Earth moving equipments, seeds, fertilizers, pump sets,</p> <p>IRE/ Jayshree chemicals/ Gopalpur Port/Military cantonment / PHD, RWSS, Deputy Director Agriculture.</p> <p>Funds from all possible Sources</p>
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	<ul style="list-style-type: none"> ▪ Pre-positioning of staff in the likely cut off areas ▪ Arrange food and other basic requirement for emergency response. ▪ Collect information from different areas and to act accordingly. ▪ Co-ordination meeting with officials at Headquarters by 12 hours intervals and 24 hours intervals with the field officials. ▪ Regular collection of situation report of the risk and vulnerable areas from the officers assign for the purpose. ▪ Provision for administering emergent relief and the other basic needs ▪ Contact with SRC for supply of Temporary shelter materials. ▪ Keeping in touch with CSO for supply of food articles procuring from FCI/Whole sellers. ▪ Deputation of Volunteers to different probable affected areas. ▪ Helping the evacuees for returning to their houses. ▪ Immediate arrangement of free kitchen in the cut-off and inaccessible areas ▪ Relief distribution. ▪ Monitoring of Relief distribution. ▪ Provision of drinking water ▪ Provision of Medical facilities. ▪ Repair/Restoration of Roads. ▪ Transportation of Relief and Human Resources 	<p>All District level officials/NGOs/CBOs/Sub-Collectors/ Officials of the District office/SRC</p>	<p>Materials for temporary shelter procured from DFO/SRC/OS DMA/UNDP/NGO/PSUs etc. Vehicles – RTO/Private agencies. Medical requirements from CDMO Cattle feed from CDVO Volunteers</p>
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4.2.2 Roles and responsibilities of the Additional District Magistrate (A.D.M)

PHASE	ACTIVITIES	OTHER OFFICIALS TO BE INVOLVED	RESOURCES/ EQUIPMENTS REQUIRED	REMARKS
Pre - Disaster	<p>Preparedness:</p> <ul style="list-style-type: none"> ▪ Playing a second fiddle to the Collector in all aspects <p>Warning Dissemination:</p> <ul style="list-style-type: none"> • Ensuring proper dissemination of warning both downward and upward level improper interval of timing. ▪ Ensuring proper functioning of Control room • Deployment of Office in charges of Collectorate in control room round the clock basis. 	<p>EO, ULBs POLICE, BDOs, Tahasildars,</p> <p>Other officials of the dist office.</p>	<p>VHF, Telephone, HAM Internet Connection</p>	<p>Comprehensive planning and proper situational and hazard analysis</p>

During Disaster	<p>Rescue and Evacuation:</p> <ul style="list-style-type: none"> ▪ Arrangement of Vehicles ▪ Keeping the Police and Fire Personnel ready ▪ Keeping staffs at the DCR ready ▪ Deployment of additional staff if necessary <p>Distribution of Relief:</p> <ul style="list-style-type: none"> • Proper allocation of relief materials to the affected areas • Allocation of officials for proper distribution of relief materials • Supervision of relief distribution 	RTO/MVI POLICE, BDOs, Tahasildars, Telecommunication, Other officials of the dist office. Paramilitary forces, NCC/NSS NGOs/CBOs	Vehicles, Police personnel, Other staffs VHF, Telephone, HAM Internet Connection	Things to be done on war footing and with careful monitoring
Post-Disaster	<p>Restoration:</p> <ul style="list-style-type: none"> ▪ Keeping liaison with all line departments ▪ Restoration of roads, transport and communication systems ▪ Collection of progress report on restoration and reporting to the Govt/SRC/RDC ▪ Periodical visits to the affected areas to supervise the restoration works <p>Distribution of Relief Materials:</p> <ul style="list-style-type: none"> ▪ Procuring the list of the affected people and property from the BDOs/Tahasildars ▪ Preparing a comprehensive damage report ▪ Allotment of relief materials/financial assistance ▪ Monitoring to make sure that everything is at its place <p>Coordination:</p> <ul style="list-style-type: none"> ▪ Coordination with line departments and civil society organizations ▪ Supervision of restoration activities under taken by different voluntary agencies. 	All BDOs/Tahasildars, Officials of Revenue Department NGOs/CBOs & Line department	Reports on repairs/ restoration	Careful listing of beneficiaries and proper distribution

4.2.3 Roles and Responsibilities of the CDMO

PHASE	ACTIVITIES	OTHER OFFICIALS TO BE INVOLVED	RESOURCES/ EQUIPMENTS TO BE PROCURED FROM	REMARKS
Pre-Disaster	<p>Preparedness and Warning Dissemination:</p> <ul style="list-style-type: none"> ▪ Stock pilling of Life saving drugs/ORS packets/Halogen tablets on receipt of warning from the Collector/DCR ▪ Transmission of messages to all PHCs to stock medicines and keep the medical staff ready ▪ Disease surveillance and transmission of reports to the higher authorities on a daily basis. ▪ Vaccination. ▪ To obtain and transmit information on natural calamities from the DCR ▪ Advance inoculation programme in the flood/Cyclone prone areas. ▪ Ensuring distribution of areas of operation among the mobile team. ▪ Pre-distribution of basic medicines to the people who are likely to be affected ▪ Shifting the patients who are in critical situation to the District Hospital ▪ Awareness messages to stop the outbreak of epidemics ▪ Conducting mock drills 	<p>CDVO SDMO SDVO Medical Officers of PHCs/CHCs. ICDS NGOs/CBOs Private Practitioners in the locality/First Aid Trainers</p>	<p>Medicines, Required medical equipments, First Aid kits Ambulances, Public Address systems, Mobile vans, Tents</p>	
During Disaster	<p>Rescue and Evacuation</p> <ul style="list-style-type: none"> ▪ Constitute mobile teams and visit the worst affected areas. ▪ Dis-infection of Drinking water sources. ▪ Opening of site operation camps ▪ Regular Health Check up at Shelter camp/Cyclone shelter & affected areas ▪ Assigning responsibilities to the ADMOs/ SDMOs for close monitoring of Health camps. 	<p>-do- Rescue team, Volunteers at the Shelters, Police, Fire officers, Trained volunteers</p>	<p>-do-</p>	

Post-Disaster	Restoration and Rehabilitation <ul style="list-style-type: none"> ▪ Organization of Health Camps, ▪ Deploying mobile fully equipped and manned Medical vans ▪ Close monitoring of Health camps. ▪ Ensuring adequate quantities of medicine/disinfectants ▪ Making sure that there is no out break of water borne diseases/Malnutrition ▪ Co-ordination with the District Rehabilitation Committees, other line departments, NGOs /ICDS projects, village committee, PHD, RWSS, etc. 	-do-	-do-	
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LIST OF MEDICAL INSTITUTIONS WITH LOCATION:

SI No	PHC/ PHC New	Name of the G.P (Location)	Block
1	New	Hardali	Boriguma
2	New	Talakutinga	Laxmipur
3	New	Sankidibalaput	Nandapur
4	PHC	Dasmantpur	Dasmantpur
5	New	Digapur	Kundra
6	CHC	Boriguma	Boriguma
7	UGPHC	Laxmipur	Laxmipur
8	CHC	Nandapur	Nandapur
9	PHC	Kundra	Kundra
10	New	Banamaliput	Nandapur
11	PHC	Lmtaput	Lamtaput
12	New	Nilabadi	Bandhugaon
13	PHC	Bandhugaon	Bandhugaon
14	New	Talajaniguda	Koraput
15	PHC	Mathalput	Koraput
16	New	Putra	Jeypore
17	PHC	Rabanaguda	Jeypore
18	RFWC	Dasmantpur	Dasmantpur
19	New	Baligaon	Boipariguda
20	CHC	Boipariguda	Boipariguda
21	New	Suku	Koraput
22	New	Matamput	Lamtaput
23	CHC	Pottangi	Pottangi

4.2.4 Roles and Responsibilities of the SP

PHASE	ACTIVITIES	OTHER OFFICIALS TO BE INVOLVED	RESOURCES/ EQUIPMENTS TO BE PROCURED FROM	REMARKS
Pre-Disaster	<p>Preparedness and Dissemination of Warning</p> <ul style="list-style-type: none"> ▪ Reception of Warning from the DCR ▪ Communication establishment with District and Block/Tahasil Control rooms and departmental offices within the division. ▪ Alerting the APR force for deployment at the time of calamity ▪ To issue directive to police field functionaries to co-operate with Revenue Personnel in management of Relief operation. 	Home Guard/Para military force/ APR forces EO, SIs	VHF, Other improved telecommunication systems SP signal.	
During Disaster	<p>Rescue and Evacuation:</p> <ul style="list-style-type: none"> ▪ Clearance of roads and other means of transportation ▪ Traffic management and patrolling of all highways and other access roads to disaster sites ▪ Making sure that discipline is maintained ▪ Assistance to district authorities for taking necessary action against hoarders, black marketers and those found manipulating relief material ▪ Co-ordination with fire personnel. ▪ Provision of security in transit camps/feeding centers/relief camps/cattle camps/cooperative food stores and distribution centers ▪ Safe guarding of belongings of evacuees 	-do- NCC, NSS Trained Volunteers Local Youth NGOs/CB Os	-do- Rescue kits, Vehicles Equipments for clearance of roads and water logging Boats and other related stuffs	No Scope for Complacency

	<p>Distribution of Relief:</p> <ul style="list-style-type: none"> ▪ Maintaining laws and order at the Shelters and the relief camps ▪ Coordination with military service personnel in the area ▪ Deploying officers/ police personnel to record death cases ▪ Assisting the community in organizing emergency transport ▪ Assisting the District officials/NGOs in distribution of relief materials. ▪ Providing escorts in transit of relief materials to the relief camps/affected areas. 			
Post-Disaster	<p>Short term Measures:</p> <ul style="list-style-type: none"> ▪ FIR of the disasters, the damages and the death cases. ▪ Assisting in collection of damage statistics of private properties and distribution of assistance such as HB grant/ sand-cast subsidies. ▪ Maintaining law and order <p>Long Term Measures:</p> <ul style="list-style-type: none"> ▪ Close Coordination with district administration and local/external NGOs in reconstruction and rehabilitation process ▪ Assisting the District authority whenever the need arises ▪ Periodical visits to the affected areas to ensure law and order 		Vehicle communication systems.	

LIST OF POLICE STATIONS & THEIR LOCATION:

Police Station	Name of the G.P (Location)	Telephone No.
Koraput Town PS	Koraput	06852-250245
Koraput Sadar PS	Koraput	06852-251241
Dasmantpur PS	Dasmantpur	06852-259539
Narayanpatna PS	Narayanpatna	06855-264464
Laxmipur PS	Laxmipur	06855-268526
Kakriguma PS	Kakriguma	06855-266644
Sunabeda PS	Sunabeda	06853-222222
Semiliguda	Semiliguda	06853-225347
Pottangi PS	Pottangi	06853-252533
Damanjodi PS	Damanjodi	06853-254388
Nandapur PS	Nandapur	06868-273533
Padwa PS	Padwa	06868-275445
Machhkund PS	Machhkund	06868-271020
Boipariguda PS	Boipariguda	06854-249430

Kundra PS	Kundra	06854-248820
Jeypore Sadar PS	Jeypore	06854-230944
Jeypore Town PS	Jeypore	09854-232344
Boriguma PS	Boriguma	06860-280046
B.Singpur PS	Boriguma	06860-285096
Kotpad PS	Kotpad	06860-283031
Women PS	Jeypore	
Energy PS	Koraput	

4.2.5 Roles and Responsibilities of the District Emergency Officer

PHASE	ACTIVITIES	OTHER OFFICIALS TO BE INVOLVED	RESOURCES	REMARKS
Pre-Disaster	<ul style="list-style-type: none"> ▪ Making sure that everything stays at place in the control room. ▪ Seeing to it that the DDMP and the contingency plan for flood/cyclone reach all the line departments. ▪ Receiving the Warning from SRC/OSDMA and crosschecking them with IMD and in websites for authenticity ▪ Disseminating the warning to the block/Tahasil offices and asking them to disseminate further to reach each and every household. ▪ Deploying the staff of the control room for round the clock alertness. ▪ Making sure that all the shelters receive enough water and food stocks in advance ▪ Establishing contact with all the line depts. Over phone, email, wireless, sat phone and VHF ▪ Procuring all the required resources from all the possible sources. ▪ Regularly updating the information received from the blocks 	BDOs, Tahasildars, NGOs/CBOs, DCR Staff,	VHF from the Police/OSD MA. HAM RADIO from OSDMA Mike-set /Batteries/Generators available in the district office/ from the Private parties on requisition	
During-Disaster	<ul style="list-style-type: none"> ▪ Coordinating with all the line departments for rescue and evacuation. ▪ Checking the stocks with the DCR and asking for more if needed. ▪ Distributing the relief materials to all the places. ▪ Checking every bit of receipt and dispatch of relief items ▪ Establishing round the clock contact 	Collector, ADM, SP, CDMO, CDVO, BDOs, Tahasildars, NGOs/CBOs, DCR Staff, NGOs, Community level	Relief Items, Food Stocks, Rescue and evacuation equipments, Vehicles,	

	with all the depts., BDOs and Tahasildars and with the shelters.	Volunteers		
Post-Disaster	<ul style="list-style-type: none"> ▪ Receiving the list of beneficiaries from different blocks and GPs ▪ Crosschecking the list of beneficiaries to avoid fabrication 	BDOs, Tahasildars, Beneficiaries		

4.2.6 Roles and Responsibilities of the BDOs and Tahasildars

PHASE	ACTIVITIES	OTHER OFFICIALS TO BE INVOLVED	RESOURCES/EQUIPMENTS TO BE PROCURED FROM	REMARKS
Pre Disaster	<p>Preparedness:</p> <ul style="list-style-type: none"> ▪ Providing authentic information required by the DCR ▪ Preparing a record of previous disasters in the locality and analyzing the effects ▪ Preparing hazard maps of the Block./Tahasil & the GPs in minute details ▪ Mapping the cut off areas with alternate route map. ▪ Identification of shelter places in the maps ▪ Keeping a List of storage Points & facilities available, dealers of foodstuffs. ▪ Keeping a list of vulnerable people and area and weak points on embankments (if applicable) ▪ Creating a Control Room at the respective level and assignment of duties to the staff. ▪ Pre-positioning of staff for site operation centers. ▪ Uninterrupted communication with the DCR ▪ Arrangement of alternative communication/generator sets, etc ▪ Formation of GP/village level disaster committees and task forces ▪ Arrangement of boats on hire available locally. 	All the Block & Tahasil functionaries. Police/Fire personnel/RT O/ Village/GP level task force/trained volunteers Local NGOs/CBOs	Vehicles, Police personnel, Other staffs VHF, Telephone, HAM Rescue kits Mobile Vans, Boats(country& power)	If possible prepare Contingency plan for all the Vulnerable GPs and Villages

	<ul style="list-style-type: none"> ▪ Deployment of Boat in the most vulnerable areas. ▪ Organizing awareness camps at GP/village levels <p>Dissemination of Warning:</p> <ul style="list-style-type: none"> ▪ Crosschecking with the DCR for the authenticity of the warnings ▪ Arrangement or requisition of Jeeps/Trekkers/ Auto Rickshaw to disseminate received warning information's to the population of vulnerable / weak places ▪ Dissemination of warning/ coordination with District control room. ▪ Warning the people about probable affected areas ▪ Mobilizing the people to leave for identified shelters with their domestic animals and personnel belongings. 			
During Disasters	<p>Rescue and Evacuation:</p> <ul style="list-style-type: none"> ▪ Deployment of Police/Fire Brigade for search and rescue. ▪ Co-ordination with civil defense/NCC/NSS/Rajya Sainik Board for rescue operation. ▪ Ensuring availability of rescue materials. ▪ Guiding the evacuees in the identified shelter places and arranging all common needs for them. ▪ Provision of rescue kits. ▪ Clearance of roads and water logging for restoring communication to affected GPs/Villages. ▪ Assisting the District Team in every possible ways ▪ Coordinating with the NGOs/CBOs for rescue work ▪ Mobilizing the local youth to help the rescue team 	-do-	-do- Food stocks and other indispensable items	Things have to be done on war footing and effectively

	<p>Distribution of Relief:</p> <ul style="list-style-type: none"> ▪ Keeping the record of everything at the shelters ▪ Arrangement of free kitchen in the shelter camps./worst affected areas. ▪ Deploying staff for proper distribution of relief materials ▪ Arrangement of communication system in the worst cut off areas. ▪ Ensuring supply of safe drinking water & health facilities in the effected areas/shelter camps. ▪ Coordination with NGOs/Other voluntary organizations 			
Post-Disaster	<p>Restoration and Reconstruction:</p> <ul style="list-style-type: none"> ▪ Collection of damage statistics of PR department properties /ICDS/school buildings etc. ▪ Ensuring just distribution of HB grants and other financial assistance ▪ Provision of temporary income generation activities for the worst affected people ▪ Supervision of Relief operation and restoration work in the affected areas. ▪ Restoring the transportation and educational institutions on high priority ▪ Helping the local economic activities to come back to normalcy ▪ Provision of grants/loans for the local traders and shop-keepers ▪ Keeping liaison with District administration and other line departments ▪ Ensuring coordination with the RI and G.P/Village committee. ▪ .Co-ordination with NGOs/Civil society organization etc. 	-do-	-do-	Careful assessment to be done for facilitating the reconstruction and restoration works

4.2.7 Responsibilities of other Line Departments:

DESIGNATION OF THE OFFICER	DUTIES TO BE PERFORMED IN NORMAL TIME.	DUTIES TO BE PERFORMED AFTER RECEIVING 1 ST WARNING	DUTIES TO BE PERFORMED AFTER THE DISASTER.
Asst. Engineer, Electrical	<p>He should see that the field staff checks the electrical line and replace old materials used in the power supply.</p> <p>He should see that all had wiring in service connections are rectified.</p> <p>He should enumerate the diesel sale available and his jurisdiction and keep it available.</p> <p>He should see that the report regarding cyclone warning should be reported to other subordinate offices.</p> <p>He should see that trees, branches etc. fall on electrical lines are out and removed.</p> <p>The field staff should see that electrical supply in the places where cyclone may be serve is cut off.</p> <p>The field staff should be in touch with local Tahasildars and inform the situation at frequent intervals.</p> <p>To provide Diesel generators to hospital water works. Control Room Collector's office in case of failure of powers.</p>	<p>On receipt of the 1st warning it should be communicated to all the subordinate staff.</p> <p>He should see that all the vehicles under his control be kept in perfect order.</p> <p>Alert the entire staff to return their Hqrs. And get in touch with immediate requirement.</p> <p>They should give wide publicity that houses consumers should arrange lanterns and battery light for use in case of power is out off.</p>	<p>Restoration of power lines on priority to: -</p> <ol style="list-style-type: none"> 1.Hospital, Water supply 2.Control Room 3.Railway station and 4.to other office on priority as per list appended. <p>Live wires on ground should be removed promptly.</p> <p>Damaged or felled electrical poles should be immediately replaced and obstructions on roads should be got removed.</p>
Executive Engineer Irrigation.	<p>The branches to canal drain bandha to be closed.</p> <p>The Embankments should be Strengthened.</p> <p>It should be checked whether the passage bridge and channels are in good condition.</p> <p>The obstruction in the canals if any should be got removed immediately to be enabling free flow of water. The bocks and shutters of the canals are to be checked and satisfied that they are in good condition.</p>	<p>1st warning should be communicated to all the subordinate staff lock suptd. And employees.</p> <p>They should be alerted to check whether the canals and drains are in proper condition to allow free flow of water.</p> <p>The stations tour should take their duty</p>	<p>Damages due to Hazards to Govt. properties lives of man and cattle etc. should be assessed and reported to Tahasildars, Sub-Collector concerned immediately.</p>

	<p>The instruments and materials etc. required attending to immediate repairs breach of closures etc. should be stacked at places where they may be required locating such places early.</p> <p>Navigation in the canal should be stopped.</p> <p>Water supply in to canals should be out off by closing the sluices.</p> <p>The canals and drains should be free from constructing and they should be made available for free discharge of drain water.</p>	<p>places and be readily available.</p> <p>Keep sufficient no. Of vehicles for one by the staff on cyclone duty. Lunches to be requisitioned.</p>	
Fire officers	<p>The Fire Engineers should alert and other vehicles should be kept in good working condition.</p> <p>Materials required for use in emergency should be indented for and kept in reserve</p> <p>Message received from public on disaster for help should be immediately attended.</p> <p>Keep in touch with each of the other fire stations in the district.</p>	<p>The 1st warning should be immediately communicated to fire stations.</p> <p>The staff should be called on for duty. Full complement of the staff should be available for the vehicles should be obtained and kept in reserve.</p>	<p>Removal of collapsed houses, walls etc. should be attended</p> <p>Persons involved in house collapsed should be promptly reserved.</p> <p>Report on the relief activities, under taken should be promptly reported.</p>
Executive engineer roads and buildings	<p>Govt. buildings should be inspected and necessary repairs to be got executed to with standing hazards affected.</p> <p>Script for slides, pamphlets, and cultural programmers should be got prepared immediately.</p> <p>Arrangements should be made to obtain poster and films by addressing the Director through the Collectors.</p> <p>Public addresses equipment should be obtain kept ready.</p> <p>The community Radio sets available in the coastal villages should be ascertained</p>	<p>The 1st warning should be communicated immediately to all subordinate officers.</p> <p>Wide propaganda should be arranged.</p> <p>The Sub-Divisional public relation officer should be available at their Hqrs.& got ready for cyclone duty with short notice.</p> <p>Ensures that all community Radio sets are in working condition.</p>	<p>Photographs of damages should be taken. The field staff should conveying formation regarding the quantum of disaster loss of property lives men and cattle.</p> <p>They should be posted with up-to-date information and the information should be passed to the Collector immediately.</p>

	<p>The names of Hamlets where they are not available to be reported.</p> <p>The public should be fully educated regarding the precautionary measures & after cyclone through available media.</p> <p>Specific duties should be assigned to the field staff.</p> <p>The field staff should proceed to the place of work allotted and be ready to attend to cyclone duty.</p>		
<p>Regional Transport Officer</p> <p>Motor Vehicle Inspector</p> <p>Civil Supplies Officers</p> <p>Divisional Manager Tel.</p>	<p>List of vehicles running condition to be requisitioned kept ready.</p> <p>The MVI/Asst. MVI will report before A.D.M. (Relief)</p> <p>The Asst. Engineer & Jr. Engineers will remain alert.</p> <p>Based on the experience on the previous cyclone sufficient no. of trucks should be procured and kept in District head quarters.</p> <p>To contact all Block Control Room and Collector's Office.</p>	<p>Availability of petrol, oils should be ensured.</p> <p>The R.T.Os and M.V.Is should be asked to serve requisition orders on owners of vehicles for cyclone duty.</p> <p>Soon after receipt of 1st warning all the public call officers to be informed to instruct the village Munsifi / Sarpanch / Postmaster for dissemination of warning in the villages.</p> <p>All telephone sets to be informed of cyclone warning soon after the receiver is lifted from the Book as in the case of New years greetings and to request to telephone users to convey cyclone warnings to other public.</p> <p>Provision of vehicles. B.D.O. for relief.</p>	<p>Electricity Deptt. for restoration.</p> <p>Roads and buildings for clearance.</p> <p>Restoration of Telephone lines to control room to Collector, Hospital, fire station S.P. and other offices as per the list appended.</p>

LIST OF FIRE STATIONS WITH THEIR EQUIPMENTS AVAILABLE:

Sl. No.	Name of the fire station	Telephone Number	Disposition of Vehicle & Pumps	Disposition of Man Power.	
				Sanction strength	Present strength
1.	Jeypore	101, 06854-230320	Motor fire engine-1, Towing tender-1, Towing pump-3 Advance Water Tender-1, Quick Response Unit-1	SO-1, LFM-2, Driver havildar-2, FMD-1, Fireman-10	SO-1, LFM-2, Driver havildar-1, FMD-1 Fireman-10
2	Koraput	101, 06852-250301	Motor fire engine-2, Towing tender-1, Towing pump-3, Ambulance-1, Quick Response Unit-1	Asst Fire Officer - 1 LFM-2, Driver havildar-2, Fireman-16	Asst Fire Officer - 1 LFM-2, Driver havildar-2, Fireman-10 (vacancy – 6)
3	Borigumma	06860-280210	Motor fire engine-1, Towing tender-1, Towing pump-3	SO-1, LFM-2, Driver havildar-1, Fireman-10, FMD-1	ASO-1, LFM-2, Driver havildar-1, Fireman-10, FMD-1
4	Kotpad	06860-283095	Motor fire engine-1, Towing tender-1, Towing pump-2	Station Officer - 1 LFM-2, Driver havildar-1, FMD-1 Fireman-10	Station Officer - 1 LFM-2, Driver Havildar-1, FMD-1 Fireman-7 (vacancy –3)
5	Laxmipur	06855-268570	Motor fire engine-1, Towing tender-1, Towing pump-1	Station Officer - 1 LFM-2, Driver havildar-1, FMD-1 Fireman-10	Station Officer - 1 LFM-2, Driver havildar-, FMD-1 Fireman-10
6	Narayanpatna	9437746237	Motor fire engine-1, Towing tender-1, Towing pump-1	Station Officer - 1 LFM-2, Driver havildar-1, FMD-1 Fireman-10	ASO-1, LFM-2, Driver havildar-, Fireman-6, FMD-1 (vacancy-Driver Habildar-1, Fireman-4)
7	Semiliguda	9437954557	Motor fire engine-1, Towing tender-1, Towing pump-2	Station Officer - 1 LFM-2, Driver havildar-1, FMD-1 Fireman-10	ASO-1, LFM-2, Driver havildar-1, Fireman-7, FMD-1 (vacancy-Fireman-3)

4.3 DISTRICT CONTROL ROOM (DCR)

The District Control Room under the control of District Collector will operate round the clock and will be the nerve center to

- Monitor
- Co-ordinate
- Implement the actions/activities for Disaster Management.

In a disaster time the District Control Room will operate under the central authority of the District Collector, exercising emergency power to issue directives to all departments to provide emergency response service. He/She will also co-ordination with the State Response Machinery like: State Relief Commissioner, Odisha, Bhubaneswar and Odisha State Disaster Mitigation Authority for appropriate support and smooth flow of information. The Control Room should be manned round the clock. The District Control Room is placed in the Emergency Section of the District Collectorate.

4.3.1 Warning on Occurrence of Disaster

The warning on occurrence of disaster will be communicated to:

- Chief Secretary, Relief Commissioner, Emergency Operation Center
- Office of the Divisional Commissioner
- All district level officials, DDMC, Municipality Chairman
- The officials of the Central Government located within the district
- Non – officials namely Guardian Minister of the district, *Zilla Parishad* President, MPs and M.L.As from the district or affected area
- Local units of the Defense Services

In the absence of the Collector, ADM or Sub-Collector will officiate and exercise all the powers and responsibilities of the District Disaster Manager.

On the receipt of warning, all community preparedness measures and counter-disaster measures would come into operation.

CHAPTER – V
CAPACITY BUILDING
CAPABILITY ANALYSIS

5.1 RAIN RECORDING STATIONS

There are a total fourteen Rain Recording stations in the District. The location of Rain Recording stations: 13 are at block office premises except in Jeypore; in Jeypore it is located at Tahasil office.

Telephone Numbers of the Rain Recording stations in the district

Sl No	Name of the station	Campus	Telephone No
1	Bandhugaon	Block office	06855-263212
2	Boipariguda	Block office	06854-249423
3	Boriguma	Block office	06860-280030
4	Dasmantpur	Block office	06852-259505
5	Jeypore	Tahasil office	06854-232265
6	Koraput	Block office	06852-250304
7	Kotpad	Block office	06860-283025
8	Kundra	Block office	06854-248804
9	Lamtaput	Block office	06868-272212
10	Laxmipur	Block office	06855-268518
11	Nandapur	Block office	06868-273503
12	Narayanpatna	Block office	06855-264554
13	Pattangi	Block office	06853-252506
14	Semiliguda	Block office	06853-225387

5.2 MINOR IRRIGATION PROJECTS:

Sl. No	Particulars			Ayacut in Ha.
	Name of the Project	Name of the Block	Name of the GP	
1	Majhijola MIP	Bandhugaon	Bandhugaon	185.27
2	Dondabadi MIP	Bandhugaon	Konagam	304.33
3	Kumbhariput MIP	Bandhugaon	Kumbhariput	63.44
4	Yessada MIP	Bandhugaon	Bandhugaon	81.00
5	Dhepaguda MIP	Narayanpatna	Narayanpatna	151.17
6	Mandiaguda MIP	Narayanpatna	Kumbhari	333.69
7	Bikrampur MIP	Narayanpatna	Narayanpatna	87.31
8	Dasmantpur MIP	Dasmantpur	Dasmantpur	173.69
9	Malkangiri MIP	Dasmantpur	Malkangiri	121.48
10	Lendimaliguda MIP	Koraput	Umuri	57.00
11	Dunguri MIP	Koraput	Dunguri	100.00
12	Laxmipur MIP	Laxmipur	Laxmipur	156.03
13	Toyaput MIP	Laxmipur	Champi	49.00
14	Gangamagudi	Pottangi	Pottangi	49.00
15	Maliput	Pottangi	Maliput	47.00
16	Sipaiput-1	Pottangi	Maliput	40.00
17	Sisaguda	Pottangi	Pottangi	49.00
18	Deopottangi	Pottangi	Maliguda	40.00
19	Dolaiguda	Semiliguda	Pakijhola	40.00

20	Dudhari	Semiliguda	Dudhari	121.0
21	Kodigam	Semiliguda	Dudhari	440.54
22	Lanjiguda	Semiliguda	Renga	129.00
23	Pakijhola	Semiliguda	Pakijhola	19.00
24	Semiliguda	Semiliguda	Brahmput	40.00
25	Attubu	Nandapur	Padwa	40.00
26	Khilua	Nandapur	Nandapur	102.32
27	Khuda	Nandapur	Kolarsingi	40.00
28	Nandapur	Nandapur	Nandapur	64.20
29	Raisingi	Nandapur	Raisingi	40.00
30	Chikima MIP	Boipariguda		786.0
31	Majhiguda MIP	Boipariguda		45.0
32	Ramagiri MIP	Boipariguda		40.0
33	Benasar MIP	Boriguma		60.0
34	Janiguda MIP	Boriguma		470.0
35	Jodaput MIP	Boriguma		80.0
36	Purunapani MIP	Boriguma		40.0
37	Rathaji MIP	Boriguma		41.0
38	Bairagipadar MIP	Boriguma		121.0
39	Bondaguda MIP	Boriguma		60.0
40	Bodigaon MIP	Boriguma		70.0
41	Ranipatraput	Boriguma		82.0
42	Rathaji MIP	Boriguma		21.28
43	Kamata MIP	Boriguma		29.43
44	Jagannath sagar	Jeypore		60.72
45	Barabiguda MIP	Jeypore		160.0
46	Sabanimunda MIP	Kotpad		50.00
47	Dongriguda MIP	Kotpad		24.28
48	Digapur MIP	Kundra		190.0

5.3 NETWORK & COMMUNICATION

Road Network

NH-26, from Visakhapatnam to Raipur via Koraput, Jeypore, Borigumma and Umorekote. NH-43 from Borigumma to Raipur Via Kotpad. Koraput to Rayagada, Berhampur. Koraput to Malkangiri via Jeypore & Boipariguda. Koraput to Devgada via Bhawanipatna, Bolangir, Sambalpur.

Railways

Well connected with Jagdalpur, Raipur, Vizianagaram, Vishakapatnam, Rayagada & Bhubaneswar by express trains.

Internet Facilities

The HQ & all the subordinate offices are connected with either Internet or v-sat facilities.

CHAPTER – VI

FUNDING ARRANGEMENT FOR FINANCING DISASTER RELIEF

Soon after the natural calamities are over, the district administration takes the evaluation process of damages and submits report to S.R.C., Odisha for placement of funds out of SDRF/NDRF/CRF/CMRF.. After receipt of required funds towards pure relief to affected persons / families of natural calamities in shape of emergency assistance, organizing relief camp / free kitchen / cattle camp, agriculture input subsidy and other assistances to affected farmers, ex-gratia as assistance for death case grievous injury, house building assistance, assistance for replacement of milch / draught animals and poultry, assistance to fisherman / fish seed farmers / sericulture farmers, assistance for repair / restoration of dwelling houses damaged due to natural calamities are administered through the respective Tahasildars. Part funds towards repair / restoration of immediate nature of the damaged public infrastructure are paid to the Departments concerned.

CHAPTER-VII

7.1 MANAGING CYCLONE “HUD HUD -2014” CONVERTING EXPERIENCE TO ACTION:

After receipt of threat of landfall of a cyclonic storm on the Odisha coast in general and Koraput District in particular on 12.10.2014, the district administration started preparedness activities to combat the situation. First of all, an emergent preparatory meeting of all officials including BDOs / Tahasildars / Police / Fire / ODRAF / SOUTH Co. / RWS&S / NH / PWD etc. was called on 09.10.2014 in which order was issued for opening of control room and made functional 24X7. Particularly all BDOs and Tahasildars were directed to remain alert during the period to face any eventuality. The CSO was specifically instructed to remain alert with sufficient quantities of food stuff and K. Oil at vulnerable pockets and Block headquarters the CDMO was advised to instruct his field officials to remain in high alert with adequate stock of medicines, ORS, Halogine tablets etc. to serve the affected people.

The Executive Engineers of SOUTH Co., RWS&S, R&B, RD and NH were directed to remain alert to take prompt action as and when required. Special attention was given uninterrupted power and water supply. General public of the district were informed through AIR, beat of drums / Mikings to come to safer places like school buildings, AW centres, BNRGSK Buildings etc. ODRAF and Fir officials were directed to remain in full preparedness for relief and rescue operations, clearance of road blockages etc.



Senior officers of the district were designated as Nodal Officers for different blocks to supervise the relief and rescue operations and coordinate the district administration as many as 66,894 people were evacuated from the vulnerable and low laying areas and kept in 426 nos. of different shelters. Free Kitchens, medicines and other essentials have been provided to them during the period.

As such the Administration has gained much experience out of the post cyclonic storm HUDHUD – 2014 which will be of good use for mitigation of future disasters.

7.2 MITIGATION STRATEGIES FOR DIFFERENT HAZARDS

7.2.1 SHORT TERM MEASURES

When the disasters are inevitable, the only way is to mitigate its impact. This falls under the Short Term Measures like immediate relief, reducing the response time to avert any losses, provide the vulnerable and affected people with the basic needs, supply of minimum essential items to those who have lost their properties and movables, grant of long/short term loans at a concessional rate.

7.2.2 LONG TERM MEASURES

The Long Term Measures to be followed include maintenance and repair of the embankments of the rivers and canals going through the district, construction of embankments, bank protection and watershed management, bio-mass production by the forest/horticulture department.

7.2.3 SECTOR WISE VULNERABILITY REDUCTION MEASURES :

The list of equipments possess by the different line departments/ public sectors for the post disaster response have been collected and uploaded the data in the web site of IDR portal.

Type of Sector	Sub Sector	Mitigation Measures	Responsible Depts.	Time Frame
Infrastructure development	IEC Activities	Walling, posters, rallies, street plays, volunteers training, task force training	NGO selected by the BDOs and DI & PRO	During the last week of May & 1 st week of June 2012
	Road	Repair of vulnerable points identified by the departments	PWD, RD	By 15 th of June 2012
	Embankments	Receiving the Height of the embankment points identified Repair of Vulnerable points identified	Irrigation Department	By 15 th of June 2012
	Safe Shelters or Multi Purpose Shelters	Ensure maintenance of shelters	RD department, DI and CI of Schools	Before 15 th of June 2012

	Communication	Ensure maintenance and good running condition of communication systems	Telecom and District Administration	By 31 st of May 2012
	Drinking water and sanitation	Repair of the Damaged standpoints Check the Leakage of overhead tanks and pipes	RWSS	All the time
	Technology Dissemination	Installation of VHF/HAM radio in all the block headquarters	OSDMA and District Administration	Before December 30 th 2012
Health/Animal Husbandry	IEC Activities	Walling, posters, rallies, street plays, volunteers training, task force training	NGO selected by the district and CDVO	By May 31 st and after the receipt of warning
	Vaccination	Stock piling of vaccines	CDVO & CDMO	By April 30 th
	Training	Health care, sanitation, first aid	CDVO & CDMO	After the 1 st NCCM
Livelihood	Awareness	Walling, posters, rallies, street plays, volunteers training, task force training	NGO selected by the district and CDVO	By May 31 st and after the receipt of warning
	Agriculture	Flood Resistant crops/ Alternative cropping Drought Resistant – short duration paddy Crop insurance Coordination with Irrigation and DRDA	Agriculture and horticulture department	Normal period Pre flood
	Horticulture	Nursery raising Insurance	Horticulture Department	Normal period Pre flood
Insurance	IEC Activities	Walling, posters, rallies, street plays, volunteers training, task force training	NGO selected by the district and CDVO	During normal period
	Livelihood	Ensure insurance of livestock, crops, work sheds/workshops etc.	Agriculture, Cooperative Society	During normal period
	Life	Awareness	NGOs	During normal period

7.2.4 POST- DISASTER EVALUATION

A Post- disaster evaluation should be done after the withdrawal of relief and rehabilitation activities in order to assess

- The nature of state intervention and support,
- Suitability of the organizational structure,
- Institutional Arrangements,
- Adequacy of Operating Procedures,
- Monitoring mechanism,
- Information tools,
- Equipments,
- Communication System, etc.

The impact studies on the above operations for long term preventive and mitigation efforts are to be undertaken.

Evaluation exercises may be undertaken to understand the perceptions about disaster response in terms of

- Adequacy of training
- Alert and warning system,
- Control Room functions,
- Communication plans,
- Security,
- Containment,
- Recovery procedures,
- Monitoring.

CHAPTER-VIII

DEPARTMENTAL RESPONSE PLAN

8.1 DEOC, KORAPUT:

The Dist. Emergency Operation Centre is the Nodal Agency for quick response on the pre & post activities of all disasters headed by Dy. Collector, Emergency.

1. **Officer in charge of Control Room:** The control room shall be in overall charge of the Collector. In the absence of Collector, ADM (General), PD, DRDA, Emergency Officer or any other officer or staff on duty at that point of time shall remain in charge of Control Room. The person in charge of control room shall be personally responsible for implementing the standard operating procedure. She/he shall take all decisions as outlined below and sign for the Collector on all reports mentioned below. She/he shall not wait for orders from anybody.
2. **Assembly in Control Room:** Following staff and officers shall assemble in the Control Room on getting any information from any source about any emergency. Apart from these, any other officer or staff who gets the information from any source will reach the Control room.
 - 2.1. Collector, ADM, PD DRDA, Emergency Officer, Sub-Collector Koraput, Excise Superintendent, GM DIC, Tahasildar Koraput, CSO, DIPRO and RTO.
 - 2.2. All staffs of emergency section, Stenos to Collector & ADMs.
3. **Getting the Control Room ready:** Following preparatory steps will be taken up for keeping the control room functional during emergency.
 - 3.1. Shift two more phone lines to control room.
 - 3.2. Shift the police VHF of Collector's room to Control room.
 - 3.3. Keep a radio with new batteries ready.
 - 3.4. Hire 2 generator sets.
 - 3.5. Stock 2 barrels of Kerosene and Diesel for running the generator sets.
 - 3.6. Charge the battery of VHF set of control room and staff car.
 - 3.7. Charge the battery of inverter.
 - 3.8. In case of cyclone warning, arrange four extra batteries.
 - 3.9. Charge the satellite phone and test it.
4. **Alert all field officers:** BDOs, Tahasildars, MOs, VAS, Police, Industries, Telephone, Agriculture, RWSS, RD, R&B, ICDS, Irrigation, CESCO, NH, PHD, Municipality, MLAs, MPs, MIs, CI/DI/Sis, Station Director, All India Radio. DIPRO shall inform the media.
5. Call up the officers and ensure that they remain in headquarters.
6. Prepare a logbook for recording chronological sequence of events.
7. Food and Kerosene:
8. Check availability of sand bags
- 8 **Vehicles:** Requisition 15 small and 15 big vehicles immediately. Further requisition will be made as per need.

- 9 Empower field officials to requisition vehicles. Send 10 requisition forms to each Tahasildar, BDO and Police station.
- 10 Boats: Requisition boats from other districts. Requisition boats from Paradeep/ Chilika/ Ganjam/ Board of Revenue/ Fire Office/ Sports Authority of India.
- 11 Ask Collectors of Rayagada, Nabarangpur, Gajapati, Kalahandi etc to remain ready for supply of stocks of rice and chuda.
- 12 Close educational institutions after making an assessment of the seriousness of the emergency.
- 13 Veterinary measures: Immediately contact MD, OMFED and tie up the supply of cattle feed. CDVO shall make assessment of vaccines and fodder availability.
- 14 Air Dropping Zones: Use the lat-long book for identifying the air dropping zones. Make an advance list of villages where air dropping may be needed.
- 15 Each JE of RD, R&B, and NH & IRRIGATION shall keep ready a gang of 20 persons (severe cyclone- 40-person gang) with axes and saws. They will also have one chain-pulley system ready.
- 16 Requisition the services of officers who have been effective in the past. Allot areas to them with full powers of decision making on the spot.
- 17 Make a thorough assessment of relief items available in stock at different places.
- 18 Civil Society Organizations: Get in touch with civil society organizations. Allot them areas or functions. Get them introduced to the field functionaries. Ask them to prepare a list of volunteers. Make a quick inventory of their resources. Contact UNICEF, UNDP, WFP, CARE, OXFAM, Action Aid, LWS, CRS and other international agencies. Make a quick assessment of district needs and expectations from different agencies.
- 19 Press briefings: Press briefings play a very important role in disaster management. Daily press briefs will be issued at 1600 hours. Written information will be issued.
- 20 Message to public over All India radio should be specific.
- 21 Regularly contact OSDMA, R.D.C., S.R.C., Home Secretary, Revenue Secretary, PS/ Secretary/ Addl. Secretary to Chief Minister, Chief Secretary and Health Secretary.
- 22 Give written orders for identifying places for starting free kitchens. Issue clearance for 3 days.
- 23 Regularly check up <http://www.npmoc.navy.mil/jtwc.html>, www.imd.ernet.in, www.cnn.com/weather, www.bbc.co.uk/weather and other web sites.
- 24 Keep spare copies of district maps. Jurisdiction maps of all irrigation divisions shall be kept ready in good numbers.
- 25 Get mobile phones for Sub-Collector and other officials and neighboring BDOs/ Tahasildars.
- 26 Contact State Bank of India and BSNL for making available VSAT network in case of failure of all communication channels.
- 27 Contact Flood Cell of the Govt. of Odisha.

- 28 Requisition all IB/ Rest sheds.
- 29 Requisition School/ College for army/ police forces.
- 30 Direct all field officers to hire generators and keep sufficient oil for running them.
- 31 Direct all police stations to keep spare batteries for VHF.
- 32 Looking at the onset of emergency and after making quick preparations, convene Emergency meeting of important official and non-official agencies. Give them clear instructions.
- 33 Make a duty roster. Important officials cannot afford to break down together.

8.2 GENERAL ADVANCE PREPAREDNESS

8.2.1 Police Department

- Ensure functioning of the warning system.
- Formation of team
- Delegation of areas
- Formation of Zones/Sub-Zones

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Keeping close contact with EO • Deploy personnel to guard vulnerable embankment points • Alert Police officials to remain at the Head Quarter 		
Evacuation		
<ul style="list-style-type: none"> • Deployment of police staff at risk point • Arrangement for the safety of property of the people • Arrange rescue kits • Support staff and volunteers during evacuation operation • Assist fire brigade personnel in their efforts • Maintain law and order situation 		
Search and Rescue		
<ul style="list-style-type: none"> • Deployment of police staff at risk point • Arrangement for the safety of property of the people. • Arrange rescue kits. • Support Block staff and volunteers during evacuation operation • Assist fire brigade personnel in their efforts • Maintain law and order situation 		
Relief Operation		
<ul style="list-style-type: none"> • Giving escort or guard to the relief items stored or transported 		

Police Department During Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Collection of vital information • Inform EO after getting authentic message 		
Evacuation		
<ul style="list-style-type: none"> • Deployment of police staff at risk point • Arrangement for the safety of property of the people • Arrange rescue kits • Support staff and volunteers during evacuation operation • Assist fire brigade personnel in their efforts • Maintain law and order situation 		
Search and Rescue		
<ul style="list-style-type: none"> • Deployment of police staff at risk point • Arrangement for the safety of property of the people. • Arrange rescue kits. • Support Block staff and volunteers during evacuation operation • Assist fire brigade personnel in their efforts • Maintain law and order situation 		
Shelter Management		
<ul style="list-style-type: none"> • Deploy Constables/ Home Guards to different flood/ cyclone shelters • Maintenance of law and order • Arrangement of police personnel for the safeguard of the shifted marooned families 		
Relief Operation		
<ul style="list-style-type: none"> • Assist district administration in supply and distribution of relief materials. • Deploy police personnel near relief godowns • Escort relief carrier vehicle and personnel • Maintain Law and order 		

8.2.2 Revenue Department

- Holding of natural calamity meeting in the month of May and October.
- Joint inspection
- Formation of Zones/Sub-Zones
- Review progress
- Arrangement of boats and transport, based on the risk assessment, for evacuation
- Provision/arrangement of rescue kit at risk prone area.
- Equipments to be ready
- Formation of team
- Delegation of areas

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Close contact with EO • Informing all concerned /public through revenue field • Functionaries • Alert revenue officials to remain at the Head Quarter 		
Evacuation		
<ul style="list-style-type: none"> • Propagation for evacuation • Arrangement for the safety of property of the people • Arrange rescue kits 		
Search and Rescue		
<ul style="list-style-type: none"> • Deployment of RIs and other supporting staffs to assist in rescue operation • Propagation for evacuation • Arrange rescue kits 		

Revenue Department During Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Collection of on the spot report from field functionaries • Dissemination of day to day position about the disaster at all levels • Liaison with block 		
Evacuation		
<ul style="list-style-type: none"> • Search group go around to rescue the left over people in the risk areas 		
Search and Rescue		
<ul style="list-style-type: none"> • Search group go around to rescue the left over people in the risk areas • Arrangement of boats and transports for the web are stranded in collaboration with block administration/ police/ fire brigade/ volunteers • Reporting casualties/ missing persons • Maintenance of law and order being local magistrate 		
Damage Assessment		
<ul style="list-style-type: none"> • Assessment of houses collapsed by Tahasildar • Assessment of agricultural land cast by Tahasildar. • Assessment of agriculture losses by Agriculturist/ Horticulturist 		

8.2.3 Health Department

- List out the staff with contact address
- Stock position of the sub-center and PHC/AWCs
- Prepare the plan and indent for stock
- Train paramedical staff/ ANMs / male health workers / volunteers/task forces/ Anganwadi workers for use and providing minimum health services to the community.
- Arrange for mobile health unit for inaccessible areas
- DDC at village level
- Health awareness campaign
- Re install telephone connection
- Arrangement of vehicle for uninterrupted mobility
- Repair of Sub Centers buildings
- Registration of Birth /Death and other vital events
- Dis-infections of Drinking water Sources thrice before flood season at least, one month before.

Health Department

Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Medical and Paramedical staffs will be directed to join Head Quarter immediately • Settings of a Control Room and will be kept operational for 24 hours • Delegation of duties /Area distribution • Request CDMO and requisition of vehicle • Meeting of Sector MO/Supervisors • Record keeping 		
Evacuation		
<ul style="list-style-type: none"> • Arrangement of medical help for the rescued/ injured persons 		
Search and Rescue		
<ul style="list-style-type: none"> • Arrangement of medical help for the rescued /injured persons 		
Medical Aid		
<ul style="list-style-type: none"> • Deployment of staffs in their respective areas with medicines. • Check the stock and collect the required stock from district office • Arrange emergency room ready with all equipments and staff • Delegation of duty at PHC for 24 hours services • Meeting with the volunteers/ ANM/AWW and distribution of work as per the need 		

Health Department

During Disaster

Shelter Management	Yes	No
<ul style="list-style-type: none"> • Provision of medicine and deployment of paramedical staff • Provision of medical help to the needy • Provision of Halogen Tablets and use of Disinfectants for the temporary latrines 		

Relief Operation		
<ul style="list-style-type: none"> • Stock pilling of medicines /disinfectants in the risk prone areas • Maintenance of Stock Register 		
Health and Sanitation		
<ul style="list-style-type: none"> • Disinfections of drinking water sources • IEC activities regarding safe drinking water, disposal of human and animal wastes • Check the stock and collect the required stock from district office • Arrange emergency room ready with all equipments and Staff 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Repair sub carters Buildings if necessary 		

Evacuation	Yes	No
<ul style="list-style-type: none"> • Arrangement of medical help for the rescued. • Inform to respective paramedical staff regarding evacuated people. 		
Search and Rescue		
<ul style="list-style-type: none"> • Arrangement of medical help for the rescued/injured persons 		
Medical Aid		
<ul style="list-style-type: none"> • Deployment of staffs in the cut off areas with medicine • Check the stock and collect the required stock from district office • Delegation of duty at PHC for 24 hours services • Meeting with the volunteers and distribution of work as per the need 		
Shelter Management		
<ul style="list-style-type: none"> • Provision of medicine and deployment of paramedical staff • Provision of medical help to the needy 		
Carcass Disposal		
<ul style="list-style-type: none"> • Registration of deaths and issuing of death certificates • Distribution of disinfectants to the volunteers to dead bodies 		
Relief Operation		
<ul style="list-style-type: none"> • Provision of temporary medical relief centers • Distribution of medicines and halogen tablets • Treatment of the victims and daily report to PHC control room 		
Health and Sanitation		
<ul style="list-style-type: none"> • Disinfections of drinking water sources taking steps to check any possibility of spreading any epidemics in the community 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Report to CDMO of damaged health centers and supply of equipments 		

Health Department Post Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • IEC activities regarding health and sanitation 		
Medical aid		
<ul style="list-style-type: none"> • Co-ordination deployment of outside medical/ paramedical staff and members of NGOs/ INGOs charitable organizations • Check the stock and collect the required from district office. • Arrangement of medical help for the needy. • Treatment of emergency cases and provision will be made to transfer the acute cases to SCB medical college Cuttack if necessary 		
Carcass Disposal		
<ul style="list-style-type: none"> • Registration of deaths and issuing of death certificates • Distribution of disinfectants to the volunteers to dead bodies 		

8.2.4 Irrigation Department

- Holding of natural calamity meeting in the month of May and October
- Awareness generation
- Formation of Zones/Sub-zones
- Review progress
- Provision/ arrangement of sand bags in risk prone area
- Equipments to be ready
- Formation of team
- Arrangement of vehicle
- Delegation of areas

Irrigation Department Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Suspension or cancellation of all leaves of instruction to the concerned person to join head quarter immediately. • Arrangement of all-important telephone line and number in order • Arrangement or requisition of Jeeps/ Trekkers/ Auto Rickshaw to disseminate received warning information to the population of vulnerable/ weak places. • Maintenance of record for information generation and dissemination. • Co-ordinate with District Administration • Deployment of concerned staff to update information regarding water level and velocity of flowing water in the rivers as well as about possible breaches, scorings, piping, seepages etc. • Ensure deployment of country boats at vulnerable points. • Rain recording and submission of report to District Control Room. • Arrangement of sand bags 		

Infrastructure Restoration		
<ul style="list-style-type: none"> • Identification of vulnerable points and possible beaches. • Arrangement of sand bags and other necessary material and equipments • Repairing of vulnerable roads and embankments 		

Irrigation Department

During Disaster

Infrastructure Restoration	Yes	No
<ul style="list-style-type: none"> • Guarding vulnerable roads and embankments • Repairing piping and seepages found in vulnerable points. Arrangement of materials for repair of roads and breaches in the embankment for post disaster operation 		

Irrigation Department

Post Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Damage assessment • Identification of areas for clearance • Delegation of team • Monitoring of work • Proposal to the government for repair and restoration 		

8.2.5 RD & R & B Department

- Identification of weak-points
- Repair of weak roads/structures/canals before hazard season
- Stockpiling of building material
- Arrangement of equipments for road clearance

RD & R & B Department

Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Suspension or cancellation of all leaves of instruction to the concerned persons to join head quarter immediately. • Arrangement of all-important telephone line and number in order. • Maintenance of record for information generation and dissemination • Co-ordinate with District Administration • Clearance of roadside dead trees posing threat to communication, life and electricity. 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Retrofitting and repairing of weak govt. buildings/structures • Repairing of road network 		

RD & R & B Department

Post Disaster

Infrastructure Restoration	Yes	No
<ul style="list-style-type: none"> • Damage assessment and report preparation • Repairing of affected/ damaged govt. building structure • Clearance of debris to reinstall communication 		

8.2.6 RWS & S Department

- Installation of tube-wells
- Site visit and report preparation
- Awareness generation for using bleaching
- Helping BDO during emergency
- Supply of drinking water during emergency
- Site selection and water test
- Collection and storing of K-018H2s test stripe, bottle, bleaching, halogen tablets, tube well accessories
- Area wise deployment of staff, fitter, Mason, APD

RWS & S Department

Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • To inform all its staff members to report their respective headquarters • Close contact with BDO • Arrangement of water tankers • Procurement collection of water purifiers • Stockpiling of accessories • Repairing the defunct tube-wells • Raising platforms/height of the tube wells in low-lying areas. 		
Shelter Management		
<ul style="list-style-type: none"> • Installation of emergency tube-well/tankers near the shelter sites • Bleaching/disinfections of drinking water sources • Supply of halogen tablets 		
Health and Sanitation		
<ul style="list-style-type: none"> • Lab-testing of drinking water if necessary • Bleaching of drinking water sources • Aware community regarding to use safe drinking water 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Checking, repairing and construction of tube-wells • Stock pilling of accessories 		

RWS & S Department

During Disaster

Shelter Management	Yes	No
<ul style="list-style-type: none"> • Supply of drinking water • Supply of poly pack containing safe drinking water • Distribution of halogen tablets • Informing community particularly the evacuees regarding use of safe drinking water 		
Health and Sanitation		
<ul style="list-style-type: none"> • Lab-testing of drinking water if necessary • Sticking red and green stickers respectively for the polluted and safe drinking water sources especially tube wells • Bleaching of drinking water sources • Aware community regarding to use safe drinking water 		

Cattle Camps		
<ul style="list-style-type: none"> Supply of drinking water through installation of temporary tube-well/provision of water tankers 		

RWS & S Department Post Disaster

Shelter Management	Yes	No
<ul style="list-style-type: none"> Withdrawal of temporary tube-well installed near shelter sites Use of bleaching powder 		
Infrastructure Restoration		
<ul style="list-style-type: none"> Checking/washing/repairing of tube-wells to put it back to its normal condition 		
Cattle Camps		
<ul style="list-style-type: none"> Withdrawal of temporary tube-wells Use of bleaching powder 		

8.2.7 Animal Husbandry Department

- List out staff members with contact address
- Vaccination of cattle population
- Provision of supply of yearly medicines
- Arrangement of mobile health units in inaccessible areas
- Health awareness campaign
- Arrangement of vehicle for uninterrupted mobility
- Repair of LI centers and other necessary equipments

Animal Husbandry Department Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> On receipt of warning ask all the staff to join duty immediately Deployment of staff to the inaccessible areas Regular maintenance of records Co ordination with higher authorities 		
Evacuation		
<ul style="list-style-type: none"> Mobilize community to evacuate cattle population to the nearest elevated places with the help of the LI 		
Search and Rescue		
<ul style="list-style-type: none"> Support villagers and farmers to help in rescuing trapped cattle Provide first aid to the injured cattle 		
Health and Sanitation		
<ul style="list-style-type: none"> Distribution of disinfectants where cattle reside 		

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> Record keeping Information dissemination to concerned quarters (Sub-Divisional Vet. Officer) Maintenance of regular flow of information 		
Search and Rescue		
<ul style="list-style-type: none"> Co-ordination with village volunteers and villagers to search and rescue trapped animals 		
Medical Aid		
<ul style="list-style-type: none"> Provide first aid to the affected animals record keeping 		
Cattle camps		
<ul style="list-style-type: none"> Supply of medicines and cattle feed record keeping 		

Medical Aid	Yes	No
<ul style="list-style-type: none"> Vaccination immediately after the flood/cyclone and treatment to prevent epidemics 		
Carcass Disposal		
<ul style="list-style-type: none"> Collection and disposal of dead bodies Maintenance of record Issuing of certificates against dead animals insure Distribution of disinfectants, the place, where animals were buried or cremated 		
Medical Aid		
<ul style="list-style-type: none"> Provide first aid to the affected animals Record keeping 		
Carcass Disposal		
<ul style="list-style-type: none"> Issuing of death certificate for the insured livestock 		
Health and Sanitation		
<ul style="list-style-type: none"> Provision of vaccination, if possible. Record keeping 		

8.2.8 Electric Department

- Regular identification of faults
- Regular checking and repair of weak points/Transformers
- Stockpiling of equipments/accessories
- Skill development training/orientation
- Precautions/protections near high voltage electric equipments installed
- Stopping illegal consumption of electricity

Electric Department Pre Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Alert all staff to get back to their respective head quarters • Retrofitting of weak points if found • Disconnection of electricity in the event of an emergency • Arrangement of alternative energy sources such as generators and fuel for generators 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Replacement of weak electric poles/wires • Checking and correcting private connections • Stockpiling of necessary equipments and accessories 		

Electric Department During Disaster

Early Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Disconnection of electricity to the affected areas 		

Electric Department Post Disaster

Infrastructure Restoration	Yes	No
<ul style="list-style-type: none"> • Uninterrupted power supply to the Medical/Block Office and other Important institutes • Damage assessment and transmission of the same to higher authorities • Quick installation/repair of damaged infrastructures • Early restoration of power supply to the affected areas 		

8.2.9 Non – Government Organizations (NGO)/CBOs

- IEC activities on disaster management
- Community mobilization
- Ensure regular meeting of NGO co-ordination cell
- Disseminate all govt. aided programme to the community
- Ensure regular mock drill
- Ensure regular bleaching / use of disinfectants in the drinking water sources
- Organize workshops seminar meeting/training on community based disaster management
- Long term mitigation strategies.

Early Warning Dissemination	Yes	No
Evacuation	Yes	No
<ul style="list-style-type: none"> • Assist Eos / VLWs by deploying Trained Volunteers to the vulnerable points. • Propagation for evacuation • Organize evacuation operation • Provision of shelters for evacuees and domestic animals in the selected flood shelters and mounds respectively. • Handover the charge to DPC (Village Committee) Task Force and EO/VLW collectively to manage shelters and inform Block Administration. 		
Search and Rescue		
<ul style="list-style-type: none"> • Assist Block Administration in arranging Power Boats, Country Boats and Rescue Kits and equipments. • Deployment of Trained Volunteers in the strategic points. • Assist Eos/VLWs to organize rescue operation 		
Medical Aid		
<ul style="list-style-type: none"> • Facilitate that Medical and Para Medical Staffs are available in their respective villages. • Ensure status of medicine stock 		
Relief Operation		
<ul style="list-style-type: none"> • Assist Government personnel (Teacher / VLW / EO / MI) in charge of storage godowns / transportation and distribution of emergent relief. • Motivate communities to store food stuff and other essential items in safer places for the emergency period • Assist VAS in stock piling of fodder in the risk prone areas. • Ensure stock piling of tents, medicines, & kerosene oil. 		
<p>Shelter Management</p> <ul style="list-style-type: none"> • Ensures opening of the identified flood shelters for the evacuees and hand over the shelter management charge DPC. • Arrange for temporary shelters, if required • Provision of temporary latrine and portable water source near the shelters. • Check rumors by facilitating DPC/ Task Force to disseminate information regarding weather conditions and its future developments. • Arrange safer places, preferably mounds for animals • Deploy volunteers to maintain peace. 		

Early Warning Dissemination	Yes	No
Evacuation	Yes	No
<ul style="list-style-type: none"> • Assist Eos / VLWs by deploying Trained Volunteers to the vulnerable points. • Propagation for evacuation • Organize evacuation operation • Provision of shelters for evacuees and domestic animals in the selected flood shelters and mounds respectively. • Handover the charge to DPC (Village Committee) Task Force and EO/VLW collectively to manage shelters and inform Block Administration. 		
Search and Rescue		
<ul style="list-style-type: none"> • Assist Block Administration in arranging Power Boats, Country Boats and Rescue Kits and equipments. • Deployment of Trained Volunteers in the strategic points. • Assist Eos/VLWs to organize rescue operation 		
Medical Aid		
<ul style="list-style-type: none"> • Facilitate that Medical and Para Medical Staffs are available in their respective villages. • Ensure status of medicine stock 		
Relief Operation		
<ul style="list-style-type: none"> • Assist Government personnel (Teacher / VLW / EO / MI) in charge of storage godowns / transportation and distribution of emergent relief. • Motivate communities to store food stuff and other essential items in safer places for the emergency period • Assist VAS in stock piling of fodder in the risk prone areas. • Ensure stock piling of tents, medicines, & kerosene oil. 		
Shelter Management		
<ul style="list-style-type: none"> • Ensures opening of the identified flood shelters for the evacuees and hand over the shelter management charge DPC. • Arrange for temporary shelters, if required • Provision of temporary latrine and portable water source near the shelters. • Check rumors by facilitating DPC/ Task Force to disseminate information regarding weather conditions and its future developments. • Arrange safer places, preferably mounds for animals • Deploy volunteers to maintain peace. 		

Warning Dissemination	Yes	No
<ul style="list-style-type: none"> • Collect and disseminate authentic information regarding weather forecast, movement and velocity of the cyclone, possible rain, amount floodwater released from Kala Dam, Sunei Dam, river Subarnarekha and Kansabansa to the communities. • Try to check rumors. • Collection of local flood condition reports and pass on to Block Administration, INGOs and Media for possible support. • Make spot visit to see embankments, constant hourly contact with irrigation department to ensure the dispatch of sand bags to weak points, etc. • Collection of information on places where breaches occurred / likely to occur due to seepage / over topping / damage to embankments 		
Evacuation		
<ul style="list-style-type: none"> • Keep record of the evacuated people at different locations. • Provision of medical and counseling support for the evacuees. • Arrange transport for seriously injured / ill persons to UPHC or nearest PHC. 		
Search and Rescue		
<ul style="list-style-type: none"> • Search group go around to search and rescue left over or trapped people on the affected areas. • Provision of shelters for the victims. • Provide medical help, if needed, transport to nearest PHC/CHC • Record keeping and information dissemination to Block Control Room 		
Medical Aid		
<ul style="list-style-type: none"> • Provide information of evacuees sheltered in different locations to the medical team. • Ensure medicines are reached to the affected areas with the help of volunteers. • Ensure proper treatment of the victims or injured. • Facilitate Charitable Organizations work hand in hand with UPHC Medical Team. • Arrange transport both road and water ways to the outside medical team and volunteers, if required • Record keeping 		
Shelter Management		
<ul style="list-style-type: none"> • Ensure proper management of flood shelters by DPC / Task Force • Keep daily situational / status report • Ensure registration of the evacuated people sheltered 		

NGOs/CBOs**Post Disaster**

Medical Aid	Yes	No
<ul style="list-style-type: none"> • Facilitate and Co-ordinate village task forces/CBOs Institutions reach the spot without any bottlenecks. • Record keeping. • Inform PHC to take immediate action and seek the support of District Administration if any epidemic is noticed 		
Carcass Disposal		
<ul style="list-style-type: none"> • In collaboration with local volunteers assist Block Administration and Veterinary Department for proper disposal of carcasses. • Ensure cleanliness • Use disinfectants near human and animal wastes; specially near the bodies buried or cremated 		
Shelter Management		
<ul style="list-style-type: none"> • Ensure people are back to their home • In case houses are fully collapsed/ swept away, arrange tents for temporary shelter for the victims 		
Water and Sanitation		
<ul style="list-style-type: none"> • Disinfections of drinking water sources taking steps to check any possibility of spreading any epidemics in the community 		
Infrastructure Restoration		
<ul style="list-style-type: none"> • Assist Govt. Department (Revenue /RD/Irrigation etc) and other INGOs to go for housing and community infrastructure restoration programme 		
Relief Operation		
<ul style="list-style-type: none"> • Organize or facilitate CBOs or private individuals to continue relief operations and/or free kitchen centers. • Keeping record of damages done to home, individual person, dead and missing persons and assist Tahasildar to pay legitimate compensation. • Ensure that the traders, taking advantage of the prevailing situation, do no malpractice. • Assist in agriculture rehabilitation programme. • Facilitate Block Administration, other Line Departments and CBOs to carry out long/short term rehabilitation pogrammes. • Encourage rehabilitation of home less by CBOs • Organize health programme both for people and animals by CBOs and other charitable organizations. • Meeting with all stake holders and taking note of the felt experience as a reference for making future development in the GP and village Contingency Plan 		

8.3 DO'S & DON'TS IN DISASTERS

8.3.1 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A CYCLONE

Do's	Don'ts
<p>Listen to the Radio/ TV / Public Addressing System for advance information and advice. Allow considerable margin for safety.</p> <p>A cyclone may change direction, speed or intensity within a few hours, so stay tuned to the radio / TV for updated information. Tape up large windows to prevent from shattering.</p> <p>Move to the nearest shelter or vacate the area if this is ordered by the appropriate government agency.</p> <p>Stay indoors and take shelter in the strongest part of the house / society.</p> <p>Open windows on the sheltered side of the house if the roof begins to lift.</p> <p>Find shelter if you are caught out in the open. If you have to evacuate, do not return until advice.</p>	<p>Do not go outside or into a beach during a lull in the storm.</p> <p>Be away of fallen power lines, damage bridges And structures.</p> <p>Do Not go for side sight seeing</p>

8.3.2 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A FLOOD

Do's	Don'ts
<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice. Disconnect all electrical appliances and move all valuable personal and household goods and clothing out of reach of floodwater, if you are warned or if you suspect that floodwaters may reach the house.</p> <p>Move vehicles, Farm animals and Movable goods to the highest ground nearby.</p> <p>Turn off electricity, gas if you have to leave the house.</p> <p>Lock all outside doors and windows if you have to leave the house.</p> <p>If you have to evacuate, do not return until advice.</p>	<p>Do not enter floodwaters on foot if you can avoid it.</p> <p>Never wander around a flooded area.</p> <p>Do not allow children's to play in, or near, floodwaters.</p> <p>Do not drive into water or unknown death and current.</p> <p>Do not it food or drink water, which is affected by floodwater.</p>

8.3.3 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A HEAT WAVE

Do's	Don'ts
<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice.</p> <p>Finish the work at the morning or leave it to the evening.</p> <p>Drink Sufficient Water & take Food</p> <p>Keep your head away from the direct heat. Use Clothes, Cap, Umbrella or Glasses</p> <p>Keep Stock water with you</p> <p>Wear light dresses.</p>	<p>Avoid standing under direct sun.</p> <p>Avoid Long Drives.</p>

8.3.4 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A DROUGHT SITUATION

Do's	Don'ts
<p>Save Water & Stock Water</p> <p>Arrange for alternate cropping</p> <p>Contact Nearest Agriculture Office</p>	<p>Stop disutility of Water</p>

8.3.5 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A TORNADO

Do's	Don'ts
<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice.</p> <p>Turn off Electricity</p> <p>Keep away from Old, Tall or ditched buildings, electricity wires, slopes and walls, which are liable to collapsed.</p>	<p>Do not run and do not wander round the streets.</p> <p>Keep away from buildings, walls, slopes, electricity wires and cables & stay in the vehicle.</p>

18.3.6 OPERATIONAL GUIDELINES OF WHAT TO DO IN THE EVENT OF A EARTHQUAKE

Do's	Don'ts
<p>Listen to the Radio/ TV/ Public Addressing System for advance information and advice.</p> <p>Teach all members of your family how to turn off the electricity, water and gas supply.</p> <p>Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed.</p> <p>Keep away from Old, Tall or ditched buildings, electricity wires, slopes and walls, which are liable to collapsed.</p> <p>Stop the vehicle away from building, walls, slopes, electricity wires and cables.</p> <p>Live your badly damaged house.</p> <p>Collect water containers, food items and ordinary and facial medicines.</p>	<p>Do not run and do not wander round the streets.</p> <p>Keep away from buildings, walls, slopes, electricity wires and cables & stay in the vehicle.</p> <p>Do not rush to the doors or exits, never use the lifts keep well away from windows, mirrors, chimneys and furniture.</p> <p>Do not rush to the doors or exists, never use the lift.</p> <p>Avoid places where there are used electric wires and do not touch any metal object in contact with them.</p> <p>Do not re-enter badly damaged buildings and do not go near damage structures.</p>

8.4 IDENTIFICATION OF CYCLONE/FLOOD SHELTERS (SINGLE/DOUBLE STORIED) WITH CAPACITY:

Sl.No.	Type of shelter	Capacity (Room and Plinth Area)	Location	Contact Person (Address and Phone no.)	Facilities Available	Remarks (Single or Double)
1.	PWD I.Bs	Two roomed with dining	Kakirigumma Laxmipur, Narayanapatna Nandapur, Padwa, Lamtaput, Boipariguda	E.E.(R&B) Koraput. Ph-06852-250201(O) 250235(R)	Electricity, Sanitary, Water,	Single
2.	Flood Shelter	Two roomed with dining	Balia Sadrangi Bhitrabadi	Tahasildar, Jeypore/Kotpad /Borigumma	Electricity, Sanitary, Water	Single

8.5 EARTH MOVING AND ROAD CLEANING EQUIPMENTS:

The Earth Moving and Road cleaning equipments are with ODRAF (3rd Bn. O.S.A.P),NALCO, HAL and E.E, Works Department in the District, the details of description and address of the concerned persons are in the IDRN. It is updated time-to-time, receiving data from different agencies. The same can be in immediate use during requirement.

8.6 ACTIONS PLAN TO MEET DISASTEROUS SITUATION (FLOOD/ CYCLONE /EPIDEMIC) IN THE KORAPUT DISTRICT FOR THE YEAR 2015.

Taking into consideration of past experience especially during HUD HUD-2014 an action plan is prepared in the district for the year 2015 to combat the Natural Calamities. The line department officials and all concerned of this district are instructed to remain alert and make necessary arrangements to meet the emergency situation of Natural Calamities as and when required. Necessary preventive health measures are being taken up well in advance to complete the arrangements before the onset of rainy season. The arrangements are to be made specially at the most vulnerable points along with the medicines and disinfectants.

This year intensive I.E.C activities is to be continued in all the blocks at Sub-Centre level and village level especially in the vulnerable areas of epidemic from G.E. and other diarrhoeal diseases. The audiovisual van of Lepira India will be utilised for these I.E.C activities. Display informative pamphlets and posters will be distributed and posters with preventive activities will be continued in all Medical Institutions, Sub-Centres and Villages.

8.7 Flood/ Cyclone/ Epidemic Zone

EPIDEMIC ZONE:-

For smooth management of work of this district is divided in to 7 zones and each Zone is kept under the control of Zonal Medical Officer to take immediate steps as and when required. Again each Zone is Sub-divided in to some sectors and the PHC/CHC/UGPHC Medical Officers will act as Sector Medical Officer of their concerned sectors. The Para Medical Staff of each PHC/CHC/UGPHC will assist their Medical officers in carrying out the preventive and curative health measures at the time of need.

Stock of emergency medicines and disinfectants are kept with the Zonal Medical Officers for utilization of the same during the emergency. The Zonal Medical Officer can use the medicines without waiting for instructions from the district office and he is also authorized to issue instructions to the Sector

Medical Officer. He can also avail the Vehicle from the concerned PHC/CHC/UGPHC to attend the emergency as and when required.

Sl. No.	ZONAL MEDICAL OFFICER	AREAS
1	S.D.M.O, Jeypore	Kotpad CHC / Borigumma CHC / Rabanaguda CHC
2	A.D.M.O (PH/Mal/Fil/Lep) Koraput	Narayanpatna PHC / Bandhugaon PHC
3	A.D.M.O (F.W / Immu) Koraput	Pottangi PHC / Mathalput PHC / Kunduli PHC/ Sunabeda NAC
4	A.D.M.O (Med / T.B) Koraput	Nandapur CHC / PPC area Koraput.
5	Health Officer Municipality, Jeypore	Jeypore Municipality area & PPC area
6	District Malaria Officer, NVBDCP, Koraput	CHC Boipariguda /Kundra PHC / Lamtaput PHC
7	District Leprosy Officer, Koraput	Dasantapur PHC / Laxmipur UGPHC

SECTOR MEDICAL OFFICER: -

The Medical Officer in Charge of each PHC / CHC / UGPHC who are the Sector Medical Officer of the respective institutions are instructed to divide their respective areas into sub-centre's according to availability of Medical Officers and Supervisor in their institutions and each sub-centers will be kept under responsibility of the Medical Officer or a Supervisor. The Medical Officer, Supervisors and other Para Medical staffs of respective sector will carry out the preventive & curative health measures at the time of need. The Staff shall remain vigilant and they shall remain prepared to rush to the epidemic / outbreak areas within a short notice. Advance health measure and disinfection of all drinking water sources shall be carried out before the rainy season in co-ordination with RWSS Deptt., Koraput. Daily epidemic reports will be submitted to the A.D.M.O (PH), Koraput., with a copy to the Zonal Medical Officers concerned during period of epidemic / outbreak. The CDMO should form a District Task Force Team in this regard and intimate this office.

The Medical Officers in Charge of each PHC/CHC/ UGPHC who are the Sector Medical Officer of the respective institutions are instructed to divide their respective areas into sub-centers according to availability of Medical Officers and Supervisor in their institutions and each sub-center will be kept under responsibility of the Medical Officer or a Supervisor. The Medical officer, Supervisors and other Para Medical Staffs of respective sector will carry out the preventive curative health measures at the time of need .The Staff shall remain vigilant for the institutions and they shall remain prepared to rush to the flood / cyclone /epidemic /heat stroke areas with in a short notice. Advance health measure and disinfections of all drinking water sources shall be carried out during the rainy season and epidemic. Daily epidemic reports will be submitted to the A.D.M.O (P.H) Koraput., with a copy to the Zonal Medical Officers concerned through out the expected period of natural calamities .

Treatment centers will be opened and placement of medicines shall be done at the time of need under intimation to the Dist. Office.

Emphasis must be given to the following points: -

1. Receiving information of the outbreak of any disease, particularly G.E. within 12 to 24 hours.
2. Rushing relief Team to the peripheral villages immediately after receiving the information.

Hence the Medical officers are requested to visit each and every sub-centre well in advance to instruct and impress the health workers and Supervisors to move to villages strictly as per the fixed day visit as well as whenever necessary programme and arrange one responsible person of the village or A.W.W., V.H.G., T.B.A. or DDC holders or any other Govt. functionary or N.G.O in the village under the sub-centre /sector to act as informer, who must inform about any out break to the concerned Health Worker immediately within 6 to 12 hours and even the “NO ATTACK” report on every Saturday on or before sector meeting day. During every weekly sector meeting Epidemic or Natural calamities information from the sub-centres must be on the agenda besides review of routine activities.

None of the Staff of this Department will be allowed to proceed, on leave except on extra-ordinary circumstances that too with the permission of the CDMO.

Mobile team

One Mobile Team has to be formed at the District Level and they will rush to the field as and when required without any delay. The vehicle should be kept in good condition to meet the emergency situation.

Besides the above, one emergency medical unit will be formed at the PHC/CHC/UGPHC level and they will attend the epidemic affected area whenever the situation arises . The 14 MHU under ZSSS, Koraput shall be instructed to move to the affected areas in consultation with sector Medical Officers. They will make camp at the affected areas if needed and render treatment & take preventive measures. The PHC / CHC M.O are instructed to utilise the services of the MHU teams.

MEDICINES & DISINFECTANTS:

The Medical Officer of each PHC/CHC/UGPHC is required to receive the common medicines like O.R.S packets, Tetracycline Caps/I.V. Fluids etc. and disinfectants like bleaching powder, phenyl etc. from Asst. Dist Medical Officer, (PH/Mal/Fil/Lep) Koraput as per the requirement by deputing their staff. The Medicines will be sent well in advance before rainy season and it will be kept in suitable places specially in un-approachable areas where it can be used without delay at the time of need. The following concerned PHC / CHC /UGPHC Medical Officers are requested to store the Medicines and disinfectants in the unapproachable areas before the Rainy Season. The C.D.M.O., Koraput to ensure the distribution and availability of disinfectants and life savings drugs at the grass root level.

Name of the PHC/CHC	Name of the GP
Mathalput	Suku, Kerenga
Dasmantpur	Lulla , Girliguma
Narayanpatna	Borgi
Nandpur	Kularsingh, Goluru, Panthulugaon
Kunduli	Renga
Pottangi	Kotta
Kundra	Bagderi, Digapur
Kotpad	Sadaranga, Chandili
Boipariguda	Dasamantpur, Ramgiri

8.8 INFORMATION, EDUCATION AND COMMUNICATION

8.1 PLAN DISSEMINATION

The responsibility of plan dissemination is vested with the DCR, at the Collectorate.

In order for the DDMP to be effective it must be disseminated at two levels:

- a. To the district authorities, government departments, NGOs and other agencies and institutions within the district and
- b. To general public

8.2 DISSEMINATION OF OTHER IEC MATERIALS

The DI & PRO at the district level will carry out the dissemination of IEC materials and NGOs at the block and village level during normal time (selected during Past Natural Calamity Committee meeting). The activities of the DI & PRO and NGOs would include

- Walling,
- Preparation and distribution of posters, pamphlets and brochures
- Pada-yatra,
- Street plays
- Volunteers training,
- Task force training, etc.

8.3 TRAINING AND DRILLS

The training programmes are organized for different levels of functionaries from district level officials, identified NGOs, volunteers, Private Sector Organizations in order to equip them to extend training facilities to functionaries at blocks and village level as well as organize simulation exercises within the community.

The objective of full scale drill include evaluation of the following

- Practicality of the plan (structure and organization)
- Adequacy of communication and interactions among the agencies and the public
- Effectiveness of the emergency equipments
- Adequacy of first aid and rescue procedures
- Adequacy of the response and training of the emergency personnel
- Public relation skills
- Evacuation and count procedures
- Timely updating of BCPS
- Coordination with the CBOs / NGOs

8.4 COMMUNITY BASED DISASTER PREPAREDNESS AND MOCK DRILLS

Role of the Community

- First responder to disaster
- Participate in preparedness programme
- Sharing of disaster preparedness cost
- Playing as pressure group / working for advocacy
- Stockpiling of emergency goods and Coordination
- Supporting communication System

The Community Based Disaster Preparedness should be move as per the following stages

- Formation of Block Level Disaster Committee
- Training of line department and volunteers
- Formation of GP level Committee
- Developing Community Contingency Plans in the Villages
- Training of Task Forces
- Periodic mock drills
- Coordination of GP and Block

- Updating information

Mock drills are important in normal times as well as during the emergency. The mock drill and preparedness for disaster are considered as a part of police duty. Every six months, there should be a mock drill in all of the police stations of the district to make them alert / fit to cope with any situation. Security Plan for all industries to be reviewed and approved by CISF at regular intervals. Similarly all police stations should have internal security scheme, based on which they should have mock drills and update it for safety measures as per requirement.

Besides a contingency drill should be enacted during the cyclone/ flood season so that everyone knows what he/she should do and where he/she should go. It is advisable to have a mock drill at night during the rain, by cutting of the electricity in the village/ block/ district (as per the time chosen for the mock drill at each level). This exercise will help learn possible problem that would be faced. These learned lessons could be utilized in preparing the contingency plan in a much-prepared manner.

8.4 STRENGTHENING VOLUNTEER FORCE – IDENTIFICATION AND TRAINING

An analysis of the situation of the village community forms the first task for preparedness. After analysis, the villagers would form different groups to carry on the activities for disaster preparedness. The motivated and willing male and female group members have to find out the roles and responsibilities of each group. The groups may be formed for warning, rescue and evacuation, water and sanitation, relief and food, damage assessment, shelter management, etc. This will form the Disaster Management Teams.

For warning group, members could be young boys and girls of the village (17 to 25 years) who will be trained to understand radio warnings and act fast to spread the warning throughout the village.

The members for Rescue And Evacuation Group need to be physically strong (both men and women) and in the age group of 18 to 35 years. Gram Rakhis/ Chaukidars should be the members of this group. Inclusion of civil defense personnel would be useful if available in the village. This team can coordinate with the government to avail the facilities for rescue and evacuation, both in terms of rescue training, rescue infrastructure and equipment and ensuring the alertness of the rescue team of the government.

There can also be a First Aid and Medical Group, with equal numbers of men and women, Those with some knowledge of nursing (such as trained dais and AWW/ ANM) will be preferable.