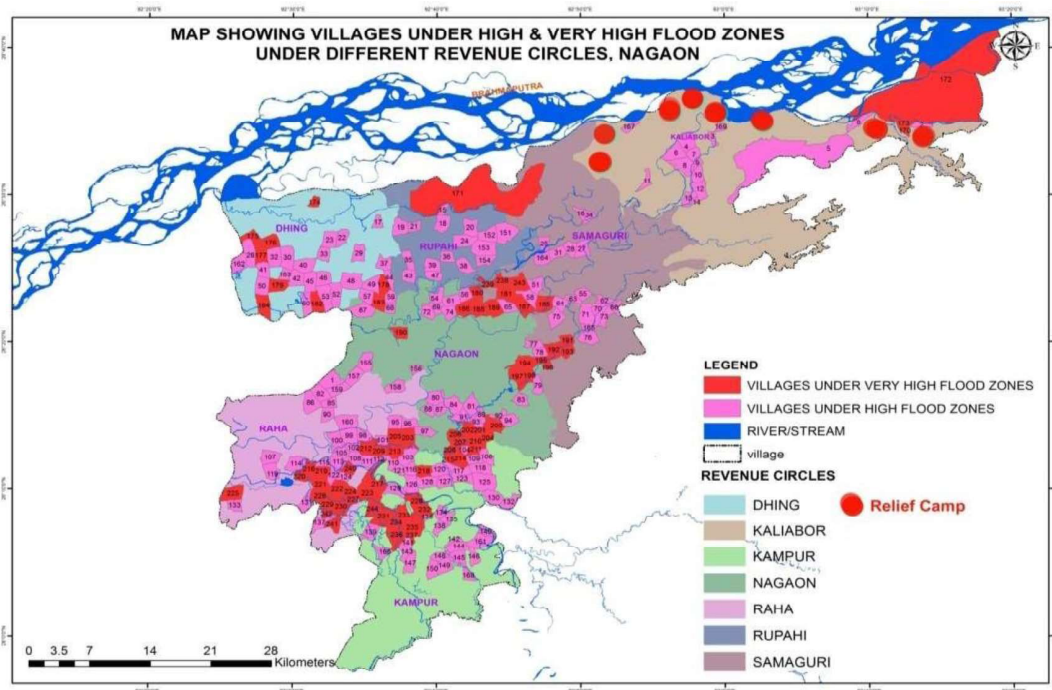




सत्यमेव जयते

Government of Assam  
OFFICE OF THE DISTRICT COMMISSIONER  
:: NAGAON ::

# DISTRICT DISASTER MANAGEMENT PLAN 2026-27



## District Disaster Management Authority, Nagaon

DISTRICT EMERGENCY OPERATION CENTRE  
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## PREFACE

The District Disaster Management Plan (DDMP) is the first-hand guiding principle for disaster management in the district. It will play a vital role to cope up with unseen natural fury that occurs in the district effectively. The information available in DDMP is valuable in terms of its use throughout the DM cycle. Based on the history of various disasters that occur in the district, the plan has been so designed as an action plan, rather than a resource book. Utmost attention has been paid to make it handy, precise rather than bulky one. This plan has been prepared which is based on the guidelines provided by National Institute of Disaster Management (NIDM). While preparing this plan, the most of issues, relevant to crisis management, have been carefully dealt with. Effort have been made to collect and develop this plan to make more applicable and effective to handle any type of disaster in the district.

The DDMP will strengthen the efforts of the administration in the management of the disaster in the district. It clearly earmarks the role and responsibility of various task force by giving full exposure about the risk analysis, vulnerability and identify the various resource inventory available in the district, providing full information to access of organization, technology and human resources. The DDMP made preparedness and mitigation strategies in order to minimize the risk of any hazards in the district. It rightly analyses the capacities of the district in terms of resources, skilled manpower, empowered community volunteers force etc. in order to give prompt response at the time of disaster.

I fervently hope that DDMP would be highly useful not only for District Administration but also for all line Department and stakeholders such as NGOs, CBOs, Civil Society and Grass root organizations to provide the efficient and effective service to the public at the time of calamity. It could also be very useful for various National and International Humanitarian organization to carry out special relief and rehabilitation programme in the district. For successful implementation of various strategies of DDMP, it is essential to work in more co-operative and Co-ordinated way with District Administration.

Dated:

Digitally signed by  
DEVASHISH SHARMA  
District Commissioner  
Nagaon  
Date: 14-05-2026  
17:18:02

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## Glossary of Key Terms

<b>Capacity</b>	The combination of all the strengths, attributes and resources available within a community, society or organization that can be used to achieve agreed goals.
<b>Climate Change</b>	The Inter-governmental Panel on Climate Change (IPCC) defines climate change as: " a change in the state of the climate that can be identified (e.g. by using statistical tests) by changes in the mean and/or the variability of its properties, and that persists for an extended period, typically decades or longer. Climate change may be due to natural internal processes or external forcing or to persistent anthropogenic changes in the composition of the atmosphere or in land use".
<b>Critical facilities/infrastructure</b>	The primary physical structures, technical facilities and systems which are socially, economically or operationally essential to the functioning of a society or community, both in routine circumstances and in the extreme circumstances of an emergency.
<b>Disaster</b>	'Disaster' means a catastrophe, mishap, calamity or grave occurrence in an area, arising from natural or manmade causes, or by accident or negligence which results in substantial loss of life or human suffering or damage to, and destruction of property, or damage to magnitude as to be beyond the coping capacity of the community of the affected area.
<b>Disaster Management</b>	'Disaster management' means a continuous and integrated process of planning, organizing, coordinating and implementing measures which are necessary or expedient for- -Prevention of danger or threat of any disaster, Mitigation or reduction of risk of any disaster or its severity or consequences; Capacity building; Preparedness to deal with any disaster; Prompt response to any threatening disaster situation or disaster; Assessing the severity or magnitude of effects of any disaster; Evacuation, rescue and relief; Rehabilitation and reconstruction
<b>Disaster risk reduction</b>	DRR is the concept and practice of reducing disaster risks through systematic efforts to analyses and manage the causal factors of disaster, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events.

<b>Early warning system</b>	The set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss.
<b>Exposure</b>	People, property, systems, or other elements present in hazard zones that are thereby subject to potential losses.
<b>Hazard</b>	A dangerous phenomenon, substances, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihoods and services, social or economic disruption, or environmental damage.
<b>Mitigation</b>	The lessening or limitation of the adverse impacts of hazards and related disasters.
<b>Preparedness</b>	The Knowledge and capacities developed by governments, professionals response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from, the impacts of likely, imminent or current hazard events or conditions.
<b>Prevention</b>	The outright avoidance of adverse impacts of hazards and related disasters.
<b>Recovery</b>	The restoration, and improvement where appropriate, of facilities, livelihoods and living conditions of disaster affected communities, including efforts to reduce disaster risk factors.
<b>Response</b>	The provision of emergency services and public assistance during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected.
<b>Risk</b>	The combination of the probability of an event and its negative consequences.
<b>Risk assessment</b>	A methodology to determine the nature and extent of risk by analysing potential hazards and evaluating existing conditions of vulnerability that together could potentially harm exposed people, property, services, livelihoods and the environment on which they depend.
<b>Structural and non-structural measures</b>	Structural measures : Any physical construction to reduce or avoid possible impacts of hazards or application of engineering techniques to achieve hazard-resistance resilience in structures or systems; Non-structural measures: Any measure not involving physical construction that uses knowledge, practice or agreement to reduce risks and impacts, in particular through policies and laws, public awareness raising, training and education.
<b>Vulnerability</b>	The characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard.

## **Abbreviations:**

ASDMA	:	Assam State Disaster management Authority
ASDMP	:	Assam State Disaster Management Plan
AAR	:	After Action Report
CBOs	:	Community Base Organizations
CWC	:	Central Water Commission
DM	:	Disaster Management
DDMA	:	District Disaster Management Authority
DPR	:	Detailed Project Report
DEOC	:	District Emergency Operation Centre
ESF	:	Emergency Support Function
EWS	:	Early Warning System
FLEWS	:	Flood Early Warning System
IMD	:	Indian Meteorological Department
IMO	:	Information and Media Officer
IAP	:	Incident action Plan
IRT	:	Incident Response Team
LO	:	Liaison Officer
NGOs	:	Non-Governmental Organization
NDRF	:	National Disaster Response Force
SEC	:	State Executive Committee
SOP	:	Standard Operating Procedures
SAR	:	Search and Rescue
PRI	:	Panchayati Raj Institution

## CHAPTER-I

### Introduction

#### 1.1 Background:

A dangerous condition or events that threaten or have the potential for causing injury to life or damage to property or the environment is called **Hazard**. Hazards can be categorised in many ways. But based on their origin, worldwide they are basically grouped in two broad headings:-

1. **Natural Hazard:**

Hazards with Meteorological, geological or even biological origin.

2. **Un-Natural Hazard:**

Hazards with Human Caused or Technological origin.

It is also important to know that Natural Phenomena are extreme Climatologically, Hydrological or Geological processes that do not pose any threat to human or property. For example, a massive earthquake in an unpopulated area is a natural phenomena but not a hazard. It is when these natural phenomena interact with human population or fragile areas which causes wide spread damage. The population which are prone to these natural phenomena are called **Vulnerable** to hazards.

A disaster is the output of a hazard such as earthquake, flood, landslide or cyclone coinciding with a vulnerable situation, which may include communities, cities or villages. Without vulnerability or hazard there is no disaster. A disaster happens when vulnerability and hazard meet.

India is a vast country and is prone to many hazards. In the meantime India has experienced the disaster like tsunami in 2008, great earthquakes like Assam-1950, Gujarat- 1992, Sikkim-2011, Super cyclones of Orissa, unexpected flash flood of Mumbai ect. Considering such situation Government of India already has passed the Disaster Management Act on 23<sup>rd</sup> December, 2005 in the Parliament. After this Act, disaster is no more confined to any particular department rather it is confined to all departments. This act enables the state government to form disaster management authority at the state level and make it more effective and specific.

#### 3. Brief History of the District :

During the reign of the Ahom King Pratap Singha (1603-1641 A.D.) the Kacharis attacked his kingdom and advanced as far as Kaliabor when the people in the area between Kaliabor and Raha fled in panic leaving hearth and home. Shortly after expulsion of the Kacharis from the Ahom Kingdom, the king deputed one officer named Momai Tamuli Barbarua to reconstruct the area. "The Barbarua established new villages, or resettled them with the repatriated fugitives. This new settlement was therefore called Nagaon or a new village settlement, a name still adopted to designate the district".

The thickly populated parts of the present day Nagaon, earlier spelt as Nowgong, were amongst the chosen targets of violence during the subsequent Burmese rule in the late 1810s. There was no leadership to organize resistance movement against the Burmese. The people heaved a sigh of relief when the British came down heavily on the Burmese and compelled them to withdraw from Assam. Following the treaty of Yandaboo in 1826, this area of the province passed off silently into the hands of the British. Nagaon was carved out as a separate district administrative unit in 1832. It took a couple of years before the British finally settled on the present site on the bank of the Kollong River as the district headquarters in 1839. The district headquarters was called Nagaon and gradually it emerged into a town. It became a municipality in 1893.

At the social level, a great majority of the people were the Vaishnavites. Sankardeva, the great saint of the Bhakti movement era was born at Bordowa, at a distance of fifteen kilometres from the district headquarters. His life and work had been social exemplifiers and one can feel the long shadow of his influence even in the remotest part of the district.

Conscious of its strategic location, the administration of the district was always entrusted to officers of extraordinary merit. A local peasant uprising at Phulaguri in 1861 against government's taxation policy was enough of an indication that the peasantry was not altogether a stolid and docile lot. The peasantry was also an active participant in the various stages of the national struggle for freedom.

The entire credit of introducing modern education in the district goes to Christian Missionaries. Of them, the name of Miles Bronson, the American missionary, shines as brilliantly as ever. The apostle of the new age Anandaram Dhekial Phukan spent the best part of his life at Nagaon, His spiritual successor Gunabhiram Barua also worked in Nagaon for about two decades.

At one time, a large chunk of the Naga Hills, the Mikir Hills and North Cachar Hills were part of the district. With the passage of time, they were sliced away to form separate districts.

Nagaon follows the pattern of any other district of the Lower Provinces east of the Ganges. It is basically a rural conglomerate of agricultural population.

## **1.2 Importance of Multi Hazard Management Plan:**

Any kind of disaster be it man made or natural leads to immense loss of life including that of animal being and property. It causes serious disruption in the existing trend in the society and thereby causes serious social disorder. It poses severe threats to the developmental process of state or a country. Apprehending such kind of disaster a proper disaster preparedness and mitigation plan is very essential. Such a plan will not only help for disaster mitigation but at the same time it seeks to help in preventing some kind of disasters indeed. A meaningful developmental project or even a plan can then only sustain when it is people oriented i.e. a community based plan with every support from administration.

DISTRICT LEVEL DISASTER MANAGEMENT PLAN seeks to help in-

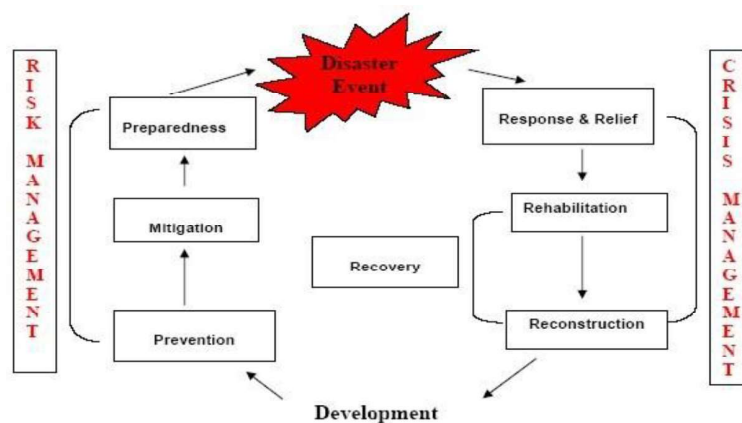
- Economizing of existing resources
- Quick and speedy response by administration as well as individuals
- Help us in understanding strength, weakness, opportunity and threat within the district and thereby help us in strategizing and implementing timely preparedness and mitigation activities
- Help us to learn from the past.
- Long term impact
- To know the vulnerability of the district
- Mapping of the vulnerable zones
- To strengthen information and communication system for better management
- Resources - to be controlled and maximize
- Local resources utilization

**The main features of multi-hazard plan are: -**

1. It gives importance to all the disasters equally and helps to mitigate the situation beforehand.
2. All the departments are assigned with their proper role and responsibilities, which are clearly indicated in the SOPs.
3. The District administration has to be alert round the year as disasters may occur anytime, anywhere in the district, irrespective of time and location.

**Disaster Management Cycle:-**

In multi-hazard response plan, the disaster management cycle has a significant role to play. The four stages of disaster cycle have their own importance in terms of their implementation during, after and before the occurrence of any disaster.



**The Disaster Management Cycle**

**Pre-disaster or Risk Management Phase:-**

Risk reduction activities, preparedness and mitigation come before disaster occurs. Preparedness and mitigation largely deals with the issues that reduce the risk of loss of life and property caused by the disasters by capacity building programmes. These activities take place during the normal time.

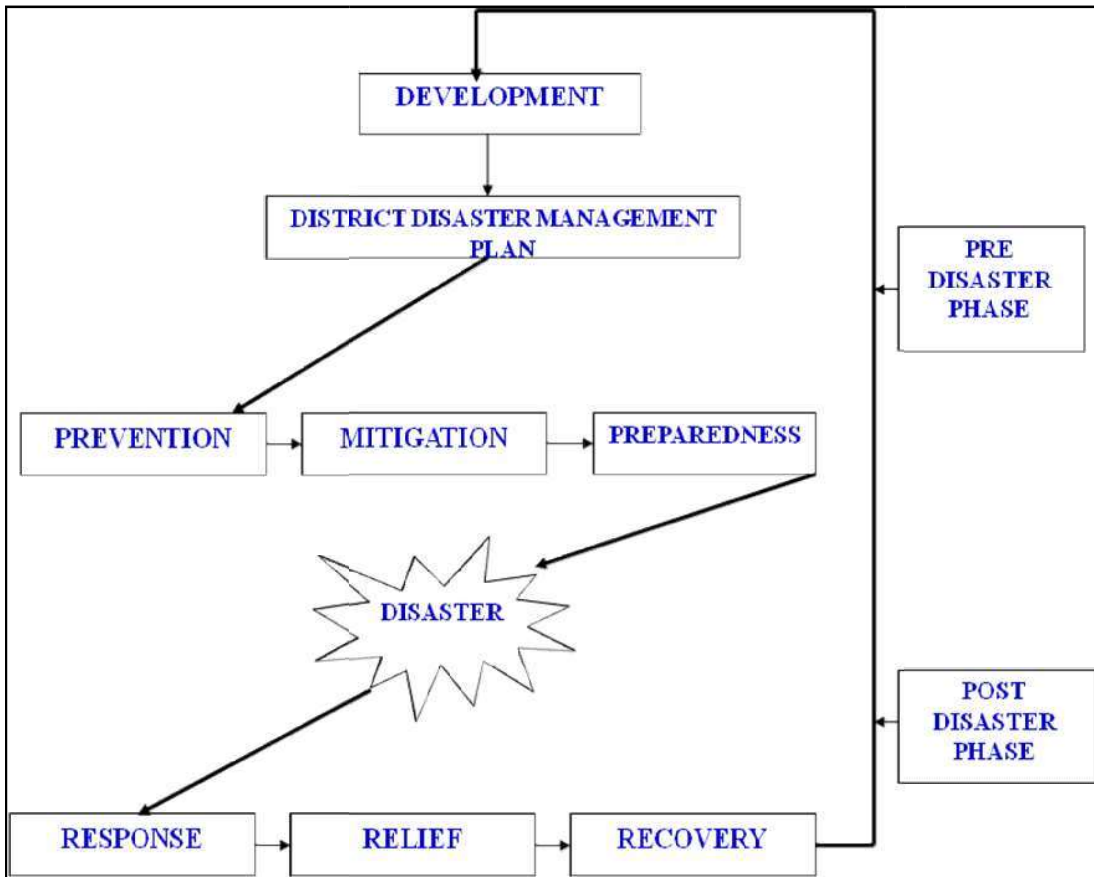
**Post- Disaster or Crisis Management Phase:-**

Response and recovery phases start after the occurrence of any disaster. Response basically deals with relief and rescue operations that take place immediately after disaster. Whereas, reconstruction and rehabilitation includes in recovery phase and continues immediately after relief and rescue operations, till the life of people becomes normal.

**1.3 Objectives of the plan:**

The objectives behind the preparation of the District Disaster Management Plan is

- ❑ To mitigate impact of natural and man-made disasters through preparedness at District, Block and Village level.
- ❑ The District Disaster Management Plan (DDMP) helps to bring together the information related to equipment's, skilled manpower and critical supplies available in the district.
- ❑ It helps to know the standard operating procedures of various departments at the time of disaster. The role and responsibility of each and every line department as well as the officers can be detected at the time of disaster.
- ❑ It helps the district administration to assess its own capacity in terms of available resources and get ready to mitigate any unexpected disaster effectively and to prevent the loss of human lives and property through preparedness, prevention & mitigation of disasters.
- ❑ To assist the line departments, block administration, communities in developing compatible skills for disaster preparedness and management.
- ❑ To disseminate factual information in a timely, accurate and tactful manner while maintaining necessary confidentiality.
- ❑ To develop immediate and long-term support plans for vulnerable people in/during disasters.
- ❑ To have response system in place to face any eventuality.



**Function of The District Disaster Management Plan**

## CHAPTER-II

### District Profile

#### 2.1 Location, General Boundaries, Total area and Population:

The district of Nagaon which is situated on the south bank of the Brahmaputra occupies a central geographical position in the state of Assam. The district lies between 25° 45' and 26° 04' North Latitudes and 91° 50' and 93° 02' East Longitudes. On the north it is bounded by the River Brahmaputra, on the east by Golaghat and Karbi Anglong district and by portions of Meghalaya State and North Cachar Hills and on the west by the district Kamrup and portions of Meghalaya State. The district covered an area of 4002 Sq. km. [8, 39,110 Hect.].

#### 2.2 Geology and Geomorphology:- River System and Water Resources

##### i) The Brahmaputra River:

The principal river is the Brahmaputra which flows along the entire northern boundary of the district and the whole drainage of the district ultimately finds its way to it. A huge quantity of suspended matters and sediments is carried by the river. Any obstruction to the current gives rise to an almond shaped Chapari or sandbank. These operations of alluvium and diluvium are continually carried on in a massive scale by the Brahmaputra. Its main tributaries in the district are the Kolong, Kopili, Sonai, and Nanoi etc.

##### ii) The Kolong River:

The Kolong takes off from the Brahmaputra about thirteen kilometers north-east of Silghat and after flowing a tortuous course through the middle of the district passes Kaliabor, Nagaon, Raha and Jagi. It re-joins the parent stream at Kajalimukh about twenty four Kilometres above Guwahati.

##### iii) The Kopili River:

The Kopili River which rises in the Jaintia Hills (Meghalaya) flows north and north-east winding through the Jaintia Hills and North Cachar Hills. It is joined by the Doiang River below the foothills and the combined channel flows in a north-westerly direction. At Jamunamukh in Nagaon district it is met by its eastern tributary the Jamuna and flows past Raha after taking a westerly turn. Here it is joined by a branch channel with the Kolong River and at Jagi, It finally meets the main stream of the Kolong after a course of 262 Kms. from its origin.

##### iv) The Nanoi River:

The Nanoi River originates from the Chapanalla Hills and flows through the plains of Nagaon district. After a course in the plains the river flows parallel to the Kolong River for some distance and ultimately falls into the river Haria at Doorigaon at which place both the rivers combine together and flow to meet the Kolong near Raha.

## 2.3 Forest:-

### I) Kaziranaga National Park (Part) :-

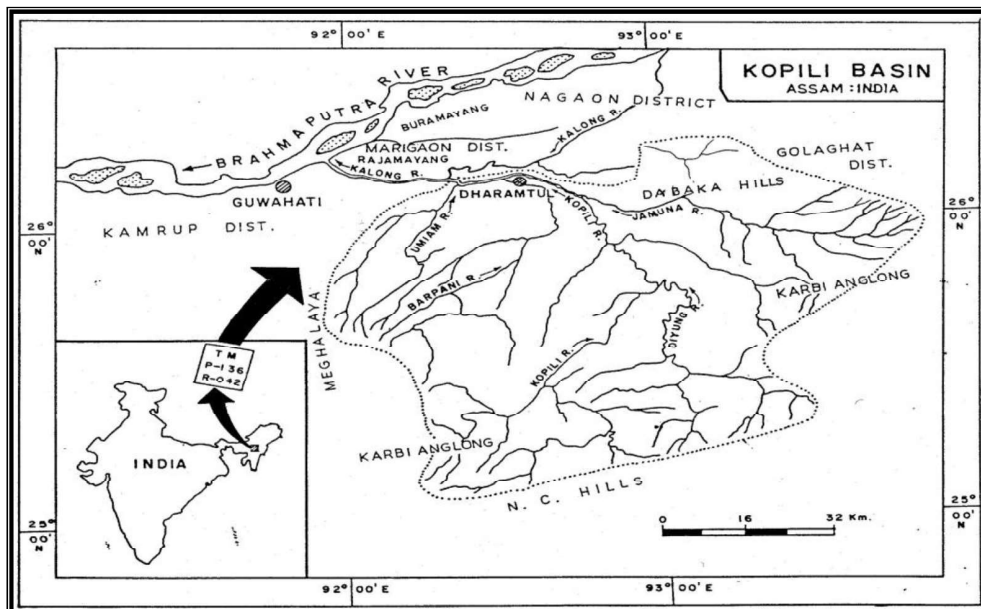
Kaziranga is a national park in the Golaghat and Nagaon districts of the state of Assam, India. A World Heritage Site, the park hosts two-thirds of the world's Great One-horned Rhinoceroses. Kaziranga boasts the highest density of tigers among protected areas in the world and was declared a Tiger Reserve in 2006. The park is home to large breeding populations of elephants, wild water buffalo, and swamp deer. Kaziranga is recognized as an *Important Bird Area* by Birdlife International for conservation of avifaunal species. Compared to other protected areas in India, Kaziranga has achieved notable success in wildlife conservation. Located on the edge of the Himalaya biodiversity, the park combines high species diversity and visibility.

### ii) Lowkhowa Avayaranya :-

The Lawkhowa Wildlife Sanctuary is situated at Lowkhowa namely covering an area of 70 km<sup>2</sup> at a distance of 25 km from Nagaon Town. Its main attraction is the Great Indian One-horned Rhinoceros. Other animals are Tiger, Leopard, Asiatic Buffalo, Wild Boar, Civet Cat, Leopard Cat, Hog Deer etc. Various species of birds and reptiles are also found in Laokhowa STATE RESERVE FORESTS:

### iii) Highest waterfalls :-

The district is dotted with famous falls namely Champawati Kunda is situated in Chapanala at a distance of 25 km from Nagaon.





**Kollong River near Source (Hatimura in Jakhlabandha),**  
(Courtesy: - Survey of India Topographical Map)



**Kollong River near Nagaon Town**  
(Courtesy: - Survey of India Topographical Map)

#### **2.4 Climate and Rainfall:-**

The climate of this district is characterized by a highly humid atmosphere all through the year. The rainfall is seasonal and occurs in summer season. The cold season is from December to February. This is followed by the pre-monsoon season of thunderstorms from March to May. The period from June to about the beginning of October is the southwest monsoon season.

Records of Rainfall in the district are available for eleven stations for periods ranging from forty to fifty years. The average annual rainfall in the district was 4422.6 mm in 2016. The rainfall in the district generally increases from the south

#### **2.5 Major Industries:-**

The district of Nagaon is practically dependent on agriculture and industry has not yet assumed a dominant role in employment generation.

Tea Manufacturing is the predominant industry in the district. In the medium scale industry sector, in addition to Tea Industry, Assam Co-operative Jute Mill Ltd., Kampur co-operative Sugar Mill, Katimari Weaving Project and Sack Craft paper project at Dhing are the main Industrial projects taken up in Co-operative and State sector. Whereas the Jute Mill at Silghat is flourishing, the Kampur Sugar mill has been struggling.

There is good scope for agro-based industries including pisciculture and sericulture. But there are identified weaknesses that includes - Power shortage, Seasonal floods, Shortage of Industrial Labour, Lack of practical Entrepreneurial development/motivation, Lack of practical exposure for perspective entrepreneurs to the development of the various economic activities elsewhere.

#### **2.6 Socio Economic Features (Agriculture and Irrigation):-**

Agriculture plays an important role in the economy of the district and about 85% of the rural population directly depends on agriculture for their livelihood. The district has a medium to high cropping intensity and more intensive and diversified farming systems in comparison to the other zone. The major field crops are rice (Sali, and Ahu) Black gram, Aarahar, Lentil, Pea, Maize, Rape & Mustard, Wheat, etc. Horticultural crops include vegetables like Cole crops, Brinjal, Tomato, Potato, chilli, Cucurbits, Onion, Garlic, Turmeric, Ginger etc. Important plantation crops are Areca nut, Coconut, Bamboo etc. Banana, pineapple, litchi, citrus etc. are major commercially cultivated fruit crops of the district. Rain fed farming is generally followed by the farmers and only approx 2% of the cultivated area is brought under irrigation through canal, lift irrigation and S.T.W. There are a few natural Beels where fish grows naturally and generally fish cultivation is done in community tanks or ponds and low lying areas. Cattle, goat, pig and poultry are the major livestock of the district. However, there has been considerable yield gap in both agriculture and allied sectors due to gap in adoption of scientific technology. The infrastructure facilities like supply of input, marketing, institutional credit and extension services are still inadequate. Gradual degradation of natural resources such as soil and water is also noticed due to adoption of inappropriate agricultural practices. Therefore, conservation of these resources needs to be prioritized through adoption of sustainable land use system.

<b>Agriculture</b>	<b>Irrigation</b>
Total Geographical area:- 3,831 sq. km. Gross Cropped area: 286872 ha Net Cropped Area: 271285 ha	Total Irrigated area: 13,461 Ha Major: 4980 Ha Medium: 5896 Ha, Minor: 450 Ha
% of Agriculture worker: 87.98%	STW: 328 Ha
Cropping Intensity: 192%	Pond: 560 Ha
No of Progeny Orchard: 14 No of Seed Farm: 3	
Area under Horticulture Crop: 16958 Ha Area under Rice Cultivation: 1,20,105 Ha	

### **2.7 Roads and Communication:**

The district is well connected with other district through various routes. On the north it is covered by NH- 36 and on the east by NH-39. The internal routes are covered by P.W.D.

## CHAPTER-III

### Hazard and Vulnerability Analysis

#### 3.1 History of disasters in the district:

Type Of Event	Year Of Occurrence															
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Flood	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cyclone	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Earthquake						Yes	Yes					Yes		Yes		Yes
Major Epidemics											Yes	Yes				
Manmade Disaster (Fire)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Other																

#### 3.2 Brief Flood History of the State

The tributaries of the Brahmaputra have widely divergent characteristics in the district. 45 per cent of Assam's total area is flood-prone. The Brahmaputra River with its 34 tributaries causes regular floods in the state. The average annual rainfall in the state is 1662.2 mm. Ninety per cent of the heavy downpour occurs in the months of April-September. In 1999, more than 200 villages were inundated, and 0.27 million people in 749 villages of 10 districts were affected. In the year (2001), 94,382 people in 12 districts and 483 villages were severely affected. Road and rail communication was cut off in many districts. In 2000 alone, 3 million people lost their homes and vast stretches of paddy were swallowed by floodwaters. During 2002 floods 41 people have lost their lives, 19,827 houses damaged and 0.3 million hectares of cropped land has been affected. During 2003, 30 people have lost their lives, 4660 houses have been damaged, and 0.2 million hectares cropped area has been affected.

#### 3.3 FLOODS IN NAGAON

In the year 2004 three devastating waves of flood occurred and created havoc among the vulnerable population of the district. In that year, flood waters of Kopili inundated many areas in Kampur and Raha circles. On 8-10-04, National Highway was overtopped at Nellie. However, one RCC Bridge was badly affected on 10-10-04 morning after which vehicular traffic between Guwahati and Upper Assam was totally disrupted. In Nagaon district, road communication has been disrupted at Kampur-Baithalangshu, Kampur-Bakulguri, Kampur - Kathiatoli as the NH-37 damaged at Raha due to RCC bridge collapse. Army help has been sought for restoration. In the district about five lakh people were affected by the flood in the year 2004.

In the month of July, 2017, Nagaon district experienced flood. Though the impact of the first wave of flood was not so high. So far as damage of infrastructure is concerned, a large part of the district was inundated by flood water. The flood water started receding in the third week of July but the river Brahmaputra, its tributaries, all other water bodies were in their full capacity.

Torrential rain started again during the 1<sup>st</sup> week of August and continued upto the mid August from August 2<sup>nd</sup> to August 14<sup>th</sup>, the district experienced 646.6 mm of rainfall leading to filling up of all water bodies. The mighty Brahmaputra was flooding at 68.19 M against danger level at Silghat 67.00M on 13<sup>th</sup> August, 2017 at 1.55 AM. Unfortunately, one of the most important dyke called Hatimura Dyke was breached (30 M) at 1.55 Am on 13<sup>th</sup> August, 2017 leading to excessive out flow from Brahmaputra river and suddenly submerged almost the whole of Kaliabor sub division.

### **Causes of Flood In Nagaon District 2022:**

In the 1<sup>st</sup> wave of flood, due to incessant rainfall in the upstream catchment area and high discharge through the Khandong Dam & Umrong Dam (Kopilli Hydro Electric Project) in the River Kopilli, the flood water of river Kopilli (Kampur gauge site) attains highest 62.17 M on 18/05/2022 (8.00 pm), which is 38 cm more than ever recorded highest Water Level of 61.79 M in 2004 against Danger Level of 60.50m, breaking all previous years flood. In the 1<sup>st</sup> wave the dyke system of Kopilli, Kollong, Nonoi, Haria, under Nagaon district have been damaged. Boiling, leakage, seepage, erosion, slump down etc were attended immediately to save the dyke.

After slight receding of flood, 2<sup>nd</sup> wave started back to back. River Kopilli at Kampur, attains Highest Water Level 62.20 m on 18/06/22; 3 cm more than last May month 1<sup>st</sup> wave highest and 41 cm above ever recorded highest of 2004.

This 2<sup>nd</sup> wave of flood, the most destruction occurred by river Kollong. At Raha, during 1<sup>st</sup> wave May month flood, highest WL was 60.42m against DL of 59.10m (1.32m above DL). But during 2<sup>nd</sup> wave, it attains Highest WL of 61.24m, 82 cm more than 1<sup>st</sup> wave Highest WL and 2.14m above DL and 1.05 m above ever recorded flood of 2004 (60.19m).

These 2(two) back-to-back record breaking flood almost continuously for 45 days causes severe damages to very old embankment system. The soil condition becomes highly saturated and critical of these old dykes to hold continuous heavy thrust of such type of high flood.

### **Causes of Flood In Nagaon District 2024 :**

The 2024 flood in Nagaon District was the result of a combination of natural events and structural failures that occurred simultaneously, leading to a severe disaster. Continuous heavy rainfall in the upper catchment area of the Kopili River caused a significant rise in water levels, pushing the river beyond its normal capacity. This consistent rainfall over several days laid the foundation for flooding in downstream regions.

The situation escalated on 30th May 2024, when the Kopili Hydro Electric Power Project released approximately 4500 cubic meters per second (cumecs) of water—its highest recorded discharge. This sudden release added a large volume of water to an already swollen river system. Simultaneously, the Karbi Langpi Hydro Electric Project (KLEP), located in West Karbi Anglong, also released water, further contributing to the rising water levels and flood risk in the region.

Adding to the problem was a general rise in the water level of the Brahmaputra River, which flows through Assam. The increased flow in the Brahmaputra reduced the capacity of tributaries like the Kopili to drain properly, resulting in waterlogging and increased flooding in adjoining areas such as Nagaon.

A major structural failure further intensified the flood's impact—the breach of the Hatimura embankment at Jakhlbandha. This embankment acted as a protective barrier for several vulnerable areas in Nagaon District. Once it broke, floodwaters

entered low-lying villages and agricultural lands, causing widespread damage, displacement, and disruption to daily life.

Thus, the 2024 flood in Nagaon was the outcome of multiple interlinked causes: excessive rainfall, discharge of water from the hydroelectric projects, and embankment failure. Together, these factors overwhelmed the region's flood management infrastructure, leading to widespread devastation. The disaster highlighted the urgent need for better coordination in water resource management, real-time monitoring systems, and the strengthening of flood protection measures across Assam.

### **Causes of Flood In Nagaon District 2025 :**

In 2025, severe flooding in Kaliabor affected a total of 23 villages due to heavy rainfall that caused the Brahmaputra River and the Dizu River to overflow. Riverside villages such as Borghuli No.1, Borghuli No.2, Borghuli No.3, Borghuli No.4, Bhurbandha No.1, Bhurbandha No.2, Harmati No.1, Na-Jan, Gakhirkhaity No.1, Bihdubi No.2, and Kuthari were significantly impacted, while in the Dizu Valley, areas including Salbari, Kalapani, Borghat T.E. Nos. 1, 2, and 3, Roumari Doloni, Roumari Bill, Boraligaon, Kellyden, Niz Missamukh, and Dijuvelly experienced extensive waterlogging and damage.

#### **3.4 Urban Flooding**

Towns have grown faster on account of increase/influx of population. Owing to lack of regulation/control, there has been considerable encroachment of flood plains. Damages become serious as a result of inadequate capacity of storm water drainage system. The problem of urban flooding has become serious. Nagaon regularly experiences urban flooding which causes disruption of normal life every year.

#### **3.5 Water-logging**

The plain areas of the district suffer from the inundation caused by spilling of the River Brahmaputra and its tributaries. In some areas of Nagaon this is an annual phenomenon and the water logging continues for many months each year.

#### **3.6 River Erosion**

The erosion of banks by the rivers and the consequent loss of life and property are major problems. Rivers tend to erode their beds and banks in the hilly regions resulting in the deepening and widening of rivers. The bank line of the

River Brahmaputra is extremely unstable consisting mostly of fine sands and silts. Large scale slumping of river banks takes place when the level falls after a flood. Erosion, therefore, has become a serious problem in Bhurbandha, Rupahihat, Lawkhowa and Dhing area of the district as it eroded the valuable land.

### 3.7 List of Flood prone villages:

#### LIST OF VERY HIGH FLOOD PRONE VILLAGES

Sl. No	Name of Revenue Circle	Name of Village
1	DHING	Roumari Gaon
2		NizDhing Gaon
3		Nam Dumdumia
4		Borbheti
5		Ahomgaon
6		KubaiKatagaon
7		Mairadhwas
8	KALIABOR	Pub Deopani
9		KAZIRANGA R.F.
10		Bandar Dubi
11	KAMPUR	Pub Kawaimari
12		Pachim Kawaimari
13		Boruntoli
14		Pub Khaloibhanga
15		Pachim Khaloibhanga
16		Darangi Gaon
17		Ghilani
18		Puthimari
19		Charaihagi
20		Balichara
21		Marisuti
22		Fakali
23		Uzanmari
24		BiringaAti
25		Missa Mari No.2
26	NAGAON	GendhuaPathar
27		Raidongia
28		Teliagaon
29		Diphalu
30		Palasoni
31		BamunGaon
32		Kamargaon
33		Nedhargaon
34		Chutiagaon
35		Ghugargaon
36		Kachupit
37		Chengmora

38		Gorhagi	
39		Chakorigaon	
40		Uria Grant Gangolu	
41		SukatiPuta Bill	
42		Rangolu Mukh	
43		Loan-motiJallah	
44	RAHA	TubukiBordowa	
45		TapatKaraijalah	
46		Dangari Bill	
47		Dabalu Bill	
48		Nelipar	
49		NizJarabari	
50		DwarikaFakali	
51		Bunduraduba	
52		Cheoguri	
53		Salmara	
54		Chengajan	
55		BajBatamari	
56		BalicharaMikirgaon	
57		KhapariJarani	
58		Jorduba	
59		Dighaliduba	
60		CharaiJuria	
61		DarrangiGaon	
62		Balijuri	
63		Dablongati	
64		RUPAHI	LAOKHOWA R.F.
65		SAMAGURI	Laogaon
66			Owana
67			Panigaon
68			Halowagaon
69			Chalchalijalah
70			DeuriAti
71			AuniatiJalah
72			Dakhin Pat-Khat
73			Rupahi BhakatGaon
74			BelaguriKachari
75	Gereki		

#### LIST OF HIGH FLOOD PRONE VILLAGES

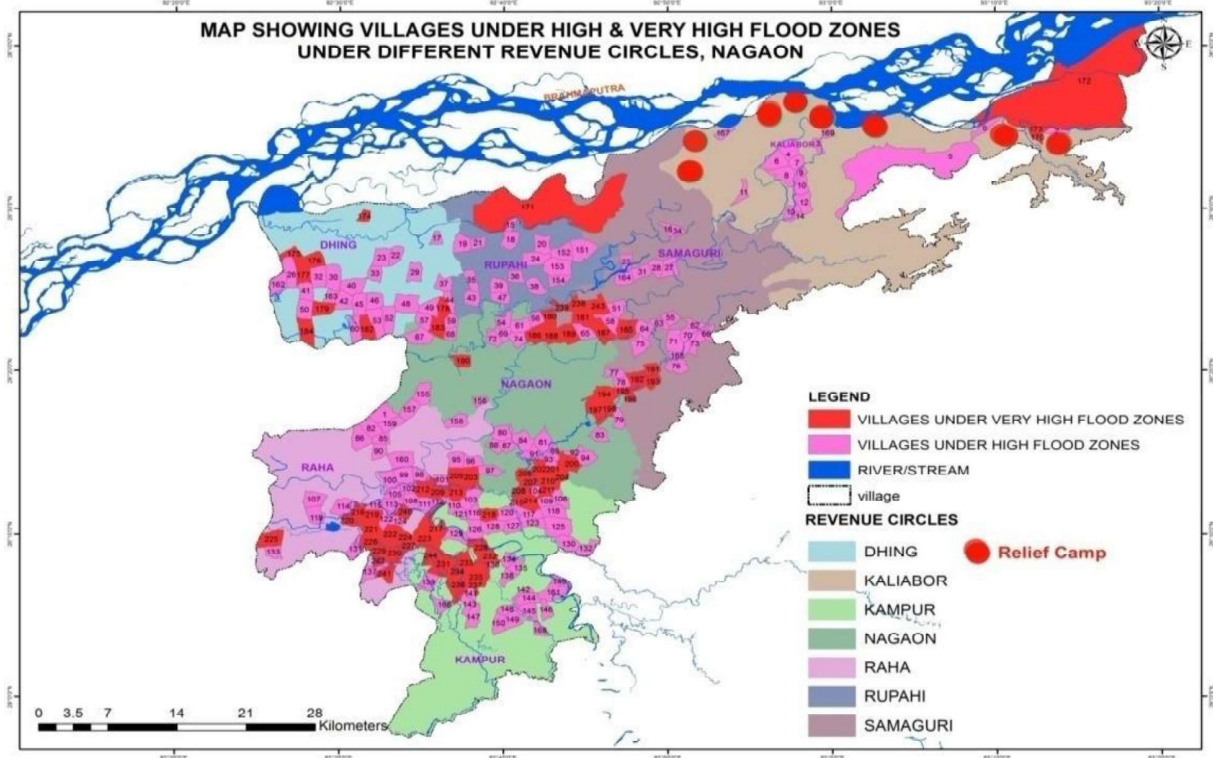
Sl.No	Name of Revenue Circle	Name of Village
1	DHING	PachimMukandaAti
2		Rampur Pam
3		CholaPathar
4		PanbariSatra
5		SonaiberaGaon

6		Sahariagaon
7		Sonarigaon
8		Kadamonigaon
9		Alitangani
10		BherBheri Bill
11		GerekoniBeel
12		Salnabari
13		Amlokhigaon
14		BatadrabaBarbheti
15		Bhumuraguri
16		Bachamari
17		DhaniaBhetiPathar
18		DhaniaBhetiGaon
19		Chamakagaon
20		SalkhatiPathar
21		Bata Bari
22	KALIABOR	Kawaimari
23		Baghmari
24		Mikirgaon
25		Chatialgaon
26		BAGSER R.F.
27		Kuwaritol
28		Dolgaon
29		Darigaji
30		BorpetaDalani
31		BorpetaHabi
32		Kawaimari
33		RowmariDoloni
34		Rowmari Bill
35		NizMissaMukh
36		Gakhirkhaiti No.4
37		Garubandha
38	KAMPUR	Digholi Pather
39		KachariKhanda
40		Jomarmur
41		Mahgarh
42		Bahaka Bari
43		Uttar Narikali
44		Bamunijan
45		PachimKathiatoli
46		Kekuribari
47		DigholiBil
48		TetelisoraGaon
49		PachimNamborLalungGaon
50		NizNarikali
51		Majarati
52		NizKampur
53		Deb Narikali

54		Garubandha
55		SaruPathar
56		DakhinChangchaki
57		GarubatGaon
58		Bagagoroimari
59		Nam Kahonda
60		Garubandha
61		Garukhonda
62		Hatikhuti
63		ManaPathar
64		RamaniPather
65		Dapara
66		Dumaihagi
67		Kuhimari No.2
68		Raja Ali
69		Kachua No.2
70		Chankhola
71		Kandapara
72		Saibok
73		PamilaAti
74		Lutumai N.C.
75	NAGAON	Bhalukmari
76		HatijujuaPathar
77		Rupahigaon
78		Lao gaon
79		AtoatikaPathar
80		Bagariguri Pam
81		Etapara
82		Godharia
83		AibhetiSatra
84		GaraimariPathar
85		KatimatiPather
86		Katimari grant
87		Major Ati
88		Kalajugi
89		Bezarchuk
90		ChotaKandoli No.-1
91		Borjoha
92		Nonoi-Numkuri
93		ChotaKandoli No.-2
94		Bali-Saria Bill
95		Bar-Phakali Bill
96		Afutoli
97		Mikirparuria
98		AlapiaBebejia
99		Uttar Gamarigaon
100		Kuruabahikhat
101		DakhinGamarigaon

102	Singgaon
103	KujidahNamati
104	GariguriBebejia
105	Gohaibari
106	Dimow

### 3.8 FLOOD Hazard MAP of Nagaon district



### 3.9 -Infrastructure Vulnerability against Hazards

Vulnerability	Vulnerability against each hazard							
	Cyclone		Flood		Accidents		Fire	
	Population	Area name	Population	Area name	Population	Area name	Population	Area name
Road network			15,00,000 app	Nagaon Sadar, Raहा, Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas- 2800 sq k.m.	6,25,000 approx	Along NH 36 & 37 and urban area approaching roads.		
Water ways	=	=	=	=	=	=	=	=
Water supply			15,00,000 app	Nagaon Sadar, Raहा, Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas- 2800 sq k.m.				
Hospital			50,000 approx	All Development Block Areas			1500 approx	Civil Hospital Nagaon,
Food			15,00,	Nagaon Sadar, Raहा,			15,00,000	Nagaon

stocks & supplies			000 appx.	Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas- 2800 sq k.m.			app	Sadar, Raha, Kampur, Dhing, Rupahi, Samaguri, Kaliabor, Revenue Circle Areas 2800 sq k.m.
Communication (System)			15,00,000 appx.	Nagaon Sadar, Raha, Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas 2800 sq k.m.				
Embankments			15,00,000 appx,	Nagaon Sadar, Raha, Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas 2800 sq k.m.				
Bridges			15,00,000 appx.	Nagaon Sadar, Raha, Kampur, Dhing, Rupahi, Samaguri, Kaliabor Revenue Circle Areas 2800 sq km				

### 3.10 Embankments and Vulnerable reaches :-

1.

#### 1. Embankments Systems :-

- (a) Hatimura dyke of Brahmautra:-Kaliabor Revenue Circle. Length-3.595km,
- (b) Brahmaputra dyke from Silghat to Dhing – Total length including the ring bunds is **88.845 km**.
- (c) Kopilli L/B dyke from Changchaki to Siuguri :- **28.70 Km**
- (d) Kollong dyke from Phulaguri to Molankata R/B :- **16.00 Km**
- (e) Kollong dyke from Phulaguri to Haibargaon (Phase-II) :- **16.20 Km**
- (f) Embankment along R/B of Nonoi& Haria from Tulshimukh to Hariaghat :- **9.50 Km**
- (g) NTP Dyke on both bank of river Kollong:-**6.272 Km**
- (h) PWD road cum embankment of Titaimari Channel : **2.4 Km L/B**

2. **Flood Gauge Stations** :-**(i) At Silghat for river Brahmaputra**. Danger level – 67.00m.

**(ii) At Kampur** for river Kopilli. Danger level -60.50m.

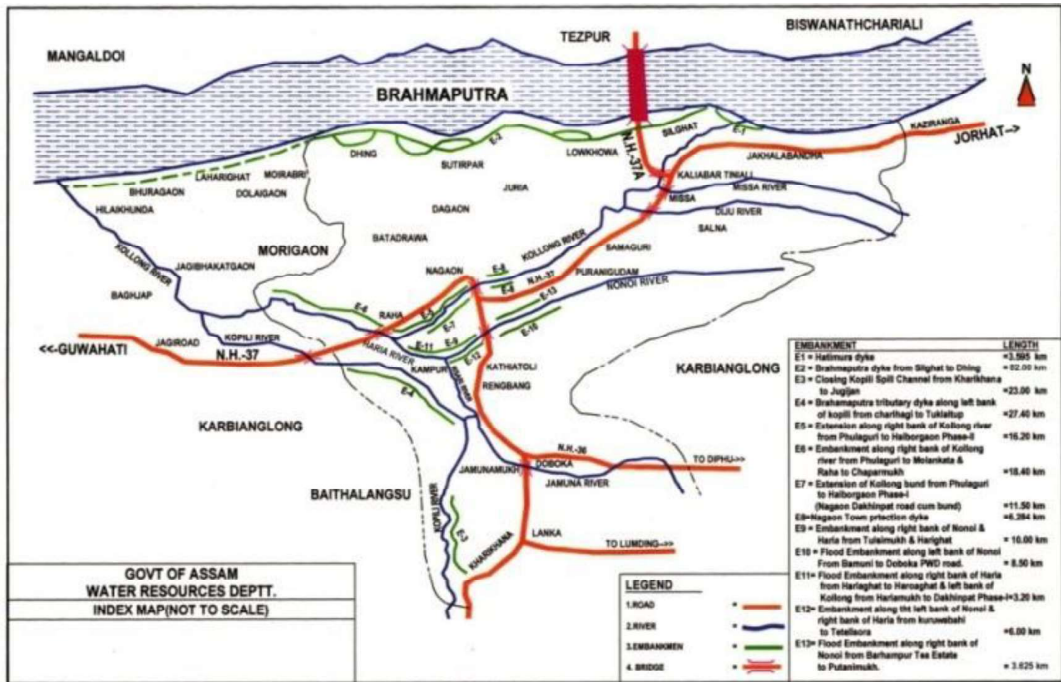
**(iii) At Nagaon** for river Kollong. Danger level-59.14m.

**(iv) At Raha** for river Kollong. Danger level-59.10m

Water levels are recorded during the flood period twice daily at 8 A.M. and 4P.M. in the respective flood gauge stations and sent to the Divisional Control Room and forwarded to District Administration.

**3. Rain Gauge Station** :- At Water Resources Office compound, Nagaon, rainfall is recorded once daily at 8 A.M.

**During flood period** - leakage, seepage, boiling, sloughening, etc. occurs and are attended as soon as possible with the round the clock vigil.



## CHAPTER-IV

### Institutional Mechanism

#### 4.1 The District Disaster Management Authority:

The disaster management will be more effective and sustainable if it is institutionalized. For this purpose Government of India has already passed Disaster Management Act on 23rd December, 2005, where it is clearly outlined that a Disaster Management Authority to be formed at the district level. It will be the apex body at the district level. Disaster management would involve many layers of participating organization. The three focal levels would be State, District and the site of the disaster. The State level agencies would be involved in policy/decisions making, resource and budget allocation and monitoring through the State Emergency Operations Centre. Similarly, at district level a District Disaster Management Authority is already formed for Nagaon district and activated to mitigate any unexpected situation in the district. There are seven members included in this authority.

Sl. No.	Name & Designation	Position
1.	District Commissioner, Nagaon	Chairperson
2.	President, Zilla Parishad, Nagaon	Co-chairperson
3.	Additional District Commissioner, I/C Relief and Disaster Management, Nagaon	Chief Executive Officer (Member Secretary)
4.	Superintendent of Police, Nagaon	Member
5.	Jt. Director, Health Services, Nagaon	Member
6.	Executive Engineer, PWD (R) Nagaon State Road Division, Nagaon	Member
7.	Executive Engineer, PWD (R), Nagaon Rural Road Division, Nagaon	Member
8.	Executive Engineer, Nagaon Water Resources Division, Nagaon	Member
9.	Executive Engineer, Irrigation, Nagaon Division, Nagaon	Member
10.	Executive Engineer, PWD (R), Building Division, Nagaon	Member
11.	Executive Engineer, PHE, Dhing, Nagaon	Member
12.	Executive Engineer, N. H- 37, Nagaon	Member
13.	Executive Engineer, PHE, Nagaon	Member
14.	Executive Engineer, (PWD) Electrical Division, Nagaon	Member
15.	Executive Engineer PWD, Kaliabor Rural Road Division, Jakhalabandha, Nagaon	Member

The District Disaster Management Authority (DDMA) is the apex planning body and executes all the preparedness and mitigation activities in the district. The district level response is coordinated under the guidance of the District Commissioner, who acts as a District Disaster Manager.

The District Disaster Management Authority for Nagaon is Chaired by the District Commissioner and Co-Chaired by President, Zila Parishad, Nagaon. . All the line departments of the district work altogether under the authority towards Disaster Management. All the line departments has their own contingency plan for any disaster situation in the district and respond to such situation in co-ordination with the District Disaster Management Authority and District Disaster Management Plan.

The disaster management plan has been expanded up to the Sub divisional and Revenue Circle level in Nagaon district. The Block level and the village level plan is yet to come up and will be covered up within a short period.

#### **4.2 District Emergency Operation Centre:**

The District Emergency Operation Centre, under the control of the District Commissioner, will be the nerve centre for information flow and communication. It has been set up to monitor, co-ordinate and to implement the actions for disaster management

The District Emergency Operation Centre (DEOC), Nagaon operating round the clock (24x7) established in the D.C.s Office campus will function as flood control room with contact numbers '03672-236827' / '03672-230177' / '1077' (Toll Free) / Email ID: ddmanagaon@gmail.com & deocnagaon@gmail.com

#### **4.3 The Site Operation System during Disaster:**

Depending on the nature of disaster and the type of damage, it may be necessary to set up a number of relief camps and/or cattle camps. In such a situation, the DDMA may decide to set-up a Site Operations Center (SOCs) to reduce the pressure on District Control Room for field coordination. Depending upon the disaster locations and the number of campsites, the DDMA may decide to set-up more than one Site Operations Center. The Site Operations Center and the camps would be wound up after the relief and rehabilitation work is called off or after the relief camps and cattle camps are dismantled, whichever is lat.

#### **4.4 Communication Mechanism:**

On the basis of reports from the possible disaster site, or on the warning from the agencies competent to issue such a warning, or on the receipt of warning or alert from Emergency Operations Center, the District Commissioner will exercise the powers and responsibilities of the District Disaster Manager.

**The list of the agencies competent for issuing warning or alert is given below:**

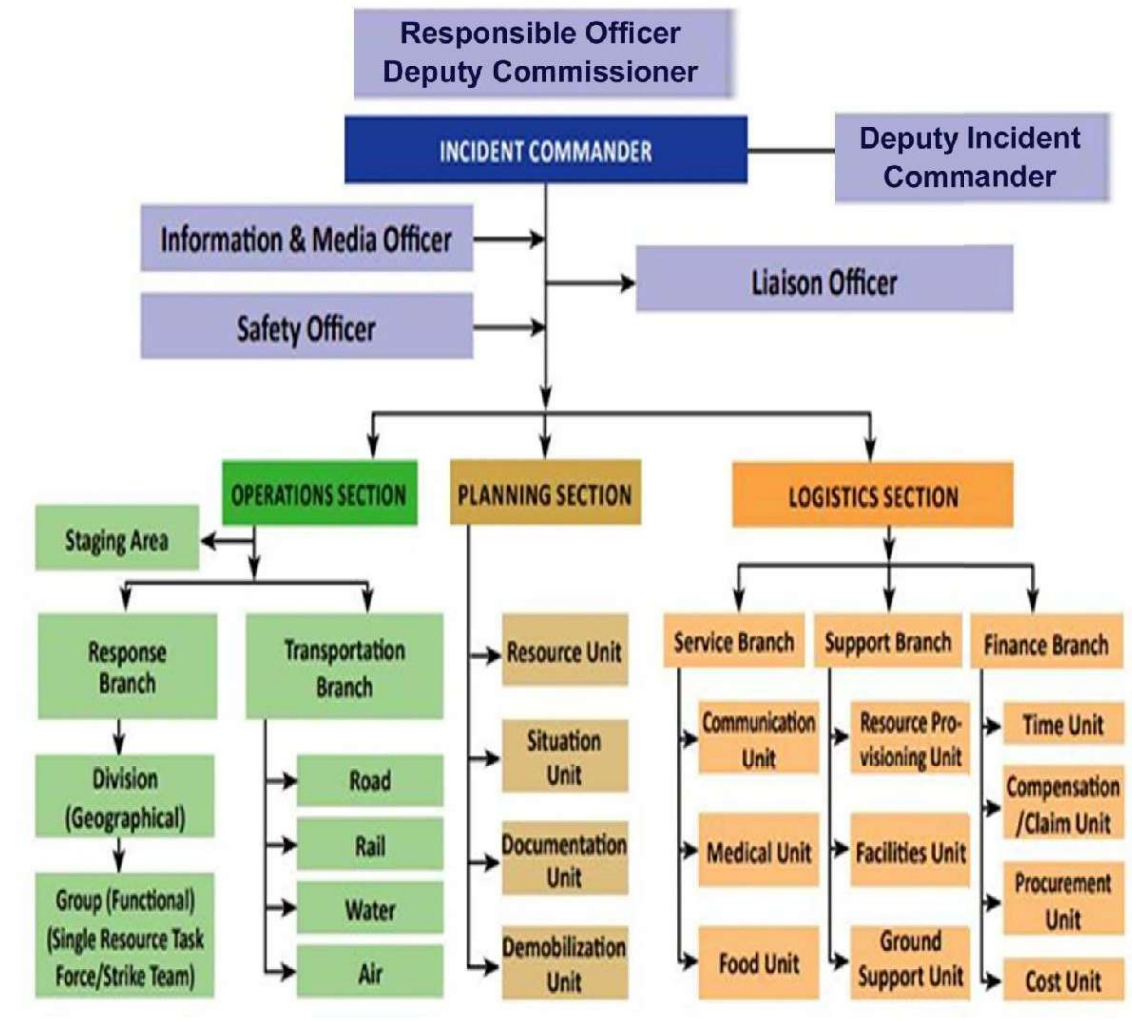
<b>Sl. No</b>	<b>Disaster</b>	<b>Agencies</b>
1	Earthquake	Geological survey of India (Shillong)
2	Flood	ASDMA, Water Resource Department, North East Space Application Center (Shilling, Umiam), Central Water Commission.
3	Cyclone	ASDMA, Indian Meteorological Department (IMD)
4	Epidemics	Health Services
5	Manmade Disaster	Home Department, Fire Service

**The occurrence of the disaster would essentially bring into force the following:**

- ❖ The District Commissioner will activate the District Control Room as the District Disaster Manager.
- ❖ All district level staff from various departments will be under the direction and control of the District Disaster Manager.
- ❖ Leave of all the officers and the staff working with the above organizations, as requisitioned by the District Disaster Manager, would automatically stand cancelled and the organizations would direct their staff to report on duty immediately.
- ❖ The District Disaster Manager may in case of large-scale disasters get in touch with the local Defense units for assistance for rescue, evacuation and emergency relief measures.
- ❖ The District Disaster Manager will have the authority to requisite resources, materials and equipment's from the private sector.
- ❖ The District Disaster Manager will have the power to direct the industry to activate their on-site or off-site disaster management plan.
- ❖ The District Disaster Manager will set-up Site Operation Center/s in the affected area with the desk arrangements.
- ❖ The District Disaster Manager will authorize establishment of transit and /or relief camps, feeding centers and cattle camps.
- ❖ The District Disaster Manager will authorize immediate evacuation whenever necessary.
- ❖ In the event of possibilities of the disasters in the adjoining districts, including those beyond the state borders, the District Disaster Manager will issue the alert warning to them.

#### 4.5 Co-ordination Structure at District Level:-

##### Incident Response Team- District Level



## CHAPTER- V

### Preparedness and Mitigation

In disaster management cycle, preparedness and mitigation are the two important stages before the occurrence of disaster. It has a great importance in reduction of loss of life and property.

#### 5.1 Preparedness:

This protective process embraces measures which enable governments, communities and individuals to respond rapidly to disaster situations to cope with them effectively. Preparedness includes the formulation of viable emergency plans, the development of warning systems, the maintenance of inventories and the training of personnel. It may also embrace search and rescue measures as well as evacuation plans for areas that may be at risk from a recurring disaster. Preparedness therefore is the state of readiness to deal with a threatening disaster situation or disaster and its consequences. All preparedness planning needs to be supported by appropriate legislation with clear allocation of responsibilities and budgetary provisions.

#### 5.2 Mitigation:

Mitigation refers to all actions taken before a disaster to reduce its impacts, including preparedness and long-term risk reduction measures. Mitigation activities fall broadly into two categories:

- 1 Structural mitigation - construction projects which reduce economic and social impacts.
- 2 Non-structural activities - policies and practices which raise awareness of hazards or encourage developments to reduce the impact of disasters.

Mitigation includes reviewing building codes; vulnerability analysis updates; zoning and land-use management and planning; reviewing of building use regulations and safety codes; and implementing preventative health measures. Mitigation can also involve educating businesses and the public on simple measures they can take to reduce loss or injury, for instance fastening bookshelves, water heaters, and filing cabinets to walls to keep them from falling during earthquakes. Ideally, these preventative measures and public education programmes will occur before the disaster.

#### 5.3 Preparedness and Mitigation measures:

##### 5.3.1 General Preparedness Measures:

###### 1. Establishment of the Control Rooms

The district administration is focusing to ensure the round the clock operation of the control rooms in the district. The control rooms are presently run by major line departments at Police, Water Resource, Fire Service, Hospital level and our endeavour is to make it functional at Block and Village level.

## 2. Plan Updation

Disaster Management Plan needs updating at every interval. It includes the skilled manpower, their addresses and contact numbers, necessary equipments, medicinal stock, daily necessities, list of flood prone villages etc. All these things have to be updated after a certain interval of time. The DDMA Nagaon has decided to update the plan on yearly basis.

## 3. Training for Govt. Officials and Disaster Management Team Members:

The Govt. Officials of the line departments of the district should be updated on various aspects of disaster management by organizing regular training programmes for the officials. DDMA, Nagaon visualizes to impart various training programme for the Govt. Officials and the members of various Search & Rescue teams in the district to increase efficacy at the time of need.

## 4. Organization of Mock Drills:

Mock drill is an integral part of the Community based disaster management plan, as it is a preparedness drill to keep the community alert. Mock drills are planned at various level of the community to keep the community updated and active. Mock drill should be organized once in six months as per the seasonality calendar of natural disaster events that is likely to occur.

## 6 Communication:

During disaster communication plays a vital, role in reducing the loss of life and property. For effective and proper communication DDMA has to develop a strong communication system and an inventory of contact numbers of all the concern persons up to the village level has to be prepared. DDMA, Nagaon has set up a control room for any emergency situation and it is equipped with the important contact numbers of the officials of the district which is updated on regular interval of time. Accordingly the other departments like Police, Fire, Medical; Water Resource has also developed their control rooms. DDMA envisage to develop a wireless network within the district up to the village level for better communication in future as when disaster strikes all the present communication systems like mobile network, landline, internet, rail-road network go down.

## 5.4 Main Mitigation Measures:

Type of Sector	Sub-sector	Mitigation measures	Responsible Deptt.	Time Frame
Infrastructure Development	Road	Repair/ Restoration of vulnerable points on Roads	PWD / DRDA	During Normal time and immediately
	Embankment	Repair of vulnerable points in river/ canal	Water Resource /Irrigation / Minor	During Normal time and immediately

	Bridge	Repair/ Restoration of vulnerable	PWD, NH	During Normal time.
	Safe shelters	Ensuring proper maintenance of shelter places, with drinking water and sanitation facility	COs, BDOs, PWD (Buildings), Inspector of Schools	During Normal period.
	Communication	Ensure maintenance and proper functioning of	BSNL	Round the year.
	Drinking water and sanitation	Immediate Response for repair/ replacement of	PHE / Health department.	During Normal time and immediately
	Power	Immediate response for repair of	PWD (Elctl)/ ASEB Diphu	Round the year.
Health / Animal Husbandry	Vaccination	Adequate stock piling of vaccines should be ensured for	CMO, DVO, NGOs.	During Normal time and immediately
	Training	Training programme of common people should be programmed for health care,	CMO,DVO,NG Os	During normal period.
Livelihood Sector	Awareness	Creating awareness among general public during	Leading NGOs.	During Normal Time.
	Agriculture	Alternating cropping pattern/flood resistance crops/ Crop Insurance /Technical	Dy. Director Agriculture.	During Normal time and immediatel yy after disaster.
Insurance	IEC activities	By way of IEC activities through walling posters, street play, village	Agril Dept. /CBO/NGOs	During normal period.
	Livelihood and Life	By way of IEC activities through walling posters, street play, village	By leading NGOs/ CBOs	During normal period.

<p>Planning and Response</p>	<p>Relief/Rehabilitation, Preparedness, Awareness</p>	<p>Regular updation of departmental contingency plan. Community awareness and involvement of NGOs Regular conduct of mock-drill. Co-ordination among diff. agencies and sharing of information.</p>	<p>Line departments, NGOs, CBOs.</p>	<p>During normal time.</p>
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## CHAPTER- VI

### Response Plan:

The aim of emergency response is to provide immediate assistance to maintain life, improve health, and to support the morale of the affected population. Such assistance may range from providing specific but limited aid, such as assisting refugees with transportation, temporary shelter, and food, to establishing semi-permanent settlement in camps and other locations. It also may involve initial repairs to damaged infrastructure. The focus in the response phase is on meeting the basic needs of the people until more permanent and sustainable solutions can be found.

### 6.1 Aims of disaster response:

The overall aims of disaster response are:

- ❖ To ensure the survival of the maximum possible number of victims, keeping them in the best possible health in the circumstances.
- ❖ To re-establish self-sufficiency and essential services as quickly as possible for all population groups, with special attention to those whose needs are greatest: the most vulnerable and underprivileged.
- ❖ To repair or replace damaged infrastructure and regenerate viable economic activities. To do this in a manner that contributes to long term development goals and reduces vulnerability to any future recurrence of potentially damaging hazards.
- ❖ In situations of civil or international conflict, the aim is to protect and assist the civilian population, in close collaboration with National and International agencies.
- ❖ In cases involving population displacements (due to any type of disaster) the aim is to find durable solutions as quickly as possible, while ensuring protection and assistance as necessary in the meantime.

### 6.2 Disaster Response Activities:

#### 6.2.1 Warning:

Warning refers to information concerning the nature of the danger and imminent disaster threats. Warnings must be rapidly disseminated to government officials, institutions and the population at large in the areas at immediate risk so that appropriate actions may be taken, namely, either to evacuate or secure property and prevent further damage. The warning could be disseminated via radio, television, the written press, telephone and PA system, VHF equipments and cell phone.

#### 6.2.2 Search & Rescue (SAR): -

Search and rescue (SAR) is the process of identifying the location of disaster victims that may be trapped or isolated and bringing them to safety and medical attention. In the aftermath of Cyclone and Floods, SAR usually includes locating stranded flood victims, who may be threatened by rising water, and either bringing them to safety or providing them with food and first aid until they can

be evacuated or returned to their homes. In the aftermath of Earthquake or Landslide, SAR normally focuses on locating people who are trapped and/ or injured in collapsed buildings.

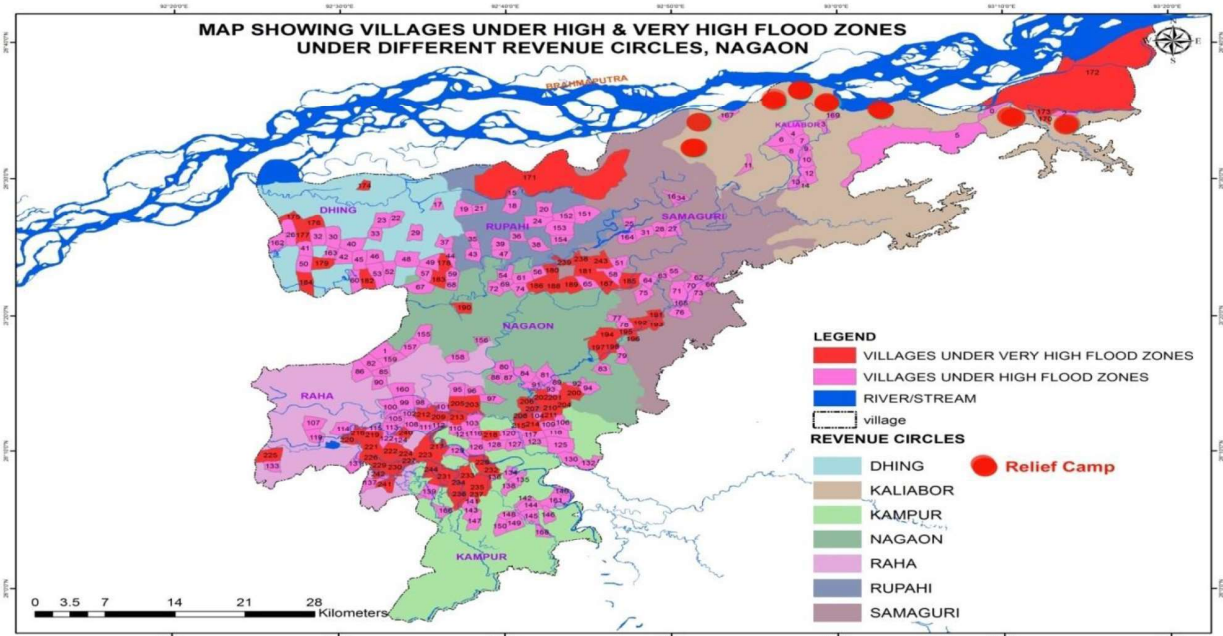
### 6.3 Evacuation and Shelter Management:

Evacuation involves the relocation of a population from zones at risk of an imminent disaster to a safer location. The primary concern is the protection of life of the community and immediate treatment of those who may be injured.

**For evacuation to work there must be:**

- A timely and accurate warning system,
- Clear identification of escape routes,
- Designated shelter places for refugees with proper shelter management policy.

District Disaster Management Authority has identified places like Schools, Colleges, Community Halls and Places of Worship in the district to be used as Temporary shelter places.



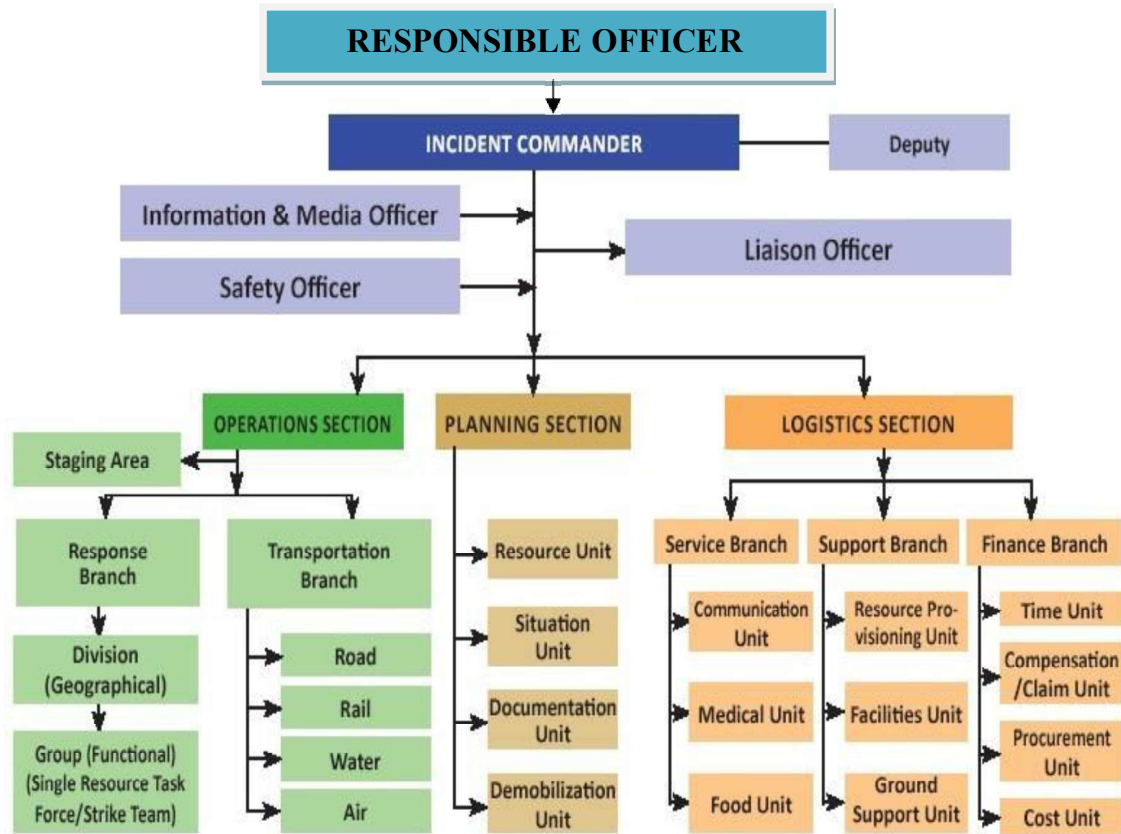
**Designated shelter places of Nagaon district**

### 6.4 INCIDENT RESPONSE SYSTEM & INCIDENT RESPONSE TEAM:-

For effective response DDMA, Nagaon has adopted the Incident response System and has constituted the Incident Response Team for the district.

#### INCIDENT RESPONSE SYSTEM

Incident Response System (IRS) is a mechanism which reduces aporhism in response through a well-conceived team. It incorporates all the tasks that may need to be performed during the response. It identifies and pre-designates officers to perform various duties and get them trained in their roles. It is also a flexible system and only those Sections / Branches may be activated in the team which is required to meet the disaster situation.



Sl no	Designation	IRT Position
1	District Commissioner cum Chairperson, DDMA, Nagaon	Responsible Officer.
2	C.E.O., DDMA, Nagaon	Incident Commander
3	Branch Officer, Disaster Management Branch, Nagaon	Deputy Incident commander
4	District project Officer, DDMA, Nagaon	Liaison Officer
5	DIPRO, Nagaon	Information Officer
6	Addl. District commissioner, Law & Order, Nagaon	Safety Officer
7	Superintendent of Police, Nagaon	Operation section Chief
8	Addl. District Commissioner, Development Branch, Nagaon	Planning Section Chief
9	Addl. District Commissioner, Nazarat Branch, Nagaon	Logistic Section Chief
10	District Transport Officer, Nagaon	Staging Area Manager
11	Superintendent of Police, Nagaon Joint Director of Health Services & Family welfare, Nagaon Station Officer, Fire & Emergency Service Station Nagaon	Rescue & Response (Operation Section)

12	District project Officer, DDMA, Nagaon	Resource Unit & Situation Unit (Planning section)
13	Branch Officer, Nazarat Branch, Nagaon	Service Branch (Log. Section)
14	SDO (Sadar), Nagaon	Support Branch (Log. Sect)
15	SDO (Sadar), Nagaon	Finance Branch
16	I/c APRO, Nagaon	Communication Unit
17	CM&HO, Nagaon Civil Hospital, Nagaon	Medical Unit
18	DDS, Nagaon	Food Unit
19	EE, PWD Nagaon Rural Road Division, Nagaon	Resource Providing Unit
20	EE, PWD (Building) Divn., Nagaon	Facilities Unit
21	EE, PHE, Nagaon Division, Nagaon	Ground Support Unit
22	Nazir, O/o the District Commissioner, Nagaon	Time Unit
23	Branch Officer, Relief & DM, Nagaon	Compensation / Claim Unit
24	FAO, O/o the District Commissioner, Nagaon	Procurement Unit
25	Treasury Officer, Nagaon	Cost Unit

#### **RESPONSIBLE OFFICER:**

The Responsible Officer (RO) is the senior most officer in the hierarchy of state and District Administration. At the state level, the chief Secretary (Chairperson of SEC) and at the District level, the District Magistrate/ District Collector (Chairperson of DDMA) will be the Responsible officer. Such officer is the overall In-charge in the management of emergency response at the respective administrative levels.

The suitable officers to man various positions of Command Staff in the incident Response Teams at different levels of District administration are as follows:

#### **Roles and Responsibilities:**

- ❖ Ensure that IRTs are formed at District, Sub-Division, Ward/Block levels and IRS is integrated in the District DM Plan as per Section 31 of the DM Act, 2005. This may be achieved by issuing a Standing Order by the RO to all SDOs, SDMs and Tehsildars/BDOs;
- ❖ Ensure web based / on line Decision Support System (DSS) is in place in EOC and connected with Sub-Division and Tehsil / Block level IRTs for support.
- ❖ Ensure that toll free emergency numbers existing for Police, Fire and Medical support etc. are linked to the EOC for response, command and control. For e.g., if there is any fire incident, the information should not only reach the fire station but also the EOC and the nearest hospital to gear up the emergency medical service.
- ❖ Obtain funds from State Government as recommended by the 13th FC (Annexure -XVI) and ensure that a training calendar for IRTs of District is

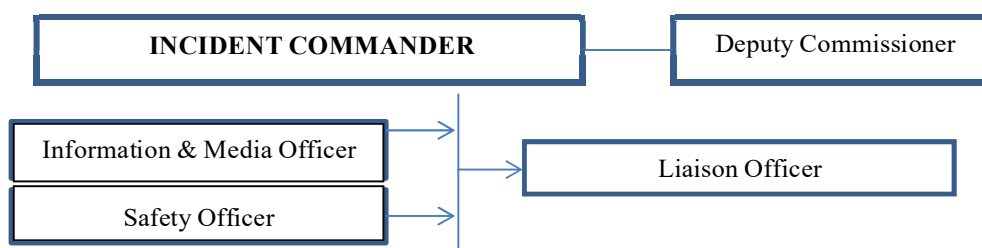
prepared and members of IRTs are trained through ATIs and other training institutions of the District.

- ❖ Delegate authorities to the IC.
- ❖ Activate IRTs at District headquarter, Sub-Division, Tehsil / Block levels, as and when required.
- ❖ Appoint / deploy, terminate and demobilise IC and IRT(s) as and when required.
- ❖ Decide overall incident objectives, priorities and ensure that various objectives do not conflict with each other.
- ❖ Ensure that IAP is prepared by the IC and implemented.
- ❖ Remain fully briefed on the IAP and its implementation.
- ❖ Coordinate all response activities.
- ❖ Give directions for the release and use of resources available with any department of the Government, Local Authority, private sector etc. in the District.
- ❖ Ensure that local Armed Forces Commanders are involved in the planning process and their resources are appropriately dovetailed, if required.
- ❖ Ensure that when Armed Forces arrive in support for disaster response, their logistic requirements like camping grounds, potable water, electricity and requirement of vehicles etc. are sorted out.
- ❖ Appoint a NO at the District level to organize Air Operations in coordination with the State and Central Government NO. Also ensure that all ICs of IRTs of the District are aware of it.
- ❖ Ensure that the NGOs carry out their activities in an equitable and non-discriminatory manner.
- ❖ Deploy the District Headquarter IRTs at the incident site, in case of need.
- ❖ Ensure that effective communications are in place.
- ❖ Ensure that telephone directory of all ESF is prepared and available with EOC and members of IRTs.
- ❖ Ensure provision for accountability of personnel and a safe operating environment.
- ❖ In case the situation deteriorates, the RO may assume the role of the IC and may seek support from the State level RO.
- ❖ Mobilise experts and consultants in the relevant fields to advise and assist as he may deem necessary.
- ❖ Procure exclusive or preferential use of amenities from any authority or person.
- ❖ Conduct post response review on performance of IRTs and take appropriate steps to improve performance; and
- ❖ Take other necessary action as the situation demands

### **INCIDENT COMMANDER:**

The incident Commander (IC) is the overall in-charge for the management of on stick response to any incident. He is appointed / designated by the RO (CS/DM/DC). The IC may have a deputy with him depending upon the magnitude and nature of the incident. For his assistance and management of the incident

there are two sets of staff: a) Command staff and b) General staff. The command staff comprises IC, Information & Media Officer (IMO), Safety Officer (SO), and the Liaison Officer (LO). Fig.1. gives the composition of Command staff in the IRS Organisation.



### **INCIDENT COMMANDER- ROLES & RESPONSIBILITIES:**

- Obtain information on:
  - a) Situation status like number of people and the area affected etc.
  - b) Availability and procurement of resources;
  - c) Requirement of facilities like Incident Command Post (ICP), staging Area, Incident Base, Camp, Relief Camp etc;
  - d) Availability and requirements of Communication system;
  - e) Future weather behaviour from Indian Meteorological Department (IMD); and
  - f) Any other information required for response from all available sources and analyse the situation.
- Determine incident objectives and strategies based on the available and resources.
- Establish immediate priorities, including search & rescue and distribution strategies.
- Assess requirements for maintenance of law and order, traffic etc. if any at the incident site, and make arrangements with the help of the local police.
- Brief higher authorities on the situation and request for additional resources, if required.
- Establish appropriate IRS organisation with sections, Branches, Divisions and/or Units based on the span of control and scale of the incident.
- Establish Incident Command Post (ICP) at a suitable place. There will be one ICP even if the incident is multijurisdictional. Even a mobile van with complete communication equipment and appropriate personnel may be used as ICP. In case of total destruction of buildings, tents, or temporary shelters may be used. If appropriate or enough space is not available, other Section can function from a different convenient location. But there should be proper and fail safe contact with the ICP in order to provide quick assistance.
- Ensure that the Incident Action Plan (IAP) is prepared.
- Ensure that team members are briefed on performance of various activities as per IAP.

- Approve and authorise the implementation of an IAP and ensure that IAP is regularly developed and updated as per debriefing of IRT members. IT will be reviewed every 24 hours and circulated to all concerned.
- Ensure that planning meetings are held at regular intervals. The meetings will draw out an implementation strategy and IAP for effective incident response. The decision to hold this meeting is solely the responsibility of the IC. Apart from other members, ensure that PSC attend all briefing and debriefing meetings.
- Ensure that all sections or Units are working as per IAP.
- Ensure that adequate safety measures for responders and affected communities are in place.
- Ensure proper coordination between all Sections of the IRT, agencies working in the response activities and make sure that all conflicts are resolved.
- Ensure that computerized and web based IT solutions are used for planning, resource mobilization and deployment of trained IRT members.
- Consider requirement and resources, equipment which are not available in the functional jurisdiction, discuss with PSC and LSC and inform RO regarding their Procurements.
- Approve and ensure that the required additional resources are procured and issued to the concerned Sections, Branches and units etc. and are properly utilized. On completion of assigned work, the resources will be returned immediately for utilization elsewhere or to the department concerned.
- If required, establish contact with PRIs, ULBs, CBOs, NGOs etc. and seek their cooperation in achieving the objectives of IAP and enlist their support to act as local guides in assisting the external rescue and relief teams.
- Approve the deployment of volunteers and such other personnel and ensure that they follow the chain of command.
- Authorize release of information to the media.
- Ensure that the record of resources mobilized from outside is maintained so that prompt payment can be made for hired resources.
- Ensure that Incident Status Summary (ISS) is completed and forwarded to the RO (IRS form-002 is enclosed at Annexure-II).
- Recommend demobilization of the IRT, when appropriate.
- Review public complaints and recommend suitable grievance redressed measures to the RO.
- Ensure that the NGOs and other social organisations deployed in the affected sites are working properly and in an equitable manner.
- Ensure preparation of After-Action Report (AAR) prior to the demobilisation of the IRT on completion of the incident response.
- Perform any other duties that may be required for the management of the incident.
- Ensure that the record of various activities performed (IRS Form-004 enclosed in Annexure-IV) by members of Branches, Divisions,

- Units/Groups are collected and maintained in the unit Log (IRS Form-003) enclosed at Annexure-III; and
- Perform such other duties as assigned by RO.

### **INFORMATION AND MEDIA OFFICER (IMO) - ROLES & RESPONSIBILITIES**

The IMO is the point of contact to assist the IC for media briefing. He also initially documents ongoing activities of response. The roles and responsibilities of IMO are as follows.

- i) Prepare and release information about the incident to the media agencies and others with the approval of IC;
- ii) Jot down decisions taken and directions issued in case of sudden disasters when the IRT has not been fully activated and hand it over to the PS on its activation for incorporation in the IAP;
- iii) Ask for additional personnel support depending on the scale of incident and workload;
- iv) Monitor and review various media reports regarding the incident that may be useful for incident planning;
- v) Organise IAP meetings as directed by the IC or when required;
- vi) Coordinate with IMD to collect weather information and disseminate it to all concerned;
- vii) Maintain record of various activity as per IRS form-004 (enclosed in Annexure-IV);and
- viii) Perform such other duties as assigned by IC.

### **LIAISON OFFICER (LO) ROLES & RESPONSIBILITIES**

The LO is the focal point of contact for various line departments, representatives of NGOs, PRIs and ULBs etc. participating in the response. The Lo is the point of contact to assist the first responders, cooperating agencies and line departments. The roles and responsibilities of LO are as follows.

- Maintain a list of concerned line departments, agencies (CBOs, NGOs, etc.) and their representatives at various locations;
- Carry out liaison with all concerned agencies including NDRF and Armed Forces and line departments of Governments;
- Monitor Operations to identify current or potential inter-agency problems;
- Participate in planning meetings and provide information on response by participating agencies;
- Ask for personnel support if required;
- Keep the IC informed about arrivals of all the Government and Non-Government agencies and their resources;
- Help in organizing briefing sessions of all Government and Non-Governmental agencies with the IC;
- Maintain record of various activities performed as per IRS Form-004 (enclosed in Annexure-IV); and
- Perform such other duties as assigned by IC;

## **SAFETY OFFICER (SO)-ROLES & RESPONSIBILITIES**

The SOs function is to develop and recommend measures for ensuring safety of personnel, and to assess and/or anticipate hazardous and unsafe situation. The SO is authorized to stop or prevent unsafe acts. SO also give general advice on safety of affected communities. The roles and responsibilities of SO are as follows.

- Recommend measures for assuring safety of responders and to assess or anticipate hazardous and unsafe situations review it regularly;
- Ask for assistants and assign for preparation as required;
- Participate in planning meetings for preparation of IAP;
- Review the IAP for safety implications;
- Obtain details of accidents that have occurred within the incident area if required or as directed by IC and inform the appropriate authorities;
- Review and approve the site safety plan, as and when required;
- Maintain record of various activities performed as per IRS Form-004 (enclosed in Annexure-IV);and
- Perform such other duties as assigned by IC.

## **INCIDENT RESPONSE TEAM:**

The incident Response Team (IRT) is a team comprising of positions like incident Commander (IC), Operations section Chief (OSC), Planning Section Chief (PSC) and Logistic and Finance Section Chief (L&FSC). It is headed by Incident Commander (IC). The OSC helps to prepare different tactical operations as required. The PSC helps in obtaining different information's and preparing plans as required. The L&FSC assesses the availability and requirement of resources and takes action for obtaining them IRTs will function at State, District, Sub-Division and the Tehsil/Block levels. These teams will respond to all natural and man-made disasters. The lowest administrative unit (Sub-Division, Tehsil or Block) will be the first responder as the case may be. If the incident becomes complex and is beyond the control of local IRT, the higher level IRT will be informed and they will take over the response management. In such cases the lower level IRT will merge with higher level IRT.

When a lower level of IRT (e.g. Block/Tehsil) merges with a higher level (e.g. Sub-Division, District or State) the role of IC of lower level of IRT will change. When the Block level IRT merges with Sub- Division level IRT, IC of the Block level may play the role of Deputy IC or OSC or any other duty that the IC of higher authority assigns. This process will be applicable at all levels.

The notified District Level Incident Response Team is at annexure-IV

## **OPERATIONS SECTION:**

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

the OSC for discharging his function depending on the magnitude of the work load. OS is further Sub- Division into Branches, Divisions and Groups which assist the OSC/IC in the execution of the field operations.

The selection of the OSC will however depend on the nature of the disaster. In case of flood and earthquakes reaching the affected area, rescuing the affected people and providing relief to them is the main task of the responders. People have to leave their home in a hurry and they are not able to take away their valuables. These abandoned houses become vulnerable. The relief materials while being transported also become prone to loot. In such cases, police and the Armed Forces are the best suited to handle and lead the operations. In case of fire at District level, it will be the District Fire Officer who will be appropriate officer to handle the situation. In case of health-related disaster, It would be the District Chief Medical Officer and so on. There could even be such situations when the District officials may have no expertise in operationalizing the response like CBRN disasters. For such disaster situations the OSC should be identified in advance, so that he could be easily mobilized to lead the OS as Section Chief.

### **PLANNING SECTION:**

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

### **LOGISTIC SECTION:**

The Logistic Section (LS) deals with matters relating to procurement of resources and establishment of facilities for the incident response. It also deals with all financial matters, concerning an incident. This section is headed by the Logistic Section Chief (LSC) and is important component of the IRS organisation for providing back end services and other important logistic support like communications, food, medical supplies, shelter and other facilities to the affected communities and responders as well. There is a Finance Branch (FB) attached to this Section in order to ensure that the procurements, If any, may be done quickly and in accordance with the financial rules.

#### **6.4.1 Living codes in Designated Emergency Shelters:**

DDMA has laid down the following codes for shelter management.

- ◆ Stay in the shelter until the local authorities say it's safe to leave.
- ◆ Cooperate with local authorities and others staying in the shelter.
- ◆ Listen to radio broadcasts
- ◆ Watch out for fires
- ◆ Assist local authorities and volunteers in the management of water, cooked food and other relief supplies including medical care, if required.

- ◆ Make arrangement for pets and cattle before going to a public shelter.
- ◆ Organize recreation for children.

#### **6.4.2 For proper relief management DDMA has adopted the following operation procedure for the district.**

- 1. Infrastructure Management:**
  - Shelters for affected people with sanitation facilities.
  - Temporary structure for storage
  - Kitchens
  - Medical facilities
  - Education facility
  - Recreational facility
  - Temporary repairs to damaged infrastructure
- 2. Logistics Management:**
  - Organize facilities for staff and volunteers. Mobilize and co-ordinate the work of the volunteers ensuring community participation
  - Organize distribution of Relief Supplies
  - Receive, store, secure, relief materials for relief camps and affected villages
  - Co-ordinate supplies distributed directly by NGOs and other organizations including private donors
  - Ensure proper maintenance of vehicles and equipment
  - Ensure optimum utilization of resources such as fuel, food, and other relief materials.
- 3. Health Management:**
  - Disposal of dead bodies
  - Disposal of carcasses
  - Disposal of waste, inspection of food, water supplies, sanitation ect.
  - Treatment of the injured and the sick
  - Preventive medicine and anti-epidemic actions
- 4. Communication & Information:**
  - Data collection.
  - Record keeping.
  - Assistance in locating missing persons.
  - Information centre.
  - Organization of information for Site Operations Centre and on specific demands.
  - Maintaining In-Message and Out-Message Register.
- 5. Services Management:**
  - Relief supplies to families or to households including water, clothing, and food.

- Arrangements for dry rations and family kits for cooking within two weeks of the disaster.
- Counselling services, services for mental health.
- Restoration of family (including locating missing children, relatives, friends.)
- Assistance in locating missing cattle.
- Assisting students to continue with their studies.
- Services for the orphans.
- Assisting individuals with special needs (pregnant women, infants, handicapped, old etc.).

## **6. Inventory Management:**

Maintenance of

- Books of account for all cash receipts and disbursement.
- Stock and Issue register for all relief materials
- Dead stock register for all non-consumables (inventory)
- Record of all personnel payment on TA&DA, daily wages and other incidentals.
- Records of all transfer of funds (as advances) to other govt. departments (Suspense A/C)
- Records of all cash vouchers and credit vouchers.
- Records of all gratuitous relief.
- Records of all compensation paid.

### **6.5 Public Grievances /Missing Persons Search:**

A committee at the district level has to be constituted under the chairmanship of the District Collector to address the grievances of the public regarding missing persons. The search and rescue team should search for the missing persons living or dead.

### **6.6 Animal Care:**

The animal husbandry department with necessary equipments in case of cattle death in the affected areas for the disposal of carcass with a view to restoration of public life and result oriented work. Make arrangements to treat the injured cattle. To vaccinate the animals against various diseases. Arrangement for pets and cattle should be made separately.

### **6.7 Management of Deceased:**

The Carcasses Disposal team is responsible for clearing of carcasses after the disaster. The team should put in all efforts to check spread of diseases by disposing off the carcasses at the earliest and in the right manner. The health department will immediately start the procedure for post mortem of the dead persons as per the rules. Disposal of dead bodies is to be carried to prevent the outbreak of epidemics. Arrangement should be made to issue death certificates of the deceased to the relatives.

## 6.8 NGOs and Voluntary Organizations:

NGOs and voluntary organisations are the first to respond before any outside assistance can reach the disaster site. In certain disaster-prone areas, a group of young volunteers are to be formed and trained to undertake essential tasks which would reduce loss of life and property. The voluntary organizations would contribute in ensuring: -

1. Communication links both within the community and with the administration.
2. Controlling rumors and panic behavior by undertaking confidence building activities.
3. Organising local work teams for immediate rescue, and relief e.g. cooked food, first aid, and assistance in Law & Order.
4. Guarding major installations and evacuated properties till the administration takes over.

Sl. No.	NAME OF NGO	Contact No.
1	Gram Vikash Parishad (GVP), Rangaloo, Nagaon	9435060538
2	Pathari Vocational Institute (PVI), Court Campus, Nagaon	9435062111
3	Women Empowerment Society, Chakitup, Nagaon	9508422238
4	Srimanta Sankar Mission, Panigaon Chariali, Nagaon	9864240625
5	Child Line, Aminpatty, Nagaon	9577087116
6	Nehru Yuba Kendra, M.G.Road, Nagaon	9435348536
7	The Assam Gana Mukti Society, Premnagar, Dhing Road, Haiborgaon, Nagaon	03672-223469
8	Grammya Jjuva Jagrata Samity, Dhing Road, Nagaon	9508426485
9	Asom Rajyik Krishak Samannya Samity, Senchow, Nagaon	8011181273
10	SOLACE, A.T. Road, Natun Bazar, Itachali, Nagaon	9401445977
11	Rounaq Development Society, Fouzdaripatty, Nagaon	9864388500
12	Seuj Bahumukhi Paam, NH-36, Morikolong Nagaon	9435871933

## 6.9 Involvement of Defence and Paramilitary Forces:

At district level whatever help would be required during disaster that will be immediately informed to the various departments by the district collector and possible support NGOs and other line agencies in the district would be tapped up. If the District Collector thinks that it cannot cope with the disaster then he can seek for help and assistance from the defence and paramilitary force.

## 6.10 STANDARD OPERATING PROCEDURE FOR ACTIONS TO BE INITIATED ON RECEIPT OF FLEWS WARNINGS

- The North Eastern Space Application Centre issues flood alerts to the State Emergency Operation Centre (SEOC) and Regional Meteorological Centre (RMC), IMD, Guwahati
- On receipt of the Flood Alerts at the SEOC, the same is disseminated to the following officials through bulk SMS services and email:
  - ❖ **At State Headquarter:** Chief Secretary to Govt. of Assam; Addl. Chief Secretary (P&RD, Agriculture); Addl. Chief Secretary (Revenue & DM Deptt); Addl. Chief Secretary (WRD, Environment & Forest); Addl. Chief Secretary (CMO, Home); Addl. Chief Secretary (P&D Deptt, APDCL, APGCL, ASEB); CEO, ASDMA; Principal Secretary, Health & Family Welfare; Secretary, Health & Family Welfare; Commissioner & Secretary, Food & Civil Supplies; Commissioner & Secretary, Home; Director General, Home Guards; Director, Fire & ES; Commandant, NDRF; PS to Revenue Minister; Secretary, Water Resources Department.
  - ❖ Posting of the flood alerts in ASDMA's website and dissemination of the same to the public through media houses
  - ❖ **At District Level:** District Commissioner; CEO, DDMA; Superintendent of Police; District Project Officer, DDMA; Executive Engineer, WRD; Concerned Revenue Circle Officer; Concerned Sub Divisional Officer; SDRF (F&ES).
  - ❖ **After receiving the Flood Warnings the concerned officials will take necessary actions as listed below:**

❖ **District Commissioner** on receipt of Flood warning will communicate the warning expeditiously to the following officers for alerting the people and other local authorities.

- a) The concerned SDO(Civil)
- b) Revenue Circle Officer /Officers
- c) Superintendent of Police
- d) Executive Engineer Water Resource Department.
- e) Executive Engineer, PWD(Roads)
- f) Station Officer-Fire Service Station & I/C of State Disaster Response Force (SDRF) /National Disaster Response Force (NDRF) if stationed in the district.

❖ In giving flood warning the revenue or police officers should keep in mind that no unnecessary panic is created among the people.

❖ District Commissioner will take periodic feedback on the development taking place.

**CEO DDMA**, on receipt of the warning will also inform

- a) All the above-mentioned officers.
- b) Superintendent. of Police
- c) Deputy Director, Food & Civil Supplies
- d) Joint Director Health Services
- e) District Veterinary Officer to take necessary measures so that if necessary, assistance can be provided in short notice to the affected areas.
- f) DIPRO, if required, to give public announcement for evacuating people from vulnerable areas.

#### **Circle Officer Concerned**

- Circle Officers of the concerned Revenue Circle on receipt the information from field or FLEWS will immediately mobilize Lot Mondals, Gaon Burah, SDRF and other agencies & resources available under his jurisdiction without waiting for order from District Commissioner or SDO(Civil) to initiate the action.
- Further, in case of probability of high intensity flood, Circle Officer will also take action for evacuation of people from the vulnerable reaches to pre-identified safe locations & preposition Men & Resources (SDRF/NDRF/Police Force / Sand bags/ Boats / Tarpaulin etc.) available under his jurisdiction as per the map and location specified by NESAC in its flood warning.
- Circle Officer will initiate his response on receipt of Flood Warning without waiting for order from District Commissioner/SDO (Civil).
- Circle Officer will lead the rescue and evacuations operation as per Disaster Management Plan.
- Circle Officer will keep DC/SDO (Civil) informed on hourly basis about the situation on the ground level and may request for additional resources of men, material & machines if required from DC or SDO (Civil).
- Circle officer will also inform BDO, so that BDO can inform PRI representatives for appropriate action.
- Circle officer may also inform GP Secretary and GP President for appropriate action.
- Lot Manadal & Gaon Burah will go to the specific location immediately & inform the villagers on the probability of any flood event and ask them to take necessary precautionary measures.

**Superintendent of Police:**

- SP will immediately direct Officer-in-charge of the concerned Police Station to assist the Circle Officer in rescue, evacuation & rehabilitation process.

**Executive Engineer, Water Resource Department:**

- Executive Engineer, WR Department will instruct Khalasis to keep constant vigil on Water Levels & inform Executive Engineer on any increase in the water level. Executive Engineer, WR will also take necessary temporary measures to avert any breaches in embankments.

**Executive Engineer, PWD (Roads) Department:**

Executive Engineer, PWD (Roads) Department will take adequate measures to ensure that the road Communication is not disrupted. He will immediately repair any breaches of road if the same is required for evacuation and supply of relief to the affected people.

**Joint Director, Health Services:**

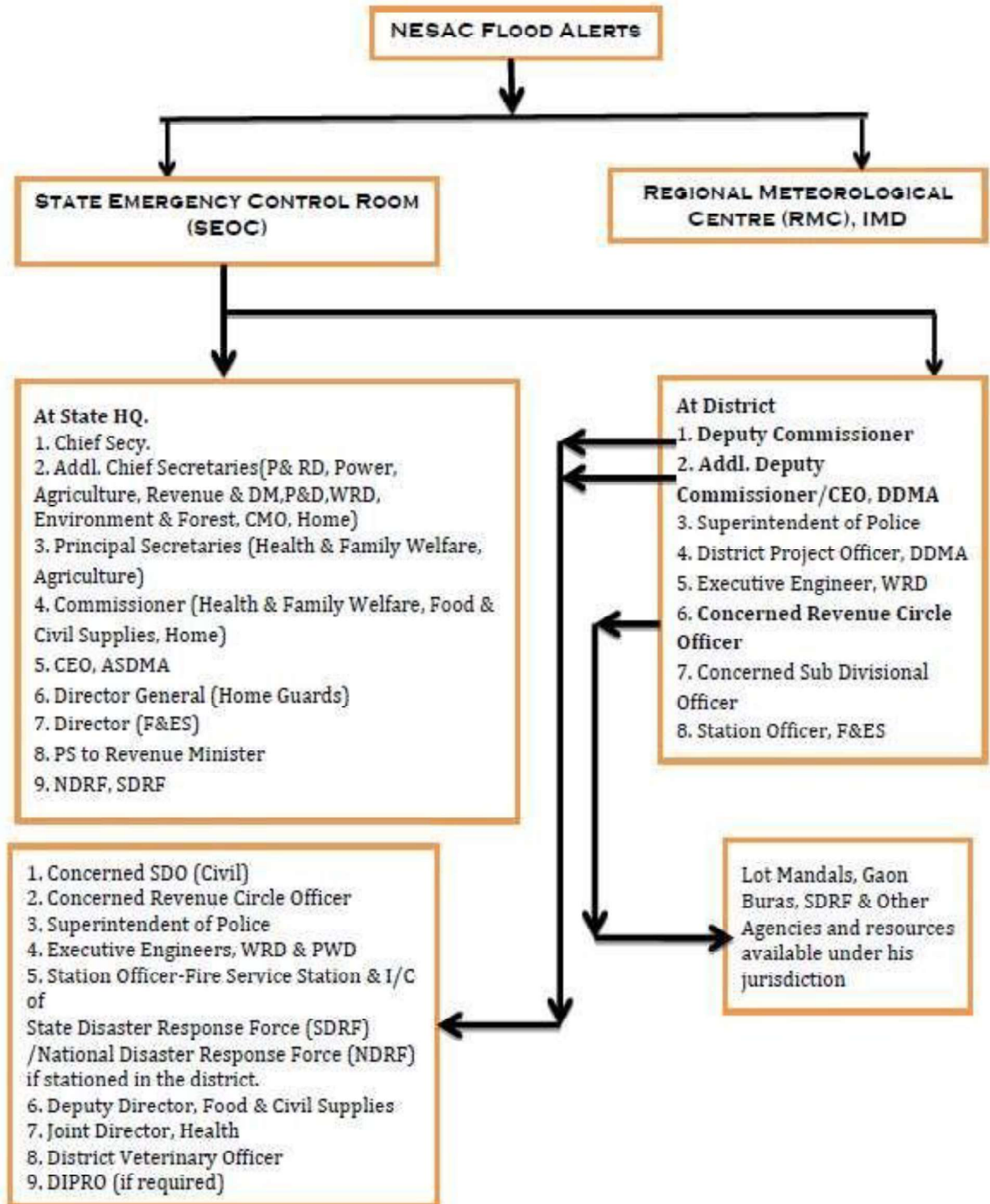
- On receipt of information, Joint Director (Health) will direct SDMHO and I/C of the PHC of the concerned area to form a team of doctors equipped with necessary medical equipment and move to the affected places or evacuation camp as required by the Circle Officer.
- If situation so demands, Medical Boat Clinic will be send for medical response to marooned areas and river islands.

**Station Officer, Fire & Emergency Services**

- On receipt of alert from District Commissioner or SP or Circle Officer, the Station officer will immediately mobilize SDRF under him to the affected areas. He will also coordinate with NDRF team/QRT etc for the operation.

Annexure :- 1

FLOW CHART FOR DISSEMINATION OF FLEWS ALERTS



## CHAPTER-VII

### Recovery and Reconstruction Plan :

Rehabilitation and reconstruction comes under recovery phase immediately after relief and rescue operation of the disaster. This post disaster phase continues until the life of the affected people comes to normal. This phase mainly covers damage assessment, disposal of debris, disbursement of assistance for houses, formulation of assistance packages, monitoring and review, cases of non-starters, rejected cases, no occupancy of houses, relocation, town planning and development plans, awareness and capacity building, housing insurance, grievance redresses and social rehabilitation etc.

#### 7.1 Post Disaster Reconstruction and Rehabilitation:

Post disaster reconstruction and rehabilitation should pay attention to the following activities for speedy recovery in disaster hit areas. The contribution of both government as well as affected people is significant to deal with all the issues properly.

- Damage assessment
- Disposal of debris
- Disbursement of assistance for houses
- Formulation of assistance packages
- Monitoring and review
- Cases of non-starters, rejected cases, non-occupancy of houses
- Relocation
- Town planning and development plans
- Reconstruction as Housing Replacement Policy
- Awareness and capacity building
- Housing insurance
- Grievance redress.

#### 7.2 Administrative Relief:

The district is the primary level with requisite resources to respond to any natural calamity, through the issue of essential commodities, group assistance to the affected people, damage assessment and administrating appropriate rehabilitation and restoration measures.

The district level relief committee review the relief measures. When a disaster is apprehended, the entire machinery of the district, including the officers of technical and other departments, swings into action and maintains almost continuous contact with each village in the disaster threatened area.

### **7.3 Reconstruction of Houses/Roads Damaged / Destroyed:**

#### **PWD (Roads) and PWD (Buildings) division**

1. Pre & Post Disaster:- As PWD (Roads) Nagaon Divn and PWD (Buildings) Divn is an executive authority wherein all construction/ improvement works are executed through an agency or contractor, the restoration/ re-construction works during Pre & Post disaster period will be carried out as per existing APWD norms / specification and procedures as current in the state.

2 During Disaster (Emergency Work): -

(A) Execution through other agency/ contractor:

1. EE/AEE/AE/JE will issue order at site to carry out any restoration work to any person/ group capable to execute the work and the same will be intimated to nodal officer of the department and DDMA forthwith.

2. As far as possible, work will be negotiated as per current SOR of APWD/ Local market rate else the same will be allotted at the rate agreed upon at the site itself.

3. Measurement recorded in the field book will be excepted for payment. Payment will be made from the budget allocation of disaster management or any other source mobilized/ arranged by the DDMA.

(B) Departmental execution:

1. Labourers available with the department will be engaged.

2. Casual labours at the local rate will be engaged if necessity arises.

3. Locally available construction materials will be utilized for the work.

4. P.O.L. will be procured from the nearest petrol depot.

5. Measurement for casual labours engaged/ materials procured and utilized will be recorded in the field book.

6. Cash payment for casual labours and materials purchased will be arranged as per the norms.

(C) Other Methods and Norms of Reconstruction:

➤ Owner Driven Reconstruction

➤ Public Private Partnership Program (PPPP). Under the PPPP the houses are reconstructed by the NGOs for the beneficiaries

➤ All the houses should be insured.

➤ Financial, technical and material assistance provided by the government.

➤ The designs for seismic reconstruction of houses provided by the government.

➤ The material assistance provided through material banks at subsidized rates.

### **7.4 Military Assistance:**

If the district administration feels that the situation is beyond its control then immediate military assistance could be sought for carrying out the relief and rehabilitation operations including construction. Military carries out temporary construction works for road clearance, construction of emergency bridges, shelter places, camps, distribution of relief materials etc.

### **7.5 Medical Care:**

Specialized Medical Care may be required to help the affected population. Preventive medicine may have to be taken to prevent outbreak of diseases. Vaccination after the disaster is very much important to prevent any disease to spread.

### **7.6 Epidemics:**

In the relief camps set up for the affected population, there is a likelihood of epidemics from a number of sources. The strategy should be to subdue such sources and immunize the population against them. The public health centers, health departments can practice vaccination drives, public awareness to drink boiled water, use chlorine tablets to purify the water sources.

### **7.7 Salvage:**

A major effort is needed to salvage destroyed structure and property. Essential services like communications, roads, bridges, electricity would have to be repaired and restored for normalization of activities. The process may take few days to several months. It mainly depends on the preparedness measures of the department to cope up with the situation.

### **7.8 Outside Assistance:**

During disaster situations, considerable relief flows in from outside, thus there is an immediate need to co-ordinate the relief flow so that the maximum coverage is achieved and there is no duplication of work in the same area. Again the outside relief should be monitored so that the necessary items are made available.

### **7.9 Special Relief:**

Along with compensation packages, essential items may have to be distributed to the affected population to provide for temporary sustenance.

### **7.10 Information:**

Information flow and review is essential part of the relief exercises. Constant monitoring is required to assess the extent of damage, which forms the basis of further relief to the affected areas. The site operation centers act as the main communication agency in this case.

### **7.11 Social Rehabilitation:**

#### **1. Disabled persons**

- Artificial limbs fitted to affected persons.
- Modern wheelchairs, supportive devices provided.

#### **2. Children**

- Orphaned children are fostered.
- Day centers set up.
- Orphanages established.
- Child help lines established.

### **3. Old Persons**

- Aged persons given pensions.
- Old Age Homes established.

### **4. Women**

- Pension sanctioned.
- Women's Livelihood Restoration Project started.
- Self-employment Schemes for Women.

### **5. Infrastructure**

- Power
- Water supply
- Public buildings
- Roads and Bridges
- Dams and Irrigation

## CHAPTER-VIII

### Standard operating Procedures:

#### 8.1 Standard Operating Procedures of the Line Departments:

##### 8.1.1 Revenue and Disaster Management Department

###### A. Normal Time Activities

- ❖ A map of disaster prone areas in the district, history of the district, geographical conditions occupational details, settlements, rain, irrigation and industries etc.
- ❖ Safe alternative routes to utilize during disaster in the disaster prone areas.
- ❖ List of key officers of all the departments, staff, vehicles and buildings.
- ❖ Details of control room arrangement.
- ❖ Details of food grain storage places in the district and the Fair Price Shops.
- ❖ Details of vehicles, boats and equipments available in the district for rescue operation.
- ❖ Setting up of communication to communicate the messages from village to village.
- ❖ List of NGOs and self-help groups and their addresses and phone numbers in the circle.
- ❖ Orientation Training to various District level officers and departments for effective functioning of control room, co-ordinations and operations.
- ❖ Hazard analysis, seasons, and possibilities of disasters and review of disaster history.
- ❖ Review of disaster prone areas, risks, response plan, resource and utility of resources
- ❖ To update the DDMP.
- ❖ To check the condition of safe shelter during his visits in the district places and if necessary gets it repaired by co-coordinating with the local authorities, available financial resources and voluntary organizations.
- ❖ Repairing of roads and ways leading to safe shelters by co-ordinating with various development plans/schemes.
- ❖ To co-ordinate scheme for poverty eradication, self-employment and the development schemes of other departments.

## **B. On receiving the warning**

- ❖ Assigning the work as to what to be done by which officer in case the disaster hits.
- ❖ Will review and have co-ordination task.
- ❖ Will alert and activate the functionaries related to early warning and communication looking to the possibilities of disaster and will see that the messages are intimated to all concerned.
- ❖ Will send the vehicles with mikes and sound system for the areas of top priorities.
- ❖ Will instruct all the staff to remain present at their respective places.
- ❖ Shifting the people living in low lying areas, seashores, economically weaker people socially and economically backward families and houseless families to safe places.

## **(C) Post disaster activities**

- Will segregate the villagers and areas victimized by the disaster and activate the DMTs.
- Will guide the team members about the payments of relief accident to damage as per the rules and policies of the government before the start of duty.
- Will make arrangements for the transportation and distribution of Govt. relief amount and materials.
- Will make due arrangements to see that there should be no haphazard distribution of relief material so that needy people are not deprived of it.
- Will arrange for drinking water and essential things at community kitchen /relief camps as per the necessity.
- Will work out the primary estimates of the damage.
- Will undertake the rescue operations to save the trapped people through DMTs trained police personnel and swimmers on need base.
- Will requisite more vehicles for rescue work, shifting the people to temporary/permanent dispensary for treatment through DMTs, Home Guards, Local Police, Para Military Forces etc.
- Will arrange for identification of the people, who died, maintain the dead bodies till legal procedure is over.

## **8.1.2 Police Department**

### **A. Normal Time Activities**

The Superintendent of Police will co-ordinate the work of disaster managements nodal officer. He will prepare a separate and comprehensive plan of district regarding the department of police and also prepare details of resources as a part of DDMP. He will consider the following in it.

- Details of contacts of all the staff members under the district.

- Maps and statistical data of district areas.
- Resources and human resources useful at the time of disaster. Details of police staff and retired officers/staff of the police and the control room.
- Details of functions of staff of the district control room.
- Appointment of the nodal officer in the control room.
- Details of anti-social elements.
- Immediate police procedures for human death.
- Adequate equipments for communication.
- List of swimmers and other skilled persons.
- Wireless stations in the district and communication network.
- To update the related details of Disaster Management Plan.
- Identification of all vulnerable places, building, market place etc.
- Training for Police, HG, VDPs and proper briefing on search & rescue and first aid.

**(B) On receiving the warning:**

- Evacuation of public from low lying area on receipt of flood warning.
- Quick dissemination of information.
- Traffic management in the roads to the affected area.
- Security of property and maintenance of law and order in the affected area.
- Supplement resource from HG and VDPs for search & rescue and evacuation activities.
- To ensure enforcement of essential commodity act.
- A joint control room of all the forces would be set up for better co-ordination among various security agencies.
- In case of IED blast bombs disposal squad would be kept ready and put into operation whenever necessary.
- As the first responder police would rush to the site of the explosion immediately on getting the information and access the situation and send information to the higher authority.
- Earmarking of areas where blast had taken place and special action plan of dividing such areas into zones and deployment of manpower in those areas.
- Chemical and biological weapons are referred to as 'The Poor Man's Atomic Bomb'. Protection against some of the infections occurred by chemical & biological weapons can be achieved by advance immunization and other medical procedures.

**(C) Post Disaster activities:**

- Will arrange law and order against theft in the disaster affected area.
- Will co-ordinate the search and rescue operation and all other assistance to the affected people in case of earthquake & flood.

- ❑ Will arrange for security at the relief camps/relief materials storages.
- ❑ Will see the law and order is maintained at the time of distribution of relief material.
- ❑ Will assist the authorities for evacuation of people to the safer places.
- ❑ Will make due arrangements for post mortem of dead persons, and legal procedure for speedy disposal and regular updation of the list of missing and dead person.
- ❑ Take video / Photograph of the death, casualties caused by disaster.
- ❑ Call for a re-enforcement for materials required for rescue operations.

### **8.1.3 Health Department:**

#### **A. Normal Time Activities**

While preparing the DDMP / updating the same, the health department shall take care to include the following particulars carefully.

- ❑ A separate plan for disaster management regarding health.
- ❑ Arrangements for exchange of information in the control room.
- ❑ Appointment of nodal officer.
- ❑ Advance arrangements for life saving medicines, insecticides and vaccines.
- ❑ Maintenance of vehicles such as ambulance and other equipments such as generators etc.
- ❑ Distribution of work by forming groups of staff during emergency.
- ❑ List of private practicing doctors / medical facilities.
- ❑ Arrangement for survey of disaster.
- ❑ Mobile dispensary units.
- ❑ Information regarding proper places for on the spot medical services in various village during disaster.
- ❑ Dissemination of information among the people regarding the death, injury. Primary information of disaster related relief activities to all the staff members.
- ❑ Training to PHC / Community Health Centre staff to prevent spreading of diseases among the people, animals, and advance planning for the same.
- ❑ Blood group wise list of blood donors with contact telephone numbers and addresses.
- ❑ Training of DMTs regarding first aid.
- ❑ To prepare an action plan for the availability of equipments to be useful at the time of disaster management for medical treatment.
- ❑ Co-ordination with various government agencies - schemes to meet the necessity of equipments in emergency.
- ❑ To see that all vehicles like ambulance, jeep and equipments like generators and equipments essential for health care are in working condition.

**(B) On receipt of warning:**

- Will ensure the availability of important medicines, lifesaving medicines, insecticides and if necessary contact for additional supply.
- Round the clock control room at the district level.
- Will send the health staff for duty in their areas as per the plan of disaster management.
- Activate the mobile health units for the post disaster situation.
- Will organize in advance to mobilize the local doctors and local voluntary agency for emergency work.
- Will contact the blood donors for blood donation, on the basis of lists prepared.

**(C) Post Disaster Activities:**

- Provide first aid to the injured and shifting of seriously injured people to the nearby hospital.
- Send sufficient stock of medicines to the affected areas immediately.
- Will make arrangements for the available additional health staff in the affected areas deputed by the state authority.
- Will organize to get the insecticides to prevent spreading of diseases.
- Will ensure the purity of drinking water by testing the sources of water.
- Will depute the mobile units for first aid.
- Distribution of chlorine tablets and other necessary medicines from house to house.
- Will shift the seriously injured people to the hospital.
- Will immediately start the procedure for post mortem of the dead persons as per the rules.

**8.1.4 Public Health Engineering Department:**

**A. Normal time activities**

The water supply dept. shall ensure the following to be included in the DDMP:-

- Setting up of control room and arrangement for the control room operator.
- Assign the responsibility as nodal officer to the Executive Engineer or any other officer.
- Prepare an alternative contingency plan to provide drinking water in case of failure of regular water distribution system during disaster.
- Detailed information of available water resources throughout the district.
- Arrangement of Govt. or private tankers to provide water temporary and immediately.
- Preventive measures for water borne diseases and chlorination of water.
- Availability of safe drinking water in the affected areas.

- Inform the staff about the disaster.

**(B) On receiving Warning:**

- Organize the teams to check the sources of water / drinking water.
- Standby arrangements of tankers for drinking water through tankers or any other available source.
- Will make available chlorine tablets in sufficient quantity and arrange to distribute through DMTs.

**(C) Post Disaster activities:**

- Implement the alternative contingency plan to provide drinking water in case of failure of regular water distribution systems during disaster.
- Will start work for immediate repairing of water pipes in case of damage.
- Will arrange to check the water tanks, overhead tanks, and pumps, reservoirs and other water resources.
- Will contact the electricity authorities to re-establish the electric supply in case of failure.
- Will provide chlorinated water either by activating group water supply schemes individual schemes or through tankers.
- Will provide drinking water to the relief camps / relief kitchens, shelters etc. through available resources.

**8.1.5 Agriculture Department:**

**(A) Normal time activities:**

- ❖ All the details of his subordinate staff with addresses and phone numbers and resources of irrigation for agriculture in all the villages.
- ❖ Details of buildings, vehicles and equipments under his control and list of contractors with vehicles and equipments used by them.
- ❖ Details regarding agricultural production, extension, seed growth centres, agriculture university campus, training centers etc;
- ❖ Action plan regarding the repair/alternative arrangement in case of agricultural production related facilities are disrupted.
- ❖ Will inspect the sub-ordinate offices, other centers and sub-centres under his control, which are damage prone.
- ❖ Will prepare a sub-plan for timely and speedy availability of machines and equipments to restoration of the economic activities in case of loss of property and crop.
- ❖ Will maintain the departmental equipments such as diesel generators, dumpers, generator, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters, cable wires, fire equipments, de-dusting equipments etc; which can be used during emergency and ensure every 3 months those are in working condition.
- ❖ Will prepare a list of public properties related to agriculture in the damage prone areas and will in advance make arrangements to lessen the damage.

- ❖ Will take due care to see that the emergency services at hospital, shelters, with special reference to agriculture are not disrupted.

**(B) On receipt of warning:**

- ❖ Will immediately contact the District Control Room and will assist in the work assigned to him as a part of his duty.
- ❖ Will ensure that the staffs under this control are on duty at the headquarters.
- ❖ Will assign the work to his subordinate officers and staff the work to be done regarding agriculture under DDMP and will send them to their sites.
- ❖ Will ensure the availability of resources included in the DDMP and will make due arrangement to get those during emergency.
- ❖ Will make groups having vehicles for emergency work and will assign the areas to them.
- ❖ Will set up a temporary Control Room for the dissemination of information for emergency work and will appoint a nodal officer.

**(C) Post Disaster activities:**

- ❖ Will deploy the resources and manpower available to manage the disaster.
- ❖ Will send DMTs with necessary equipments in case the crop is washed away, and if there is water logging in a very large amount.
- ❖ Will act in such a way that the human life is restored again speedily and timely in the priority areas.
- ❖ Will contact the circle office or central control room if machines equipments, vehicles, man power, technical personnel are required to restore the agricultural activities.
- ❖ Will make arrangement to avail the external helps to manage to disaster.
- ❖ Will collect the details of loss of crops to send it to the district administration.
- ❖ Should have the details of village wise various crops in the district.
- ❖ Will prepare a primary survey report of crop damage in the area and will send the same to district control room and also to the administrative head.

**8.1.6 Public Works Department**

**A. Normal time activities**

- ❖ Details of the staff members with their contact addresses and telephone numbers.
- ❖ Details of buildings, vehicles and equipment as well as the names of contractors and the vehicles & equipment used by them.
- ❖ Maps of the areas in the district with the statistical data related to available resources.

- ❖ The position of approach roads and other road of all the villages including bridges, railway crossing etc.
- ❖ To strictly observe the rules during the constructions regarding earthquake and cyclone proof materials.
- ❖ The PWD will inspect periodically the buildings, residences, high rise buildings under their control.
- ❖ Damage prone road bridges and arrangement for their inspections
- ❖ Action plan for emergency repairs.
- ❖ Will appoint an officer of the rank of Assistant Engineer to coordinate during emergency at the District Control Room.
- ❖ Will maintain the departmental equipment's such as bulldozers, tractors, water tankers, dumpers, earthmovers excavator, de-watering pumps, generators, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters etc; which can be used during emergency and will quarterly check-up these to ensure in working condition.

**(B) On receipt of warning:**

- ❖ Will immediately contact the District Control Room for assistance.
- ❖ Will ensure that all the staff members remain on duty at the headquarters.
- ❖ Will send the officers and the staff assigning them specific duties for the DDMP
- ❖ Undertake all the action for the disaster management required to be done by the department.

**(C) Post Disaster Activities:**

- ❖ Will remain active for search and rescue activities
- ❖ Will provide all the available resources and manpower for disaster management.
- ❖ Will mobilize the service of technical personnel for the damagesurvey work to help the district administration
- ❖ Will prepare a primary report of damage in the affected area within
- ❖ Will make arrangements for electricity, water, and sanitation in the temporary shelters. Will also inspect the approach roads leading to the temporary shelter and repair the same if so required.

**8.1.7 Forest Department:**

**A. Normal time activities**

- ❖ Addresses of members with telephone numbers.
- ❖ Details of veterinary centres, artificial insemination centres, veterinary dispensary, veterinary colleges buildings, vehicles, mobile dispensaries and equipment's under his control and also the details of vehicles and equipment's used often by outsource.
- ❖ Maps showing the details of area with statistical data.
- ❖ Approach roads under forest department and their condition including bridges, railway crossing etc.

- ❖ To inspect periodically the buildings, residences under forest department
- ❖ To maintain the equipment's available such as sharp instruments, insecticides, diesel generators, dumpers, generator, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters, cable wires, fire equipment's, de-dusting equipment's etc; which can be used during emergency and will also ensure that they are in working condition.
- ❖ To take care of public shelters, other places to be used for evacuation with primary facilities like water

**(B) On Receiving the Warning**

- To immediately contact the district control room and will assist in the work.
- To ensure that the staff at the headquarter is on duty.
- To assign the work to be done by the subordinate officers and staff regarding transportation under DDMP and to send them to their sites.
- To arrange for wireless, telephones, manpower, forest guard in advance to disseminate information of the disaster in the damage prone areas and will play a key role with the district administration to warn the public.
- To make in advance arrangement for fuel wood and bamboos, gravels for priority areas.

**(C) Post Disaster Activities:**

- To follow the instructions of District Disaster Management Authority.
- To carry out the duty assigned for search and rescue work.
- To engage the resources and manpower available to manage the disaster.
- To prepare a primary report of damage for the affected areas.
- To take actions to provide electricity, water and sanitation to the temporary shelters in the forest areas.
- To send task forces with vehicles, tree cutters, ropes, flood light, generator in case of closure of roads due to felling of trees.

**8.1.8 Electricity Department:**

Electricity department shall ensure to restore uninterrupted power supply to the affected areas in case of disaster taking place and will have all the information available with him as to the manpower and materials at his disposal in the district.

**(A) Prevention Activities:**

- Identification of materials/tool kits required for emergency response.
- Ensure and educate the minimum safety standards to be adopted for electrical installation and equipment's and organize training of electricians accordingly.

- Develop and administer regulations to ensure safety of electrical accessories and electrical installations.
- Train and have a contingency plan to ensure early electricity supply to essential services during emergencies and restoration of electric supply at an early date.
- Develop and administer code of practice for power line clearance to avoid electrocution due to broken / fallen wires.
- Strengthen high-tension cable towers to withstand high wind speed, flooding and earthquake, modernize electric installation, strengthen electric distribution system to ensure minimum damages during natural calamities.
- Conduct public/industry awareness campaigns to prevent electric accidents during normal times and during and after a natural disaster.

**(B) Response Activities:**

- Disconnect electricity after receipt of warning.
- Attend sites of electrical accidents and assist in undertaking damage assessment.
- Stand-by arrangements to ensure temporary electricity supply.
- Inspection and repair of high tension lines /substations/transformers/poles etc.
- Ensure the public and other agencies are safeguarded from any hazards, which may have occurred because of damage to electricity distribution systems.

**8.1.9 District Food, Civil Supplies and Consumer Affairs:**

**(A) Prevention Activities:**

- Construction and maintenance of storage godowns at strategic locations.
- Stock piling of food and essential commodities in anticipation of disaster.
- Take appropriate preservative methods to ensure that food and other relief stock are not damaged during storage, especially precautions against moisture, rodents and fungus infestation.

**(B) Response Activities:**

- Management of procurement.
- Management of material movement.
- Inventory management

**8.1.10 Telecommunication Department:**

The Telecom District Manager (BSNL) shall make sincere efforts to restore telecommunication services in the affected areas immediately, so that there is no communication gap and he shall put all his available manpower and machinery to use for restoration of communication services without delay.

**8.1.11. Transport (District Transport Officer):**

The District Transport Officer is required to provide transportation facilities for the evacuation purposes and shall have a contingent plan with respect to district monitoring the availability of buses, cranes etc. along with locations.

**(A) Prevention Activities:**

- Listing of vehicles that can be used for emergency operation.
- Safety accreditation, enforcement and compliance.
- Ensuring vehicles follow accepted safety standards.

- Build awareness on road safety and traffic rules through awareness campaign, use of different IEC strategies and training to school children.
- Ensure proper enforcement of safety regulations Response Activities.
- Requisition vehicles, trucks, and other means of transport to help in the emergency operations.
- Participate in post impact assessment of emergency situation.
- Support in search, rescue and first aid.

**(B) Response Activities:**

- Provision of personal support services e.g. counselling.
- Supporting the administration in development of storage and in playing a key role and in the coordination of management and distribution of relief and rehabilitation Materials.
- Supportive role in reconstruction and recovery activities.

**8.1.12 A.H. & Veterinary Department:**

**(A) Prevention Activities:**

- Assess requirement of veterinary measures to be taken in affected areas and arrange for VAS, VFA and other staff, equipment, medicines, Vaccines, disinfectants etc., materials for opening first aid centres and camp dispensaries.
- Locate suitable high places for sheltering livestock.
- Mobilize two or more veterinary teams at the district HQ for emergency relief work.
- Keep at prescribed scales or essential equipment, medicines, vaccines, disinfectants in every hospital, dispensary, first aid centre in the affected areas.
- Arrange for fodder from livestock fodder farms or from other sources.
- Arrange for prevention of wide spread disease in epidemic form amongst animals.
- Assist the district administration in arranging with local traders for supplying animal feed at reasonable price if require.
- Prepare veterinary map showing hospital, dispensaries, first aid centre, All sub centres and cattle population covered by each of these institutions.
- Arrange for sufficient IEC materials for public awareness.

**(B) Response Activities:**

- Alert the subordinate Officers and field staff on receipt of warning.
- Check and arrange personnel, stores, equipment, vehicles etc. and draw up tentative programme of emergency relief works.
- Visit the flood affected areas immediately with a veterinary relief team and start relief measures.
- Arrange with the help of district administration shifting of livestock to suitable high grounds and open additional first aid centres and camps, dispensaries if necessary.
- Constantly visit the flood-affected areas and ensure effectiveness of the measures taken.

## **8.2 Checklist of Various Departments:**

### **8.2.1 Preparedness Checklist for the District Commissioner:**

- Preparation of the DDMP with the assistance of DDMA.
- Setting up of District Control Room.
- Under the DDMP, district level agencies would be responsible for directing field interventions through various agencies right from the stage of warning to relief and rehabilitation.
- The District Commissioner will be an integral part of the DCR.
- The District Commissioner will be assisted by SOC and SOC will be headed by a Site Manager.
- The Site Operations Centre (SOC) will report to the District Control Room.
- The District Commissioner will co-ordinate all the field responses which include, setting up of Transit Camps, Relief Camps and Cattle Camps etc.

### **8.2.2 Preparedness Checklist for the Police Department:**

- The department is familiar with the disaster response plan and response procedures are clearly defined.
- Special skills required during emergency operations imparted to the officials and the staff.
- Review and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Adequate warning mechanisms established for evacuation, equipment's for rescue operations.
- An Officer has been designated as Nodal Officer for Disaster Management.

### **8.2.3 Preparedness Checklist for the Health Department:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to incur equipment, the post-disaster procedures to be followed.
- A hospital plan for the facilities, equipment and staff of that particular hospital has been developed.
- Hospital staff is aware of which hospital rooms / buildings are damage-proof.
- All the staff of the hospital has been informed about the possible disasters in the district, likely damages and effects, and information about ways to protect life, equipment and property.
- An area of hospital identified for receiving large number for casualties.
- Emergency admission procedures with adequate record keeping developed.

- Field staff oriented about DDMP, standards of services, and procedures for tagging.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

#### **8.2.4 Preparedness Checklist for PHE Department:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Adequate warning mechanisms for informing people to store an emergency supply of water have been developed.
- Procedures established for the emergency distribution of water if existing supply is disrupted.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

#### **8.2.5 Preparedness Checklist for Telecom Department:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff along with reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- An Officer has been designated as Nodal Officer for Disaster Management.

#### **8.2.6 Preparedness Checklist for PWD:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.

- All officers are familiar with pre-disaster precautions and post-disaster procedures for road clearing and for defining safe evacuation routes where necessary.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

#### **8.2.7 Preparedness Checklist for Agriculture Department:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Information provided to all concerned officers about the disasters, likely damages to crops and plantations, and information about ways to protect the same.
- The NGOs and the other relief organizations are informed about the resources of the department.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

#### **8.2.8 Preparedness Checklist for Animal Husbandry Department:**

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Hospital staff is aware of which hospital rooms / buildings are damage proof.
- All the staff of the veterinary hospitals and centres has been informed about the possible disasters, likely damages and effects, and information about the ways to protect life, equipment and property.
- An area of the hospital identified for receiving large number of livestock.
- Emergency admission procedures with adequate record keeping developed.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

## CHAPTER-IX

### **Monitoring, Evaluation and Fund :**

The existence of a Disaster-preparedness plan plays a vital role during Disasters. The officials then have at their hand, a complete set of instructions which they can follow and also issue directions to their subordinates and the affected people. This has the effect of not only speeding up the rescue and relief operations, but also boosting the morale of affected people. Disaster plan is also useful at pre-disaster stage, when warnings could be issued. It also proves as a guide to officials at the critical time and precious time is saved which might otherwise be lost in consultations with senior officers and getting formal approval from the authorities. Keeping all these points in mind the DDMP must be evaluated and updated by the district administration in normal time.

#### **9.1 Plan Evaluation:**

The purpose of evaluation of DDMP is to determine

- The adequacy of resources
- Co-ordination between various agencies and Community participation
- Partnership with NGOs

The plan will be updated when shortcomings are observed in

- Organizational structures
- Technological changes render information obsolete
- Response mechanism following reports on drills or exercises
- Assignments of state agencies

Individuals and agencies assigned specific responsibilities within this Plan will prepare appropriate supporting plans and related standard operating procedures, periodically review and update alerting procedures and resource listings, and maintain an acceptable level of preparedness.

#### **9.2 Plan Update:**

The DDMP is a “living document” and the District Commissioner along with all line departments will update it every year taking into consideration

- The resource requirements.
- Update of human resources and Technology to be used.
- Co-ordination issues.

A half yearly or annual conference for DDMP update will be organized by the District Commissioner. All concerned departments and agencies would participate and give recommendations on specific issues. The plan is handy and precise. It is so designed that it will definitely help the officials to take quick actions during the disaster.

### **9.3 Budget and other financial allocations:**

**According to Section 48:** Chapter IX (Finance, Account and Audit)- the Disaster Management Act, 2005, Page-22- Establishment of funds by the State Government,

The State Government shall immediately after notifications issued for constituting the State Authority and the District Authorities, establish for the purposes of this Act the following funds, at district level namely :-

- a) The fund to be called the District Disaster Response Fund;
- b) The fund to be called the District Disaster Mitigation Fund;

#### **According to Section 49:**

- ❖ Every Ministry or Department of the Govt. of India shall make provisions, in its annual budget, for funds for the purpose of carrying out the activities and programmes set out in its disaster management plan.
- ❖ The provision of sub-section (1) shall, mutatis mutandis, apply to departments of the Government of the State.

#### **According to Section 50:**

Emergency procurement and accounting Where by reason of any threatening disaster situation or disaster, the National Authority or the State Authority or the District Authority is satisfied that immediate procurement of provisions or materials or the immediate application of resources are necessary for rescue or relief, -

- ❖ it may authorise the concerned department or authority to make the emergency procurement and in such case, the standard procedure requiring inviting tenders shall be deemed to be waived;
- ❖ a certificate about utilisation of provisions or materials by the controlling officer authorised by the National Authority, State Authority or District Authority, as the case may be, shall be deemed to be a valid document or

voucher for the purpose of accounting of emergency, procurement of such provisions or materials.

**Further to this the following activities have been considered in mainstreaming it into developmental activities.**

- ❖ In construction work the civil engineers have to follow Bureau of Indian Standards (BIS) to construct resistant structures.
- ❖ Special budget at District, Block and village level should be allocated for training of various teams against disaster, purchasing of equipment's to save the life and property of the people, organising mock drills to create awareness among the people, updating the disaster management plans, etc.
- ❖ Government officers, staff are also trained under disaster management, so that their skill will be helpful at the time of disaster.
- ❖ Earthquake resistant principle may be followed in Indira Awas Yojana, Sarba Siksha Abhiyan Mission, National Rural Health Mission; all buildings may be insured by bank, private companies.
- ❖ At District, Block and Village level the plan should be adopted to reduce the risk and vulnerability in various activities.
- ❖ Fund allocation should be made by the Blocks to carry out the following DRM activities:-
  - To train Search and Rescue, First Aid groups.
  - To create awareness among the people.
  - To procure search and rescue materials.
  - To evacuate and set up temporary shelter for disaster victims.

**ANNEXURE - I**  
**Resource Inventory**

Sl. No	Name of item	Owner's Name	Quantity	Available location/Rev. Circle & Police Station
1	Irb, Boat	Sr.So, Nagaon F&Es Station	3nos.	Nagaon F&Ess, Fauzdary Patty Nagaon(Under Sadar Police Station)
2	Life Bouy	Sr.So, Nagaonf&Es Station	10nos.	Nagaon F&Ess, Fauzdarypatty Nagaon(Under Sadar Police Station)
3	Life Jacket	Sr.So, Nagaon F&Es Station	15nos.	Nagaon F&Ess, Fauzdarypatty Nagaon(Under Sadar Police Station)
4	Irb Boat	S.O. Raha F&Es Station	4nos.	Raha Rev Circle Under Raha Police Station
5	Life Bouy	S.O. Raha F&Es Station	6 Nos.	Raha Rev Circle Under Raha Police Station
6	Life Jacket	S.O. Raha F&Es Station	8 Nos.	Raha Rev Circle Under Raha Police Station
7	Irb Boat	S.O. Kaliabor F&Es Station	3nos.	Kaliabor Rev Circle Under Kaliabor Police Station
8	Life Bouy	S.O. Kaliabor F&Es Station	6 Nos.	Kaliabor Rev Circle Under Kaliabor Police Station
9	Life Jacket	S.O. Kaliabor F&Es Station	10 Nos.	Kaliabor Rev Circle Under Kaliabor Police Station
10	Irb Boat	S.O., Sonaribali F&Es Station	1no.	Samaguri Rev Circle Under Samaguri Police Station
11	Life Bouy	S.O.,Sonaribali F&Es Station	6 Nos.	Samaguri Rev Circle Under Samaguri Police Station
12	Life Jacket	S.O.,Sonaribali F&Es Station	5 Nos.	Samaguri Rev Circle Under Samaguri Police Station
13	Irb Boat	L.F.M.,Kampur F&Es Station	3 No.	Kampur Rev.Circle Under Kampur Police Station
14	Life Bouy	L.F.M.,Kampur F&Es Station	12 Nos.	Kampur Rev.Circle Under Kampur Police Station
15	Life Jacket	L.F.M.,Kampur F&Es Station	10 Nos.	Kampur Rev.Circle Under Kampur Police Station
16	Irb Boat	S.O.,Dhing F&Es Station	2 Nos	Dhing Rev.Circle Under Dhing Police Station
19	Life Bouy	S.O.,Dhing F&Es Station	7 Nos.	Dhing Rev.Circle Under Dhing Police Station
20	Life Jacket	S.O.,Dhing F&Es Station	7 Nos.	Dhing Rev.Circle Under Dhing Police Station
22	Irb Boat	S.O.,Ambagan F&Es Station	1no	Samaguri Rev Circle Under Samaguri Police Station
23	Life Jacket	S.O.,Ambagan F&Es Station & Esstation	10nos.	Samaguri Rev Circle Under Samaguri Police Station
24	Life Bouy	S.O.,Ambagan F&Es Station	4 Nos.	Samaguri Rev Circle Under Samaguri Police Station
23	Irb Boat	L.F.M.,Juria ,F&Es Sation(Ad Hoc Station)	Nil	Rupahi Revcircle Under Juria Police
24	Life Jacket	L.F.M.,Juria, F&Es Sation(Ad Hoc Station)	3	Rupahi Rev Circle Under Juria Police Station
25	Life Bouy	L.F.M.,Juria, F&Es Sation(Ad Hoc Station)	1	Rupahi Rev Circle Under Juria Police Station
26	Irb Boat	L.F.M. Batadrava F&Es Sation(Ad Hoc Station)	Nil	Dhing Rev.Circle Under Dhing Police Station

27	Life Jacket	L.F.M. Batadrava F&Es Sation(Ad Hoc Station	5	Dhing Rev.Circle Under Dhing Police Station
28	Life Bouy	L.F.M. , Batadrava F&Es Sation(Ad Hoc Station	5	Dhing Rev.Circle Under Dhing Police Station

<b>ANNEXURE-II</b>		
<b><u>Hospital &amp; Nursing Homes</u></b>		
<b>Designation</b>	<b>Name of officers</b>	<b>Mobile No.</b>
Joint Director of Health Services, Nagaon	Dr. Pancham Kumar Borah	9864240673
Superintendent B.P Civil Hospital, Nagaon	Dr. Bidyawati Hazarika	7636874328
Deputy Superintendent B.P Civil Hospital, Nagaon	Dr. Nabajuwan Bora	9435060137
SDM&HO, Nagaon HQ	Dr. Mrs. Dharitri Patowary	9678277794 / 8399863377
SDM&HO, Kaliabor HQ	Dr. Pallabi Hazarika	9435597774
SDM&HO Public Health	Dr. Gopal ch. Roy	9435568233
SDM&HO Epidemic	Dr. Mrs. Madhumita Bora	8638391898
SDM&HO School Health	Dr. Smritakshi Phukan	9435067812
District Malaria Officer, Nagaon	i/c Gopal Ch. Roy	9435568233
SDM & HO, Nagaon HQ	Dr. Dharitri Patowary	9678277794 / 8399863377
SDM & HO, Kaliabor HQ	Dr. Pallabi Hazarika	9435597774
SDM & HO Public Health	Dr. Gopal ch. Roy	9435568233
SDM & HO Epidemic	Dr. Mrs. Madhumita Bora	8638391898
SDM & HO School Health	Dr. Smritakshi Phukan	9435067812
SDM & HO, Kaliabor HQ	Dr. Pallabi Hazarika	9435597774
SDM & HO, Jakhalabandha PHC	Dr. Biren Dewri	9864243788
Deputy Superintendent, Jakhalabandha CHC	Dr. Joydeep Kakati	9864243788

**List of Nursing Homes under Nagaon District**

Sl No.	Name of Pvt. Hospital	Phone No.
1	Mercy Hospital, Haiborgaon	7829870730/8848871128
2	AJ Hospital, Morikolong Road	9435061657
3	Aditya Hospital, Mohkhuli	8638559875
4	Dew Care Hospital, Mohkhuli	7002804733/7002888035
5	Metro Hospital, Chalchali	9706904855
6	SIIMS Hospital, Barghat	9101761547
7	PKB Hospital, Haiborgaon	9435060114
8	Nagaon Nursing Home, Haiborgaon	9435061867
9	Nidan Hospital, Khutikatia	9954191957
10	Gohain Nursing Home, Amolapatty	9085511156
11	DBM Hospital, Nagaon Town	8638487589
12	Awhaq Hospital, Dhing	9957230241
13	Kapili Hospital, Dimoruguri	8638221968
14	Trinayan Hospital, Borghat	9508402407
15	G.D. Hospital & R.C. Haiborgaon, Haibargaon	9401852415
16	Health Planet Hospital, Dhing Gate	7002576740
17	RAAHAT HOSPITAL, Dhing Gate	6001325019
18	NAMC Hospital, Haiborgaon	6002442410
19	G.D. Nursing Home & R.C. Amolapatty	6000404720

**ANNEXURE III**  
**LIST OF AMBULANCES**

SL NO	VRN	NEW LOCATION	Location Phone Number	TYPE
1	AS01JC2101	AMSOI PS	96780 03927	BLS
2	AS01JC2102	MAHADEWSAL PHC	60009 03781	BLS
3	AS01FC6434	Juria MPHC	60009 05241	BLS
4	AS01MC9345	BAREPUJIA PHC	70990 79910	BLS
5	AS01MC9358	RAHA Rantholi CHC	70990 45081	BLS
6	AS01JC2305	Phulaguri SD	75780 09108	BLS
7	AS01PC4338	BEBEJIA CHC	69012 67414	BLS
8	AS01JC2139	JAJARI PS	96780 73108	BLS
9	AS01JC7856	AIBHETI MPHC	70990 63727	BLS
10	AS01FC1690	SILOGONI MPHC	69139 13011	BLS
11	AS01UC3464	RAHA CHC	88110 77949	BLS
12	AS01PC4314	DAGAON PHC	88765 10276	BLS
13	AS01FC6403	MAGURGAON AAM	88765 10215	BLS
14	AS01MC9346	BP CIVIL	70990 79901	BLS
15	AS01JC9033	POLICE RESERVE	96780 03893	BLS
16	AS01FC2125	UZARAGAON MODEL HOSPITAL	70860 91978	BLS
17	AS01PC4332	Buragohain PHC	69000 11747	BLS
18	AS01FC8400	RANGALOO PS	92879 98252	BLS
19	AS01PC4373	Kathiatoli PHC	92879 52664	BLS
20	AS01PC4337	KAMPUR FRU	60009 03833	BLS
21	AS01FC8338	KACHUA MODEL HOSPITAL	69012 67823	BLS
22	AS01UC3539	Borghat BYPASS	84860 37533	BLS
23	AS01MC9475	KUTHORI MPHC	7099079893	BLS
24	AS01PC4360	JAKHALABANDHA CIVIL	8486025312	BLS
25	AS01FC8396	Silghat Railway Station	9678070108	BLS
26	AS01JC2308	LAUKHUWA PHC	9957942108	BLS
27	AS01JC2117	RUPOHI MODEL HOSPITAL	99577 88108	BLS
28	AS01JC2287	NMCH	99577 75108	BLS
29	AS01FC4313	AMLUKEE PHC	60009 03830	BLS
30	AS01PC4331	SIMONABASTI PHC	9287987345	BLS
31	AS01FC1601	KATAHGURI BAZAR	6000903831	BLS
32	AS01JC9011	DHING FRU 1	9957739108	BLS
33	AS01UC5463	SHULUNG BAZAR	9287987343	ALS
34	AS01UC5502	KUWARITOL PHC	6000903743	ALS
35	AS025CC7864	Bechamari Hospital	99577 25108	BLS
36	AS01FC8318	AMBAGAN SD	9287987346	BLS
37	AS01EC7973	BARHAMPUR SD	6901262406	BLS
38	AS01PC8372	KAWAIMARI fru	60009 03832	BLS
39	AS01JC2137	SAMAGURI PHC	99577 03108	BLS
40	AS01JC9014	PURANIGUDAM SD	60009 03837	BLS
41	AS01JC2130	Singiaputoni PHC	99577 40108	BLS
42	AS25CC7805	MISSA SD	99579 97108	BLS
43	AS01PC4370	KOROYINI PHC	60009 03927	BLS
44	AS01PC4317	BATADRAWA MPHC	9287952677	BLS

**ANNEXURE - IV**

**Master Register for Relief Camp**

**Part A: Profile of the Camp Population:**

Name of Village\_\_\_\_\_

Name of Mouza\_\_\_\_\_

Name of Police Station\_\_\_\_\_

Sl No.	Name of the Head of family with father's/husbands name	Age	Sex	Name of other family members	Age	Sex	Total members			Date of entry in Relief Camp	Date of leaving of the Camp	Remarks
							Adult	Minor	Total			
1	2	3	4	5	6	7	8	9	10	11	12	13

**Part B: Details of Relief / Aid**

**Details of Relief Items Distributed**

Date	Articles	Scale for Adult/Minor	Quantity Issued	Name of Recipient	Signature of Recipient	Signature of Distributing officer
1	2	3	4	5	6	7

**Scale of Gratuitous Relief issued as per Disaster Management Manual2015:**

Category	Rice	Dal	Salt	M. Oil
Adult	600 gms.	100 gms.	30 gms.	30 ml.
Minor	400 gms.	100 gms.	30 gms.	30 ml.

**ANNEXURE - V**  
**Requirement of Fund from Revenue Circle**

TO,

The District Commissioner & Chairman  
District Disaster Management Authority, Nagaon.

Sub: - Requesting for release of fund.

Sir,

With reference to the subject cited above, I have the honour to request you kindly to release Rs. ----- only for conduct of below mentioned training/meetings/workshop/Mock Drill etc. under-----Revenue Circle.

This is for favour of your kind information and necessary action.

Name of Revenue Circle:-

Sl. No.	Name of Programme/Training/Workshop /meetings etc.	Tentative requirement in Rs.	Unit Cost in Rs. (if any)	Total Amount in Rs.
Total				

(Rupees----- ) Only.

Yours Faithfully

Circle Officer  
----- Revenue Circle

**ANNEXURE - VI**  
**Format for Requisition of Assistance from Govt. of India/NDRF**

To

-----  
National Disaster Response Force (NDRF)

Sir

You are requested to send a team of National Disaster Response Force (NDRF) in the following location/locations.

Type of Incident	
Name of District	Name of the Rev. Circle
Place of Incident	
Nearest Police Station	
Nearest Fire Station/SDRF	
Contact Person	
Phone/Mobile	

Principal Secy.DM&CEO, ASDMA/District Commissioner Nagaon

Copy to:

- 1Ministry of home Affairs (MHA)
- 2National Disaster Management Authority (NDMA), New Delhi
- 3DG HQ NDRF
- 4Chief Executive Officer ASDMA, Dispur.

Principal Secy.DM  
CEO, ASDMA/District Commissioner, Nagaon

**ANNEXURE - VII**  
**Format for Requisition of Assistance from Air Force**

To

-----

-----Air Force Station

Sir,

You are requested to provide air support in the following location/locations

Type of Incident			
Name of the District		Name of Revenue circle	
Event Location/Helipad		Coordinates	----- -----N
			----- -----E
Type of Air Support Requisition	Rescue Mission		
	Food Dropping		
	Other purpose		
Officers to be accompanied	Name		
	Designation		
Point of Contact (Authorized person to coordinate)	Name		
	Phone/Mobile		

**District Commissioner**  
-----District

Copy to:

- 1., AOC Eastern Air Command (EAC), Shillong.
- 2., Chief Executive Officer, ASDMA, Dispur.
- 3., Secretary Home Dept.

**District Commissioner**  
-----District



**ANNEXURE - VIII**  
**Flood Report Format**  
**Assam State Disaster Management Authority**  
**DAILY FLOOD REPORT**  
**District:- Nagaon**



**Flood Situation as on today i.e.**

<u>PARTICULARS</u>	<u>During last 24 hours</u>					
Names of Revenue Circles affected	<i>Total :</i>					
Villages / Localities Affected	<i>Revenue Circle</i>	<i>No. of Villages</i>	<i>Name of Villages</i>			
	<i>Total :</i>					
Crop area affected (in Hect)	<i>Revenue Circle</i>	<i>Crop area</i>				
	<i>Total :</i>					
Population affected	<i>Revenue Circle</i>	<i>Population</i>				
	<i>Total :</i>					
Relief Camps/ Centers opened	<i>Revenue Circle</i>	<i>Relief Camps</i>				
	Nil					
Inmates in Relief Camps	<i>Revenue Circle</i>	<i>Inmates</i>				
	Nil					
Human Lives Lost	<i>Total :</i>					
	Nil					
Animals Affected	<i>Revenue Circle</i>	<i>Big</i>	<i>Small</i>	<i>Poultry</i>		
	<i>Total :</i>					
Animals Washed away	<i>Revenue Circle</i>	<i>Big</i>	<i>Small</i>	<i>Poultry</i>		
	<i>Total :</i>					
Houses Damaged	<i>Revenue Circle</i>	<i>Fully</i>			<i>Partially</i>	
	<i>Total</i>					
Rescue Operation	<i>Revenue Circle</i>	<i>Agency</i>	<i>Boat deployed</i>		<i>Persons Evacuated</i>	
	<i>Total :</i>					
Medical Team Deployed						
Relief Distributed	<i>Revenue Circle</i>	<i>Rice</i>	<i>Dal</i>	<i>Salt</i>	<i>M. Oil</i>	<i>Others</i>
	<i>Total :</i>					
	<i>Embankment</i>					
	<i>Road</i>					
	<i>Bridge</i>					
	<i>Other</i>					

**ANNEXURE - IX**  
**Important Contact Number of District  
Administration**

Sl. No.	Name	Designation	Mobile No.	E-mail
1	Devasish Sharma, IAS	District Commissioner, Nagaon	88225-39991	dc-nagaon@nic.in
2	Swapnaneel Deka, APS	Superintendent of Police, Nagaon	60269-00895	<a href="mailto:sp.nagaon@assampolice.gov.in">sp.nagaon@assampolice.gov.in</a>
3	Manoj Kumar Sikaria, ACS	CEO Zilla Parishad PD DRDA Nagaon	70026-15957	nzp.2008@rediffmail.com
4	Debajani Choudhary, ACS	District Development Commissioner, Nagaon	94350-63541	
5	Dipankar Barman ACS	CEO, DDMA, Nagaon	86380-29122	ddmanagaon@gmail.com
6	Dr. Ankita Bora, ACS	Co-District Commissioner, Raha Co-District	78962-56019	cdc-raha@assam.gov.in/ cdc.raha2024@gmail.com
7	Raj Borua, ACS	Co-District Commissioner, Kaliabor Co-District	98208-06877	cdc-kaliabor@assam.gov.in/ cdckaliabor@gmail.com
8	Mridul Boro ACS	ADC, Nagaon	95597-53983	
9	Kamal Jeet Sarma ACS	ADC, Nagaon	86383-75323	
10	Pallavi Gogoi ACS	ADC, Nagaon	98640-55226	
11	Praveen Mahato ACS	ADC, Nagaon	93680-03926	
12	Shekharan Phukan, ACS	Election Officer, Nagaon	91274-38876	<a href="mailto:deo.nagaon24@gmail.com">deo.nagaon24@gmail.com</a> deo-nagaon@nic.in
13	Bandeep Rabha	Circle Officer, Nagaon	70992-19481	
14	Rosy Lhinglenkim Singson, ALRS	Circle Officer, Kampur	70028-92409	
15	Partha Pratim Choudhury, ACS	Circle Officer, Dhing	69000 32868	
16	Biswajit Datta, ACS	Circle Officer, Raha	89204-76737	
17	Pritam Thakuria, ACS	Circle Officer, Rupahi	88764 36719	
18	Rajesh Singh, ACS	Circle Officer , Samaguri	80112-66196	
19	Manish Bharali, ACS	Circle Officer, Kaliabor	60020 22813	
21	Anjali Kumari ACS	Asstt. Commissioner, Nagaon	88007-48105	
22	Praveen Mahato ACS	Asstt. Commissioner, Nagaon	93680-03926	
23	Dharmaraj Kalita, ACS	Asstt. Commissioner, Nagaon	60002-09809	
24	Priyanka Kashyab, ACS	Asstt. Commissioner, Nagaon	99576-94135	
25	Rupak Majumder, ACS	Asstt. Commissioner, Nagaon	87218-05734	
26	Arunav Baruah, ACS	Asstt. Commissioner, Raha	60030-19662	
27	Priyom Jyoti Phukan, ACS	Asstt. Commissioner, Raha	96785-39495 70022-78871	
28	Neihat Haolai, ACS	Asstt. Commissioner, Koliabor	99719-70479	
29	Nilutpal Chetia, ACS	Asstt. Commissioner, Koliabor	96503-40837	
30	Pankaj Bhuyan	Executive Officer, Nagaon Municipality Board	86381-92431	nagaonmunix14@gmail.com
31	Sunchita Langthasa, AUAS	Executive Officer, Dhing Municipal Board	73992-79405	
32	Pritismrita Bhuyan,	Executive Officer, Kampur Municipal Board	93656-17189	
33	Rudrajyoti AUAS	Executive Officer, Raha Municipal Board	87239-61069	
34	Bijayanta Goswami	District Project Officer, DDMA	94352-38099	bijayanta1980@gmail.com
35	Bikash Saikia	Field Officer, Samaguri	91012-01449	fosamaguri@gmail.com
36	Parishmita Saikia	Field Officer, Raha	86383-28029	forahacircle@gmail.com
37	Puja Boiragi	Field Officer, Kaliabor	60004-94043	fokaliabor@gmail.com
38	Titu Das	Field Officer, Nagaon Sadar	87218-14625	fosadar1@gmail.com
39	Manash Jyoti Baruah	Field Officer, Dhing	93653-80691	fodhing@gmail.com
40	Jogesh Chandra Gour	Field Officer, Kampur	87610-10101	fokampur1@gmail.com
41	Himan Jyoti Sarmah	Field Officer, Rupahi	81338-10181	forupahi1@gmail.com

42	Imran Ali	Information Assistant, DEOC, DDMA	94350-10820	mmdli@rediffmail.com
43	Amarjyoti Borthakur	Information Assistant, DEOC, DDMA	84867-06513	borthakuramar121@gmail.com
44	Manab Jyoti Das	Information Assistant, DEOC, DDMA	84864-07458	manabdas7007@gmail.com
45	Siddikur Rahman	Information Assistant, DEOC, DDMA	70028-37953	msiddik966@gmail.com
46	Pinku Majumder	EE, W.R. Division, Nagaon	94355-48198	wrnagaondivision@gmail.com
47	Mrinal Bora	EE, PWD, Nagaon Barhampur & Rupahi Territorial Road Division.	94350-62166	
48	Khalek Uddin Ahmed	EE, PWD, Batadrava, Dhing & Raha Territorial Road Division	94014-68253	
49	Puspa Chetry	EE, PWD, Samaguri & Koliabor Territorial Road Division	94354-85674	
50	Hemen Deka	EE, Irrigation, Nagaon- Barhampur & Raha-Batadrava Division	99541-23364	
51	Lakhi Nandan Pegu	EE, Irrigation, Dhing-Rupahi Division	70028-00428	
52	Nilam Prasad Borah	EE, Irrigation, Samaguri-Koliabor Division	70025-33129	
53	Rupjyoti Bordoloi	EE, PHE, Nagaon Division	88227-45835	
54	Nasheem Amin	EE, PHE, Dhing Division	98106-35674	
55	Mondeep Bharali	I/c EE, PHE, Koliabor & Samaguri Division	70028-63624	
56	Bishwajit Bora	EE, PWD, Nagaon Territorial Building Division	94354-89179	
57	Deepjyoti Pathak	EE, PWD, Kaliabor & Barhampur, Territorial Building Division	86381-33834	
58	Paresh Bordoloi	District Employment Officer, Nagaon	78961-30810	
59	Nikhil Narayan Baruah	District Agriculture Officer, Nagaon	86388-61417	
60	Madhab Chandra Doley	EE Agril Eng, Nagaon	86388-19934	
61	Dr. Pancham Kr. Borah	Join Director of Health service, Nagaon	94351-60985	
62	Hajarika	Suptd. BP Civil Hospital, Nagaon	91018-59249	
63	Nghiam Seng Chiring	Sr. F&ES Officer Nagaon	86382-05964	
64	Rajib Hazarika	DFO Wild Life Divn, Nagaon	93942-28906	
65	Dibakor Das	DFO, Social Forestry, Nagaon	70868-33363	
66	Subhas Kadam	DFO, Territorial, Nagaon	69001-34855	
67	Simanta Borah	DTO, Nagaon	60014-32595	
68	Pratim Barua	District Sports Officer, Nagaon	93652-03338	
69	Ramnarayan Bora	District AH & Veterinary Officer, Nagaon	60002-42610	
70	Suren Keot	SDVO, Nagaon	70020-10429	
71	Pallav Pran Bora	CEO, APDCL, Nagaon	86381-50767	
72	Swapan Das	AMG APDCL, Nagaon	98640-19326	
73	Chaudhary Abhireet	Divisional Manager, FCI, DO, Nagaon	82952-73266	
74	Hitesh Hatkhowa	Commercial Manager, FCI, Nagaon	97069-84508	
75	Jatijiban Bora	Deputy Director Town & Country Planning Nagaon	70027-98006	
76	Mridul Kr Nath	IS Cum DEEO, Nagaon	88118-60479	
77	Kitborlang Lyngdoh Kynshi	DIO, NIC, Nagaon	70052-76974	
78	Dilwar Hussain Barbhuiya	Asstt DIA, NIC, Nagaon	93657-45585	
79	Bhola Nath Pegu	District Social Welfare Officer, Nagaon	94358-79432	
80	Anjali Arya	District Child Protection Officer, Nagaon	95088-30327	
81	Himangshu Talukdar	District Fishery Officer	94350-89529	
82	Jagdish Sharma	Asstt. Director, Sericulture Nagaon	70999-35191	
83	Bipul Ch. Das	Asstt. Director Handloom Textile officer	91010-16545	
84	Prasanta Rangi	Deputy Handloom Textile officer	87618-98758	
85	Bikash Sarma	DIPRO, Nagaon	99540-04086	
86	Pranjan Raj Medhi	GM DIC, Nagaon	98642-95333	
87	Goutam Saikia	Superintendent of Industries & Commerce, Kaliabor, Nagaon	Nil	
86	Prasanna Mudoi	Divisional Soil Conservation Officer, Nagaon	94355-78463	
87	Ujjwal Hazarika	I/c EE, Middle Assam Division	87210-62612	

		(Technical), Department of Housing & Urban Affairs Doh &Ua, Nagaon		
88	Priyanka Kashyab, ACS	I/C, DDS, FPD & CA, Nagaon	99576-94135	
89	Dhrubajyoti Deka	Superintendent of Food & Civil supply Nagaon	94350-97310	
90	Mousam Das	BDO, Garajan Dev Block	91010-39787	
91	Chandrajyoti Pegu	BDO, Singimari Dev. Block	99570-90850	
92	Sidhartha Singkai	BDO, Barhampur Dev Block	70867-77398	
93	Raben Kumar Barman	BDO, Baguraguri Dev Block	99543-06564	
94	Alakesh Dutta,	BDO, Kathiatoli Dev Block	86381-02662	
95	Silpa Dutta	BDO, Kaliabor Dev Block	98545-64096	
96	Bipul Saikia	BDO, Paschim Kaliabor	86384-08792	
97	Moinuddin Ahmed	BDO, Juria Dev Block	78962-60492	
98	Pranjit Dutta	BDO, Khagorijan Dev Block	91011-83690	
99	Bhagyasri Deka	BDO, Pakhimoria Dev. Block	86387-70845	
100	Rahul Deka	BDO, Dhing Dev Block	60027-15910	
101	Gitamoni Burhagohain	BDO, Raha Dev Block	91011-30538	
102	Sikha Gogoi	BDO, Niz- Dhing Dev Block	78960-87897	
103	District Disaster Management Authority, DDMA, Nagaon & District Emergency Operation Centre, DEOC, Nagaon	Help Line Number (24x7)	1077 (Toll Free) 03672-236827 03672-230177 03672-238000 & 87209-63477	ddmanagaon@gmail.com



**ANNEXURE - XI**  
**Information of Helipad**

Sl. NO.	DISTRICT	NAME OF REV CIRCLE	GP NAME	VILLAGE NAME	NAME OF THE LOCATION/FIELD	LAT	LONG
						only in decimal degree	only in decimal degree
1	Nagaon	Nagaon Sadar	Nagaon Municipal Board Ward-10	Town Nagaon	NAGAON NEHERUWALI	26.352147	92.682663
2	Nagaon	Nagaon Sadar	Nagaon Municipal Board Ward-11	Town Nagaon	Dawson School Playground (Garu Field)	26.353401	92.694763
3	Nagaon	Kampur	Kampur MB Ward No 8	Kampur Town	Kampur Sports Association	26.162813	92.66382
4	Nagaon	Kaliabor	Pub-Pubthoria	Chatial	Dr. T. Ao Stadium	26.3446	92.5814
5	Nagaon	Kaliabor	Niz-Borbhogia	Missa	Missa Polo Club	26.481102	92.943503
6	Nagaon	Kaliabor	Pub-Pubthoria	Kuwarital	Kaliabor College Gandhi Moidan, Kuwarital	26.548397	92.930458
7	Nagaon	Rupahi	Ward No. 3	Juria Kadamoni Town	Bagariguri HS School Playground (Juria Field)	26.448146	92.660242
8	Nagaon	Raha	Ward No. 10 under Raha Municipal Board	Hariamukh	Raha H.S.S. Playground	26.238304	92.531822
9	Nagaon	Dhing	Dhing MB	Dhing Town	Dhing Athgaon Majalia School Playground	26.470365	92.474259
10	Nagaon	Dhing	Dhing MB	Dhing Town	Jagannath Playground	26.459064	92.486195
11	Nagaon	Dhing	Dhing MB	Dhing Town	Dhing G.B.H.S. School Playground	26.453306	92.482127
12	Nagaon	Dhing	Dhing MB	Aathgaon	Luitporia Field, Dhing	26.463685	92.466261
13	Nagaon	Dhing	Sonaibhera Batamari	Batamari	Batamari Haidubi Playground	26.417442	92.556669
14	Nagaon	Dhing	Dagaon Dhing Gaon	Dagaon	Da-gaon Anchalik Playground	26.441624	92.611009
15	Nagaon	Samaguri	Samaguri	Samaguri grant	Samaguri HSS Playground	26.415734	92.840111
16	Nagaon	Samaguri	Puranigudam	Puranigudam Town	Bapuji Hall and Library Playground	26.366859	92.791753
17	Nagaon	Samaguri	Niz Lawkhowa	Niz Lawkhowa	Lawkhowa Cricket Playground	26.532382	92.794706
18	Nagaon	Samaguri	Chalchali - Halowagaon	Bherbheri	Maha Mritunjay Temple	26.341483	92.775998