



**DRAFT GUWAHATI CITY DISASTER  
MANAGEMENT & RESPONSE PLAN  
KAMRUP METROPOLITAN DISTRICT**

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# **CHAPTER-1**

## **CITY AT A GLANCE**

### **Introduction:**

The City Disaster Management Plan focuses on the Guwahati Metropolitan Development Authority jurisdiction, comprising of Guwahati Municipality Corporation area (GMCA), North Guwahati Town Committee area, Amingaon and some revenue villages. The area is known as the Guwahati Metropolitan area(GMA) and covers an area of 264 sq.kms.

### **1.1 HISTORY**

Situated on the bank of the mighty river Brahmaputra, Guwahati is said to be the legendary Pragjyotishpur or City of Eastern Light. Guwahati is the gateway to northeastern India. The name is a combination of two words - Guwa meaning areca nut and Hat meaning market. Guwahati is the commercial nerve centre of the Northeast.

### **1.2 LOCATION**

Geographical extension of Guwahati city is 91°33'18.141" E and 91°10'41.005 "E Longitude and 25° 59' 33.183" N and 26° 15' 50.945" N Latitudes.. It is located towards the South-Eastern side of Kamrup district, which is surrounded by Nalbari District in the north, Darang and Marigaon districts in the East, Meghalaya State in the South and Goalpara and Barpeta districts at the west.

The city is situated on an undulating plain with varying altitudes of 49.5 m to 55.5 m above Mean sea Level(MSL). The Southern and Eastern sides of the city are surrounded by hillocks. Apart from the hilly tracts, swamps, marshes, water bodies like Deepor Bill, Silpukhuri, Dighali Pukhuri, Borsola Beel and silsakoo Beel etc also cover the city.

### **1.3 AREA AND POPULATION**

Kamrup Metro occupies an area of 644 sq. km where Area under GMA is 264 sq Kms with population of 968549 nos. (Census 2011).

### **1.4 ADMINISTRATIVE DIVISION AND URBAN LOCAL BODIES**

There is one Municipal Corporation in Guwahati city which is known as Guwahati Municipal Corporation or GMC. The city has been divided into 60 wards.

Other urban local bodies responsible for development of the city are –

- Guwahati Metropolitan Development Authority or GMDA
- Guwahati Development Department or GDD
- Town & Country Planning or T & CP

## 1.5 CLIMATE & RAINFALL

The City falls under humid, sub tropical region characterized by warm humid climate with heavy rainfall and a relatively cool winter with rather scanty rainfall, average humidity 75%. The winter season starts from December and ends in February followed by the summer season from March to May. The monsoon season starts from June and continues till September receiving an average rainfall of 1065mm. followed by the post monsoon season (October — November), The normal rainfall recorded in the city 1600mm. The maximum and minimum temperature recorded in the city is 38 degree and 7 degree respectively with a relative humidity of more than 76.6%.

**Table1: Climate of the region**

Month	Mean Temperature C		Mean total rainfall	Mean no. of rainy days
	Daily Minimum	Daily Maximum		
Jan	9.8	23.6	11.4	1.2
Feb	11.5	26.4	12.8	1.3
Mar	15.5	30.2	57.7	4.6
Apr	20.0	31.5	142.3	9.0
May	22.5	31.0	248.0	14.3
June	24.7	31.4	350.1	16.1
July	25.5	31.8	353.6	16.8
Aug	25.5	32.1	269.9	13.9
Sep	24.6	31.7	166.2	10.3
Oct	21.8	30.1	79.2	5.3
Nov	16.4	27.4	19.4	1.5
Dec	11.5	24.6	5.1	0.4

**Source: Regional Meteorological Centre, Guwahati-1951-1980**

## TOPOGRAPHY

The Kamrup Metropolitan district is bounded on the North by Kamrup District, on the South lies the State of Meghalaya. in the East Morigaon District and in the West we have Kamrup District.

## 1.6 IMPORTANT RIVERS IN AND AROUND GUWAHATI CITY

Brahmaputra (flowing in North-East to North-West direction) Kalangsuti (South-East of the city) Di garu (flowing east of the city) Bharalu (flowing through the heart of the city from South Basistha to North of the city Bharalumukh) Mora Bharalu (flowing from South Garchuk to North of the city joining Bharalu before it reaches the Brahmaputra in the North) Basistha Bahini (flowing South-East Basistha towards south-West meeting Morabharalu near Dakhingaon) Kulsi (West of the city) Singra (West of the city)

## **GUWAHATI CITY IS LINKED BY: ROADWAYS, RAILWAYS, AIR WAYS & WATERWAY**

### **1.7 NATIONAL HIGHWAY**

Guwahati Metropolitan area has been touched upon by NH31, NH 37 and NH40. NH 31 and NH 37 connect GMA with the rest of the country, while NH 40 and State Highways connect the area with other north eastern states of Tripura, Meghalaya, Mizoram, Manipur, Nagaland and Arunachal Pradesh and other cities and towns of Assam. NH 40 is a major link connecting Guwahati city with Shilong, Mizoram and southern parts of Assam. Whereas NH31 connects the city with Bongaigaon, Dhuburi and enters West Bengal in the west. All the census towns and other important areas are located on or along the NH 31 and 37.

### **1.8 RAILWAY STATION**

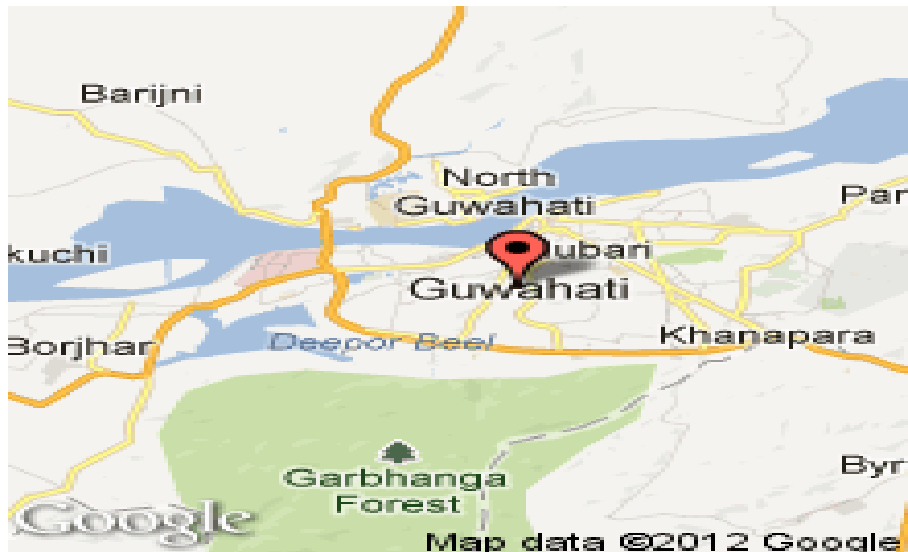
The Head Quarter of the North East Frontier railway is situated at Maligaon, Guwahati. The nearest railway station from the District Head Quarter Guwahati is within 1 KM. A broad gauge railway line connects Guwahati with other nearby major towns like Rangia, Bongaigaon, Khetri etc. and further with the rest of the country. The broad gauge railway track also connects Guwahati with Dibrugarh-Tinsukia in the east.

### **1.8 AIRPORT**

Lokopriya Gopinath Bordoloi International Airport is located at 25 KM away from the District Head Quarter. Guwahati airport caters to both private and national airlines and has been recently converted in to an international airport with direct connectivity to South East Asia.

### **1.11 LANGUAGES**

Languages commonly used are Assamese, English, Hindi, Bengali, Boro & Karbi.



## **CHAPTER-2**

# **RISK ASSESSMENT & VULNERABILITY ANALYSIS**

### **2.1 INTRODUCTION**

Disaster refers to a serious disruption of the functioning of a society, causing widespread human, material, or environmental loss, which exceeds the ability of the affected society to cope using its own resources. To put it in other words, it is the occurrence of a sudden mishap/calamity/grave occurrence that disrupts the basic fabric and normal functioning of a society (or community).

### **2. 2 VISION**

The Kamrup Metropolitan District, situated on the western part of Assam has always been at the centre stage of natural calamities like floods, cyclones, earthquake, landslide, epidemics etc. Keeping in mind these very probable calamities in the district that cause major setbacks to lives, livelihoods and property (both movable and immovable), the District Administration. Kamrup Metropolitan District felt the urgency of the need of preparing an emergency response plan. The devastation caused by floods, landslides and cyclones has posed a challenge before the Kamrup Metropolitan District Administration to analyze each and every decision making process to gear up the rescue and restoration during such situations as well as building up the capacity to face further calamities in future. The District Administration has realized the necessity to compile a plan to prevent/minimize the loss and also to facilitate faster recovery during an emergency of this kind. This booklet is more of a guidebook, which can help the administration, remains better prepared for earthquakes, floods and cyclones to safeguard lives, livelihood and property.

### **2.3 OBJECTIVES**

The objectives behind the preparation of the City Disaster Management Plan are:

- To mitigate impact of natural and man-made hazards through preparedness at District and Ward level.
- To provide effective support and resources to all the concerned individuals, groups and departments in disaster.
- To assist the line departments, 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 lone-term support plans for vulnerable people in/during disasters.
- To create awareness among the people about hazards occurrence and increasing their participation in preparedness, prevention, development, relief, rehabilitation and reconstruction process.
- To have response system in place to face any eventuality.
- To affect or elicit the least possible disruption to the normal life process when dealing with individuals in disaster.
- To ensure active participation by the Government Administration, communities, NGOs, CBOs and volunteers at all levels making optimal utilization of human and material resources during the time of disaster.

## 2.4 PERSPECTIVE

A formal plan for managing disaster would include:

- Pre planning a proper sequence of response actions.
- Allocation of responsibilities to the participant agencies.
- Developing codes and standards operating procedures for various departments and relief agencies involved.
- Inventory of existing facilities and resources.
- Mechanism for effective management of resources.
- Coordination of all relief activities including those of NGOs to ensure a coordinated and effective response.
- Coordinating with the state response machinery for appropriate support.
- Testing the plan including mock drills.
- Defining levels of acceptable risk.
- Monitoring and evaluation of actions taken during relief and rehabilitation.

## 2.5 History of previous Disaster

Major Earthquakes in the Northeastern Region in Recent Past:

Place	Year	Magnitude	Remarks
Sikkim	18 <sup>th</sup> Sept'2011	6.9	Many people died. Property destroyed. One of huge earthquake in recent times.
Guawhati	Sept'2011	5.6	Destruction of property
Bhutan	Sep,21, 2009	6.2	Destruction of property
Cachar	March 21, 1869	7.8	Numerous earth fissures and sand craters
Shillong Plateau	June 12, 1897	8.7	About 1542 people died
Sibsagar	Aug 31, 1906	7.0	Property damage
Mayammer	Dec 12,1908	7.5	Property damage
Srimangal	July 8,1918	7.6	4500 km <sup>2</sup> area suffered damage
SW Assam	Sep 91923	7.1	Property damage
Dhubri	July 2, 1930	7.1	Railway lines, culverts and bridges cracked
Assam	Jan 27, 1931	7.6	Destruction of property
Nagaland	1932	7.0	Destruction of property
N-E Assam	Oct 23, 1943	7.2	Destruction of property
Arunachal	July 7, 1947	7.5	Destruction of property
Upper Assam	July 29, 1949	7.6	Severe damage
Upper Assam	Aug 15, 1950	8.7	About 1520 people die. One of the latest known quake in history
Patkai Range, Arunachal	1950	7.0	Property damage
Manipur- Burma border	1954	7.4	Property damage
Darjeeling	1959	7.5	Property damage
Indo- Myanmar Border	Aug 6, 1988	7.5	No Casualty reported

Source: R.P. Tiwari Status Of Seismicity In The Northeast India And Earthquake Disaster Mitigation, Department Of Geology, Pachhunga University College, Mizoram University, Aizawl 796001, Mizorm.

## 2.6 STRATEGY

The preparation of a City Disaster Preparedness Plan involves the following steps:

Steps	What is to be done	Who are to be involved	How it is to be done
I	Review and Analysis	Deputy Commissioner, CEO-Guwahati Metropolitan Development Authority, Commissioner-Guwahati Municipal Corporation. Sr.Suptd. of Police. ADC, Emergency Officer. COs. Ward Community level workers, NGOs/CBOs	<ul style="list-style-type: none"> <li>• Past history of disasters to be discussed, and documented.</li> <li>• Extent of severity and damage to be recorded.</li> <li>• The nature of the Warning issued to be analyzed.</li> <li>• The nature and extent of the rescue and restoration done, to be revisited.</li> </ul>
II	Situation Analysis	Circle Officer. Line Depth. Ward Community level workers, NGOs/CBOs	<ul style="list-style-type: none"> <li>• Mapping the geography and topography of the risk prone areas. Circle-wise and ward-wise.</li> <li>• Demographic details to be recorded.</li> <li>• Mapping of the habitation in the concerned areas.</li> <li>• The natural resources to be marked on the maps.</li> <li>• Listing all the livelihoods and properties.</li> <li>• The existing risk prone/ safe infrastructure to be marked on the map.</li> </ul>
III	Hazard Analysis	-do-	<ul style="list-style-type: none"> <li>• Identification of all possible hazards in the area based on past experience and available records.</li> <li>• Identification of the most vulnerable areas with relation to threat to life. livelihoods and property.</li> </ul>
IV	Vulnerability Assessment	-do-	<ul style="list-style-type: none"> <li>• Locations of the vulnerable areas are to be mapped separately.</li> <li>• Identification of the vulnerable people such as. the elderly, the disabled. children and pregnant women, families living in thatched houses. fishermen (if any). ailing people. etc.</li> <li>• Identification of property or assets which are likely to be affected, such as. Cattle and other livestock's. kachcha houses. weak structures, lift line buildings etc.</li> <li>• Identification of weak structures.</li> </ul> <p>Marking the drainage system in the concerned area</p>

## Resource Map of Guwahati City



## 2.7 ROLE OF THE DISTRICT ADMINISTRATION

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



## 2.8 HAZARDS SPECIFIC PRONENESS IN KAMRUP METROPOLITAN DISTRICT

### VULNERABILITY ANALYSIS OF KAMRUP METROPOLITAN DISTRICT

Earthquake	As per the latest seismic zoning map of India, the Kamrup Metropolitan district falls under High Risk Zone- V, where a maximum intensity of IX can be expected.
Flood	The general reason of occurrence of flood in Kamrup Metropolitan district is due to overflow of Rv. Brahmaputra and its tributaries, mainly Bharalu, Kolong and Digaru.
Soil Erosion	The soil erosion is major threat to many places in Kamrup Metropolitan district in the Azara and Chandrapur Revenue Circle.
Fires	The fire takes places in Kamrup Metropolitan district mainly due to short circuit and careless handling of domestic LPG cylinders in the houses. Mainly fire takes place from March to April when the climate remains very dry and probability is more instance of fire breakout.
Cyclone	Air communication to the Capital of the state is likely to be affected if a cyclone affects LGB Airport.

## 2.9 DISASTER SPECIFIC PRONENESS TO VARIOUS TYPES OF HAZARDS IN THE KAMRUP METROPOLITAN DISTRICT

The following table depicts about the various type of natural hazard that are prone in Kamrup Metropolitan district, its period of occurrence, potential impacts and the vulnerable areas of Kamrup Metropolitan District.

Type of Hazards	Time of occurrence	Potential Impact	Vulnerable areas
Flood	May to Aug	Loss of life, livestock, crop and infrastructure	( History of floods & flood prone areas)
Cyclone	June-October	Loss of life, crop, Airport,Refinery,infrastructure and animals	Azara
Earth Quake	Anytime	Loss of Life, Livestock and Infrastructure	Entire District
Epidemics	Anytime	Loss to human life	Entire District
Fire Accidents	Anytime (March-May)	Human Loss and house damage	Noonmati, Fancy Bazar, Paltan Bazar, Dispur, Beharbari etc.

- **DISASTER TERMONOLOGIES:- ANNEXURE-I**
- **OPERATIONAL GUIDELINES OF WHAT TO DO DURING DISASTERS-ANNEXURE-II**

<i>PROBABILITY PERIOD / SEASONALITY OF DISASTERS</i>													
Name of Disaster	Month												
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Flood			█										
Cyclone						█							
Fire Accident			█										
Earthquake	█												

## 2.10 GUWAHATI FLOOD PRONE (FLASH FLOOD) AREAS IN KAMRUP METROPOLITAN DISTRICT –

1.RG Baruah Road, 2.Nabin Nagar, 3. Anil Nagar 4. Lachit Nagar

## 2.11 DISASTER MANAGEMENT PARADIAM SHIFT

Disaster Management can be defined as the body of policy and administrative decisions and operational activities, which pertain to various stages ( pre- disaster, disaster occurrences & post-disaster) of disaster at all levels.

There are mainly three key stages of activity that are taken up within disaster management: -

<b>PRE DISASTER ( Before the disaster strikes)</b>	<b>DURING DISASTER ( Disaster Occurrence)</b>	<b>POST DISASTER ( After a disaster)</b>
Activities taken up to reduce human and property losses caused by the hazard and to ensure that these losses are also minimized when the disaster strikes. Risk reduction activities are taken up during this stage and these are termed as prevention, mitigation and preparedness activities.	Activities taken to ensure that the needs and provisions of the victims are met and the sufferings are minimized. Activities taken up at this stage include emergency response activities.	Activities taken to achieve early recovery and does not expose the earlier vulnerable conditions. Activities taken up at this stage are called as response and recovery activities.

**CHAPTER-3**  
**RESPONSE PLAN**  
**(EMERGENCY SUPPORT FUNCTIONS (ESF) AT CITY LEVEL)**

**3.1 EMERGENCY SUPPORT FUNCTIONS (ESF)**

The Emergency Support Functions (ESFs) are various identified response teams, which will assess their strength before any emergency and accordingly will prepare their Standard Operational Procedures to mitigate any disaster. Their well preparedness will help to reduce the damage of any disaster/emergency. These Emergency Support Functions (ESFs) will be identified as per the certain need felt during any disaster such as ESF-Warning (Communication) ESF-Road Debris Clearance, ESF-Relief etc. Hence The Emergency Support Function (ESFs) provide vital response functions. For an effective operational system of the ESFs the following points are to be ensured:

- Individual ESFs must prepare their Standard Operational Procedures (SOP) and Plan
- These plans would be integrated to form the District Response Plan
- Time to time each ESF will practice their simulation exercise (Mock Drill) to understand their lacunas.
- They have to update their response system regularly.

To act as a bridge, to support an information base among the Emergency Operation Centers of State. District and Onsite level, there is to be one operation system **District Emergency Operation Centre** (DEOC) and is to be operational under district EOC to collect information from grass root level, district level as well as from State level. As said, the District Control Room (DCR) will act as a vital linkage among the Emergency Operation Centre of State. District and On-site.

**The list of 14 identified Emergency Support Functions, its Team Leaders and the supporting agencies are briefed in the following table :**

### EMERGENCY SUPPORT FUNCTION FOR KAMRUP METROPOLITAN DISTRICT

	Function	Primary Agencies	Suggestive Participating Agencies
ESF 1	Coordination	Deputy Commissioner	Sr.S.P.; ADC (Relief & Rehabilitation): ADC (Law & Order): Special Officer. GMC: Special Officer. GMDA: District Fire Officer; Joint Director. Health: ADC (Food & Civil Supply): ADC (Nazarat); DTO: Youth Co-coordinator. NYK; Supdt. Engg, PWD (B); DIPRO. Dist All& V Officer, Civil Defence. Home Guards and all other relevant departments of Kamrup Metropolitan District desired during the crisis.
ESF 2	Communication	S.P Communication	Ham Radio Operator Clubs. Existing Wireless Operators (Police, Fire, Revenue). Telecom Dept., Mobile Operators, FM Radio, Signals Regiment-Army, [Ma CWC, Doordarshan, Radio.
ESF3	Evacuation (Search & Rescue)	Dy. Director, SFSO	Magistrate; Municipal Office (GMC); PWD (Roads & Buildings) Fire Service; Police officers cum Dog Handler; Civil Defence; Home Guards; Health: NCC: NYK; NSS; Zilla Sainik Board; Nearest Army Cant.
ESF4	Emergency Medical Response	Joint Director, Health	Principal GMC, Suptt GMC & MMC; Blood Bank; Indian Red Cross Society; Nursing Homes; NSS; Rotary Club; Lions Club; Ambulance Services; Medicine Stockiest.
ESF5	Relief (Food- Shelter)	ADC (Relief)	Deputy Director, Supply; Food Corporation of India; Chamber of Commerce; Local Civil Supplies, Red Cross Society
ESF6	Logistics (Traffic-Electricity-Water)	ADC (Nazarat), and ADC, DM,	SP, (Traffic); Transport Deptt; IWT: ASEB; Public Health Engineering; Water Resource; PWD (Roads). NH Division.
ESF7	Transport	DTO	IWT; Railway, IAF, PWD. Municipality, Civil Defence, NCC etc.
ESF8	Damage Assessment Team	ADC, (Revenue)	Circle Officers; Municipality; Agriculture Deptt; and other relevant departments of Kamrup Metropolitan District desired during the crisis
ESF9	Volunteers	Dy. Director, Civil Defence	NCC; Zilla Sainik Board; BloodBank; RedCross; NSS; RotaryC; LionsCl ; NGOs
ESF10	Public Works	Supert. Engineer. PWD(B)	GMC; GMDA; PWD (Road & Building); Electricity Board; Public Health Engineering Dept.; Water Resource.
ESF11	Road Debris Clearance	Commissioner, GMC	Animal Husbandry Deptt.; Divisional Forest Officer; PWD (Roads); NH Division; ASEB; NCC; Zilla Sainik Board; Nearest Army Cant
ESF12	Public Information & Help Lines	DIPRO	District Sport Officer; Inspector of School; Media (Print/ Audio-Visual), NSS, NYK, Scouts & Guides
ESF13	Law and Order	ADC (Law&Order) and SSP	SDM; Addl. S.P.; Home Guards; Other Para-military agencies.
ESF14	Cattle Resource Recovery and Care	Dist. Animal Husbandry Officer	Animal Husbandry Department, Animal medical stockiest, NGOs; Agriculture Deptt

**NB. The list of participating agencies is suggestive only. Primary agencies may include any of the concerned deptts. as participating agency as per requirement.**

## **32 RESPONSIBILITIES AND FUNCTIONS OF OPERATION BRANCHES**

Responsibilities and functions of different Government departments are elaborately discussed below.

### **ESF 1: COORDINATION**

#### **ESF Coordinator:**

Deputy Commissioner & Chairman, DDMA, Kamrup (M)

#### **Team Leader Specifications**

##### **Nodal/Primary Function**

Addl Deputy Commissioner & CEO, DDMA, Kamrup (M)

Establishing effective Coordination mechanism for smooth relief and response activities.

**Primary Agency/ies:** District Disaster Management Authority, Kamrup (M)

#### **Support Agency/ies:**

##### **List of Agency Name(s):**

1. Sr. Supdt. Of Police, Ghy City
2. Addl deputy Commissiонер (Relief)
3. Addl deputy Commissiонер (Law & Order)
4. Commissioner, GMC,
5. Chief executive Officer, GMDA
6. Sr. Station Officer, Fire
7. Jt. Director, Health services.
8. Addl deputy Commissiонер (Nazarat)
9. District Transport Officer, Kamrup (M)
10. Superintending Engineer, PWD (B)
11. DIPRO
12. A.H. & Vety Officer, Kamrup (M)
13. Civil Defence,
14. Home Guards

## **Primary Purpose/ Function**

### **Emergency Support Function (ESF :Coordination)**

#### **ESF Coordination the following:**

1. Activating and functioning of the District Control Room.
2. Activation of ESF as and when required
3. Maintaining co-ordination among all ESFs and stakeholders to manage critical situation.

### **Scope of Engagement**

1. Establishing effective coordination mechanism for smooth relief and response activities.
2. Regular updating & situation analysis of any calamity through IMD, CWC, WR, & other Departments.
3. Other Govt Officials have also been appraised of their roles & responsibilities pre, during & post disaster situation

### **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the S P (Communications)
2. All communication will be provided in accordance with existing Government statutes, rules and regulations
3. Restoration of public works and infrastructure services will be done regardless of economic status or racial, religious, ethnic or other affiliation
4. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

### **Planning Assumption**

1. Timely coordination is required for effective response & recovery operation. For that immediate & continued collection, processing and dissemination of situation information would be required
2. First responder and field responders will provide regular information to EOC.
3. Initial information may be ambiguous, fragmented and provide incomplete picture of the extent and magnitude of damage to the community.
4. All agencies will coordinate & support this ESF as this is the primary ESF among all

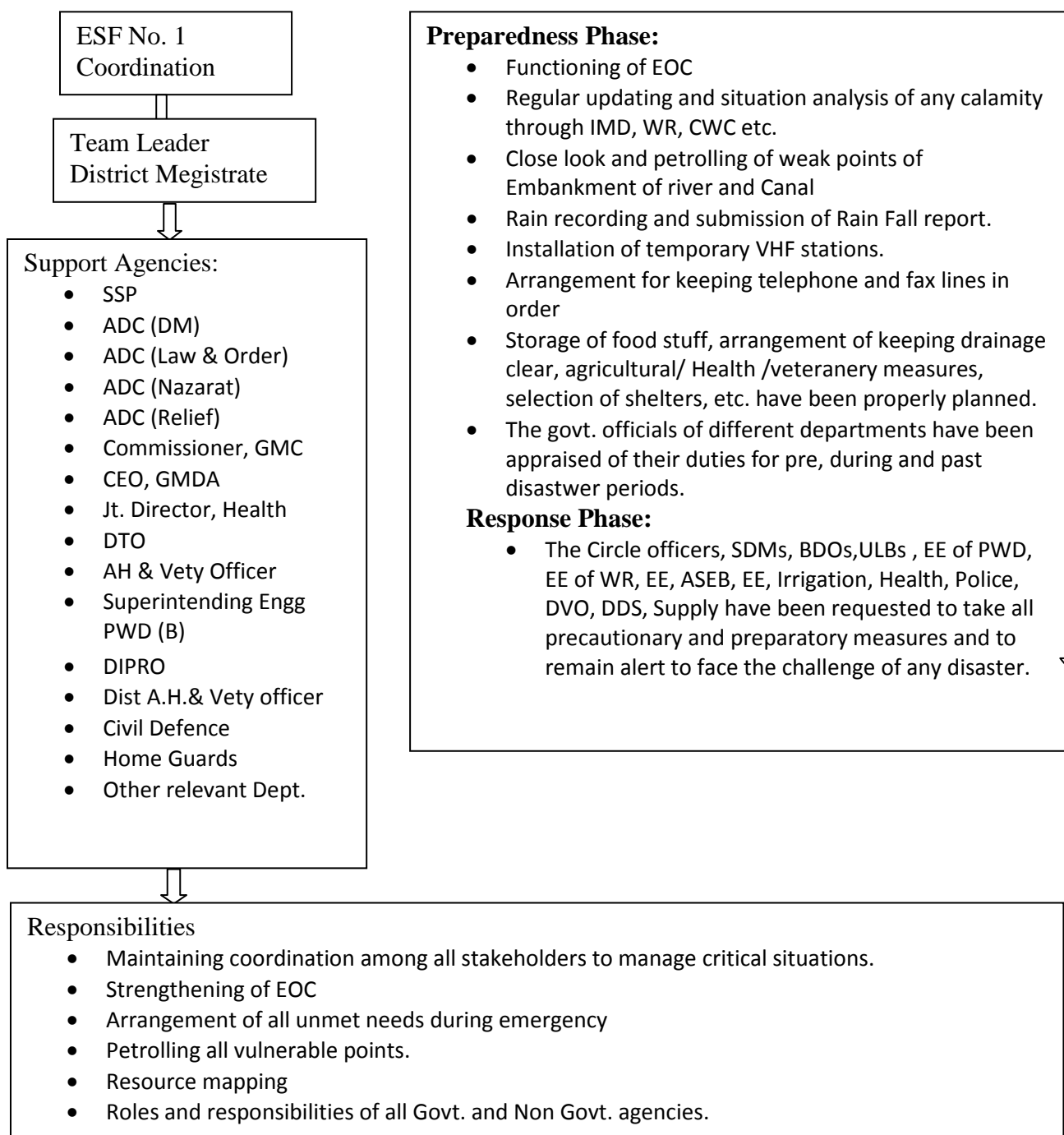
## Concept of Operation

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

### 1.Name of the Primary Agency / Deptt

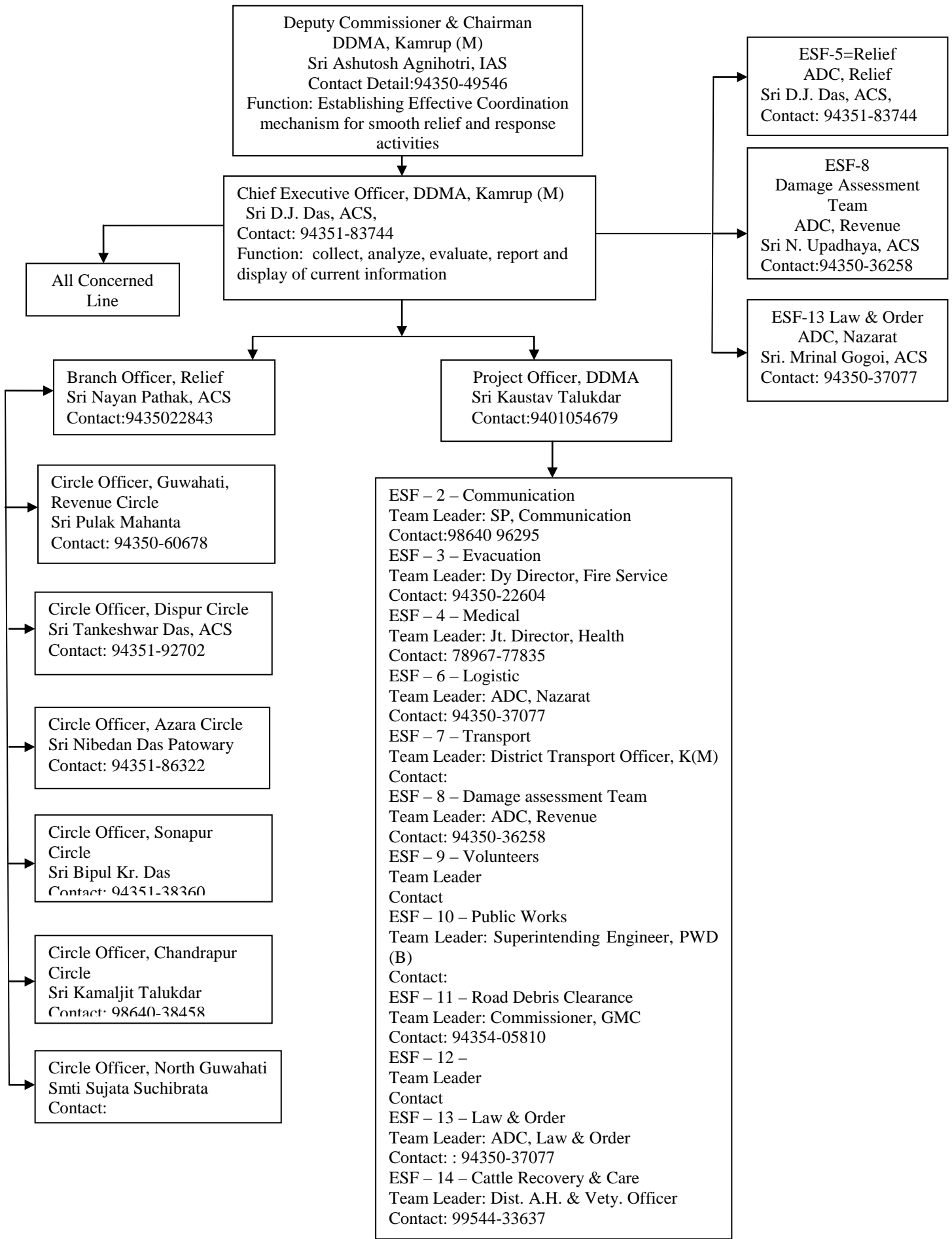
### 2. Nodal Officer ( Contact details)

### 2. Nodal Officer ( Contact details)



## Attachments and Appendices

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**





### 3.3 ESF — 2 : COMMUNICATION

ESF Coordinator: SP Communication  
Team Leader Specifications  
Nodal/Primary Function S P (Communication)

Primary Agency/ies:  
Nodal Department Police Department (Communication Wing)/APRO

Support Agency/ies:

List of Agency Name(s):

BSNL  
VSNL  
Existing Mobile Operators  
Signals Regiment-Army  
IAF  
Airport Authority  
Doordarshan  
All India Radio (AIR) & FM Radio  
Ham Radio Operator Clubs

#### **Primary Purpose/Function**

Emergency Support Function (ESF : Communication)

ESF Communication has the following functions:

1. To ensure the provision of telephonic, radio, satellite phone connectivity support to affected areas
2. Mobilize essential communicating systems needed for alert, warning and response
3. To support the restoration of communications infrastructure facilities and the recovery of systems.
4. To coordinate communication support in response efforts during incidents requiring a quick response.
5. To provide communication support to other ESFs when their systems have been affected

#### **Scope of Engagement**

1. To establish communication with other EOCs and ESFs.
2. To coordinate the establishment of required temporary communications and the restoration of permanent communications system.
3. To review and update precautionary measures to protect equipments functionality and to provide appropriate instructions to all concerned agencies handling various communication equipments.

4. To communicate relevant information to other ESFs as required for the management of emergency in the most effective and accurate manner.
5. To coordinate establishment of temporary communications & restoration of permanent communications as early as possible
6. To develop plans and coordinate and manage communications support.

### **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the S P (Communications)
2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
3. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

### **Planning Assumptions**

1. Initially, the emergency management focus is on coordinating life-saving activities concurrent with reestablishing control in the affected area.
2. Restoration of communication facilities among the communications industry may take time and means of communication may be severely restricted and/or saturated at time of disasters. Thus, alternate means of communication should be planned for and priorities should be established
3. Initial damage reports may be fragmented and provide an incomplete picture concerning the extent of damage to communication facilities, thus rapid and competent damage assessment should be planned for weather, damage to transportation systems and to infrastructure, and other environmental factors may restrict the ability of suppliers to deploy mobile or transportable communications equipment in the affected area
4. The affected region's ability to communicate with the rest of the country may be disrupted
5. Some key individuals may be isolated from their regional offices and/or operational centers

### **Concept of Operations**

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency / Deptt
2. Nodal Officer(Contact details):Sri Simanta Talukdar, S P (Communications), (M) 09864096295
3. SOP are enclosed as Annexure

## TIME SHEET FOR ACTIVATION

For response:

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

### Deactivation

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

### 3.4 ESF —3: EVACUATION (SEARCH & RESCUE)

ESF Coordinator:

Department Specifics:- State Fire Service Organisation ,Assam,Guwahati

Team Leader Specifications:- H Bhattacharyya ,Dy Director, SFSO Assam ,Guwahati  
Nodal/Primary Function M No. 94350- 22604

Primary Agency/ies:

-Nodal Department : State Fire Service Organisation,Assam,Guwahati

-Nodal Division : Guwahati Fire Service Station,Panbazar,Ghy-1

Support Agency/ies:

List of Agency Name(S):

1. Civil Defence
2. P.W.D. (R&B)
3. G.M.C.Guwahati
4. Police/APRO
5. Department of Health
6. NDRF
7. NCC
8. NSS
9. Nearest Army Cant.

Zonal:

District: Kamrup(M)

Voluntary: NCC /NSS

State: Assam.

Primary  
Purpose/ Function.

## Emergency Support Function(ESF) Evacuation (S & R)

ESF Evacuation (S & R) provides the following functions:

1. Evacuation.
2. Search and Rescue.
3. Fire Fighting.

### Scope of

### Engagement

#### Parameter 1

1. Evacuation.
2. Search and Rescue.
3. Fire Fighting.

#### Parameter 2

1. Evacuation & Search and Rescue by Skilled Fire Fighters/Emergency Rescuers.
2. Equipped with Specialised Fire Fighting and Search & Rescue Equipments:-

Fire Tenders/Foam Tenders

Hydraulic Platforms.

Hazmat Van.

Rescue Tender.

Water Mist Vehicles.

Comby Tools etc.

3. Separate personals for fire fighting and search & rescue (Fire Fighters specially for fire fighting and Emergency Rescuers for search & rescue work).

(a) Fire Service personal of State Fire Service Organisation for Fire Fighting.

(b) Emergency Rescuers of State Disaster Response Force(SDRF) for Search & Rescue Work

### Policies of Engagement

1. Time formate for Emergency Duty is 24X7.
2. Fire Service Personal/SDRF Personal and Emergency Vehicles are always remain in ready position , 24X7.
3. Pre detrained duty schedule is maintained.

### Planning Assumptions

1. Concerned nearest Fire & Emergency Station is the first responder & takes Turn out first.
2. Simultaneously other fire & emergency turn out will take turn out with their available Resources on receipt of information.
3. All fire & emergency stations are equipped with their available search & rescue appliances/emergency appliances/ emergency gears .

## Concept of Operation

### 1. General:

ESF Coordinator on receipt of the information from the Dy. Commissioner, Kamrup(M) & incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

### 2. Specific ESF Notification and Activation(Phase wise details to be put in)

- i) Receiving of Calls and Mobilizing by Watch Room/Control Room.
- ii) Taking out of Turn out of Emergency Vehicles /Rescue Vehicles by Concerned Fire & Emergency Stations as per Pre Determined engagement
- iii) Watch Room/Control Room informs the Jurisdictional Police and concerned Departments about the serious nature of the disaster and ask for proper security and traffic arrangement as well as maintenance of law & order
- iv) Constant communication maintains by Watch Room/Control Room with Crew members on the place of incident about assessment for re enforcement, law & order situation, crowd behaviour ,requirement of additional assistance .

### 3. Role of ESF Coordinator (IN terms of Agency)

- i) Activation of the system on receipt of emergency call.
- ii) Keep close co-ordination with concerned District authority/other stake holders.

### 4. Role of ESF Leader(Designation specifics) (As per operational flow chart)

## Operational Flow Chart for Guwahati City:-

### 1.Name of ESF Nodal Officer (i) H Bhattyacharyya, APS

Deputy Director, S.F.S.O., Assam M. NO. 94350-22604

(ii) T.C.Borah, APS, F.P.O.East M.No. 98641-08500

### 2. Nodal Officers for Guwahati City-

#### (i) R.C.Bhakat.

Sr.Station Officer, Guhati Fire Service Station M.No. 94355-13496

#### (ii) Biswajit Baishya

Station Officer, Dispur Fire Station M.No.97066-54461

<b>Task</b>	<b>Officer/Men Designated to Complete the Task</b>
<b><u>Step-I</u></b> 1.Receiving of Fire or Emergency Call and Mobilizing	<b>24X7 On duty</b> Operators /Fireman or Designated Officers/Men of Watch room/Control Room.

<p><b><u>Step-II</u></b></p> <p>1.Earmarked Emergency Fire Tender/Rescue Tender will take turn- out</p> <p><u>2.On reaching the place of occurrence</u> Crew Leader/Havildar will inform control room/watch room about the nature of incident .</p>	<p>Pre determined crew &gt;crew consist of Leading Fire man/Havildar/Fireman/ Emergency Rescuer.</p>
<p><b><u>Step-III</u></b></p> <p>1.Watch Room/Control Room operator informs the officer in charge about the incident .The officer in charge/Squad Commander proceeds to the place of occurrence with all the available staff and required equipments/appliances</p>	<p>1.Operator of Watch Room/Control Room</p> <p>2.In charge /Station officer/Squad Commander and the available staf</p>
<p><b><u>Step-IV</u></b></p> <p>1.The Watch Room/Control Room Operator informs the jurisdictional Police and concerned departments about the serious nature of Fire /Disaster and asks for proper security /traffic arrangement as well as maintenance of Law &amp; Order</p> <p>2.To keep constant liaison with crew members present at operational ground and other stake holders /Supporting agencies</p> <p>3.Keeping on informing to superior authority</p>	<p>Watch Room operator Jurisdictional Police Other Stake Holders</p>
<p><b><u>Step-V</u></b></p> <p>1.Progress of Evacuation/Search &amp; Rescue/Fire Fighting is informed to the Control Room in regular intervals.</p> <p>2.Control Room /Watch Room informs nearest Fire &amp; Emergency station to send additional Fire Tenders/Disaster response vehicle to the place of occurrence</p>	<p>Crew Leader/Senior most officer present on the spot</p> <p>Concerned Fire &amp; Emergency Stations</p>

<p><b><u>Step-VI</u></b></p> <p>1. Apart from the attending of crews/officers /emergency vehicles from different stations /Senior officers of Head Quarter as per Organizational set-up/Organizational Hierarchy with quickest possible time and will supervise physically evacuation / search &amp; rescue works and will provide logistic support</p>	<p>As per Organizational set-up and all Head Quarter Staff.</p>
<p><b><u>Step-VII</u></b></p> <p>1. The superior officer present at the place of occurrence collect the details about the property involved, loss, and saved in the disaster incident ; he also tries to collect the cause of nature of the disaster.</p>	<p>The senior most officer present at the place of incident.</p>

**Facilities under Operation:**

Details of Hardware and Software elements as per the scope of the specific ESF (including stockpiles): Appliances/Equipment available in this Department are given in the Annexure - 1

**Active Procedures  
(Response Phase)**

Receiving of	Received & Mobilisation	Action	Activation
<p>Fire or Emergency Call</p>	<p>State Fire Service control Room Ph Nos.:- 101/ 0361- 2637680 / 0361-2734191 <b>Or</b> By Watch Rooms Located at Each Fire Station.</p>	<p><b>24X7 On Duty</b> Operators /Fireman or Designated Officers/Men.</p>	<p>Concerned Fire Stations/ Fire &amp; Emergency Units are Activated as per Pre-Determined Arrangement.</p>

**(Mitigation Phase)**

1. Conducting of Community Awareness Programme in a planned manner.
  - a) School Going Community.
  - b) Non School Going Community.
  - c) Business Community.
  - d) Conducting of Mock Drill.

### (Preparedness Phase)

1. Induction Training to all Fire & Emergency Service Personal.
2. In Service Training at time to time for up-date knowledge/skill.
3. Fire Service/SDRF Personals are trained /familiar in handling of rescue gears/appliances which are available with them.

### Organizational Structure Within the Primary Agency Organisational Hierarchy:-]

Addl. D.G.P.-cum Director S.F.S.O. Assam	Overall in-charge of the organisation and assisted by IGP,SP,Deputy Director
I.G.P.(Vacant)	
S.P. cum F.S.A	
Deputy Director	
Deputy Director (Technical)(Vacant)	
Fire Prevention Officer (East and West) Divisional Officer (East and West)	Fire prevention officers look after Fire Prevention wing & Divisional officers looks after general administration of the division.
Senior Station Officers	In charge of 2 or more unit Fire Station /supervisor
Station Officers &	Officer in Charge of Fire stations
Sub-Station Officers	Second in charge of a fire stations
Leading Fireman	Crew members
Fireman/Driver	Crew members



**Organisation Hierarchy For SDRF Bn. under the General Control of Addl. Director General of Police-cum-Director of Fire Service, SFSSO, Assam, Guwahati. D.G.P. cum Director of SFSSO Assam**

Squad Commander
Havilder
Emergency Rescuer (ER)

**Organizational Structure (Within the Support Group)**

Addl. D.G.P.-cum Director S.F.S.O. Assam
I.G.P.(Vacant)
S.P. cum F.S.A
Deputy Director

<b>F.P.Wing</b>		<b>Fire Protection Wing</b>		
<b>Fire Prevention Wing</b> (Located at Head Quarter Guwahati)				
Fire Prevention Officer East Division <b>Assisted by:-</b>	Fire Prevention Officer West Division <b>Assisted by:-</b>	Divisional Officer Head Quarter (Located at Guwahati)	Divisional Officer for East Division (Located at Guwahati)	Divisional Officer for West Division (Located at Guwahati)
1.Asst. Fire Prevention Officers at Head Quarter Level	1.Asst. Fire Prevention Officers at Head Quarter Level	<b>Jurisdiction:-</b> Guwahati city Metro	<b>Jurisdiction:-</b> The Following Districts	<b>Jurisdiction:-</b> The Following Districts
2. Sr. Station Officers /Station Officers of Fire Service Stations of the concerned Districts within the Division.	2. Sr. Station Officers /Station Officers of Fire Service Stations of the concerned Districts within the Division.	1. Guwahati Fire Station 0361-2637680 2.Chandmari Fire Station 0361-2637690 3.Dispur Fire Station 0361-2260221 4.Pandu Fire Station 0361-2674817 5.Lokhora Fire Station 0361-2279907 6.Sonapur Fire Station 0361-2786666 7.North Guwahati Fire Stn. 0361-2690052 <b>Total 6 Fire Stations</b>	1.Nagaon =11 Fire Stn. 2.Morigaon=3 Fire Stn. 3.Jorhat =5 Fire Station 4.Dibrugarh =3 Fire Station 5.Sivasagar = 4 Fire Station 6.Tinsukia = 4 Fire Station 7.Golaghat = 4 Fire Station 8.Lakhimpur=3 Fire Station 9.Sonitpur = 6 Fire Station 10.Dhemaji = 3 Fire Station 11.Darang = 3 Fire Station 12.Udalguri = 2 Fire Station  <b>Total 51 Fire Stations</b>	1.Kamrup(R)=7 Fire Stn. 2.Nalbari = 4 Fire Stn. 3.Barpeta = 5 Fire Stn. 4.Chirang = 2 Fire Stn. 5.Goaklpara=3 Fire Stn. 6.Dhubri = 7 Fire Stn. 7.Kokrajhar = 2 Fire Stn. 8.Bangaigaon=2 Fire Stn. 9.Karimganj=4 Fire Stn. 10.Hailakandi=2 Fire Stn. 11.Cachar = 8 Fire Stn. 12.Dima Hassao=3 Fire Stn. 13.Karbi –Anglon 14.Baska = 1 Fire Stn.  <b>Total 53 Fire Stations</b>

**State Fire Service Control Room**  
**Located at :- Guwahati Fire Service Station**

**Contact Nos.**  
**101 / 0361-2637680 / 0361-2734191**

### **Flow Chart showing Organisational Set up for Guwahati City Only**

(A) Sr. Station Officers of GUWAHATI FIRE STATION

(B) Station officers of all fire stations in Greater Guwahati

(C) State Fire Service Control Room(Head Quarter)

Telephone Nos.- 101 / 0361-2637680 / 2734191

(D) Watch Room attached to each fire stations of Guwahati City.

1.Guwahati Fire Station	0361-2637680
2.Chandmari Fire Station	0361-2637690
3.Dispur Fire Station	0361-2260221
4.Pandu Fire Station	0361-2674817
5.Lokhora Fire Station	0361-2279907
6.Sonapur Fire Station	0361-2786666
7.North Guwahati Fire Stn.	0361-2690052

### **Man Power**

Total nos. of Fire Station in Guwahati= 7

Total nos. of fire service personnel's in greater Guwahati city= 189

Total nos. of SDRF personnel= 24

Total man power in greater Guwahati city=189+24=213

### **Appliances/Equipments**

No. of WTP=13

No. of M/WTP=8

No. of Foam Tender=2

No. of MWMTP=3

No. of Rescue Tender=1

Inflatable Rubber Boat=1

Hydraulic Plat Form=2

Hazmat Van=1

Portable pump=9

Trailer pump=3

Tata Sumu=1

### **SUPPORT GROUP:-**

SDRF (State Disaster Response Force) Bn. under the General Control of Addl. Director General of Police-cum-Director of Fire Service, SFSO, Assam, Guwahati.

### **Organizational Structure (Under Overall ECO/IRS Structure)**

### **Roles and Responsibilities of ESF**

Phase wise(along with specific tasks and listing down constrains)

Response:

Mitigation:

Prevention and Preparedness

Recovery:

## **Plan Development and Maintenance:**

Procedure for Review and up-dating of Plan:

Time period for Rehearsal of Plan:

Sitreps:

Analysis report:

Process documentation:

## **TIME SHEET FOR ACTIVATION**

For Response :

Detailing tasks along with role specification from 0 Hour of the Incident: with a time gap of ideally 15-20 minutes (finally should integrate with the existing incident response system)

## **Attachment and Appendices**

List of Appliances/Equipments are enclosed in Annexure –“A”

## **3.5 ESF — 4 : EMERGENCY MEDICAL RESPONSE**

ESF Coordinator: Jt. Director Health Services, Kamrup (M)  
(Department Specifics)

Team Leader Specifications: Jt. Director Health Services, Kamrup (M)  
To activate concerned Deptts, Zonal I/Cs, GMC, MMC

Primary Agency/ies:

Nodal Department : Jt. Director of Health Services, Kamrup (M)

Nodal Division : 1. East Zone, 2. West Zone, 3. Capital zone, 4. Dhirenpara, 5. Panikhaiti, 6. Sonapur, 7. Satgaon

Support Agency/ies:

List of Agency Name(s):

1. Principal Guwahati Medical Collage & Hospital  
(Bhangagarh)
2. Supdt Guwahati Medical Collage & Hospital  
(Bhangagarh)
3. Supdt Mohendra Mohan Choudhuri  
Hospital Panbazar.
4. East Zone, Dr.Geeta Bordoloi, (M)-98640-24806
5. West Zone, Dr.Kartik Medhi, (M)-98594-93600
6. Capital Zone, Dr.S.Rajkhowa, (M)-98640-64315
7. Dhirnpara, Dr.Gopal Sarma (M)-94351-15776
8. Sonapur, Dr. Arun Barua (M)- 9954670081
9. Panikhaiti, Dr. Ganapati Das (M)- 9435144762
- 10 Satgaon, dr. Bandana Borkotoky (M)-9864118130
11. Blood bank,
12. Ambulance
13. Private Nursing Homes
14. Army Hospital

## Primary Purpose/Function

Emergency Support Function (ESF: Emergency Medical Response)

ESF Emergency Medical Response has the following primary functions:

Jt. Director Health Services will constitute mobile medical teams with designated Medical Officers as team leader of the Mobile Medical teams.

GMC Hospital, MMC Hospital & other hospitals will prepare Hospital Contingency Plans & notify emergency patient holding facilities.

Prepare & keep Mobile team ready with adequate stocks of medicines.

Prepare a Mass-Casualty Management Plan with pre-designated triage area in hospital premises.

## Scope of Engagement

Primary responsibilities of this ESF shall be to mobilize & provide emergency medical treatment to the injured; provide hospital care to the seriously injured or seriously ill

Continue care at an appropriate level to patients in hospital and out- patients at the time of the emergency response:

Evacuation of the sick and injured to a location where care can be provided as well as sustained emergency care until evacuation can be carried out with medical or paramedical supervision

District as well as State level coordination of delivery of medical supplies, blood and blood products, operation of ambulance services

## Policies of Engagement

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the Jt. Director Health Services, Kamrup (M)
2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
3. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

## Planning Assumptions

GMC, MMC & other district level hospitals have available 24X7 basis Medical & Paramedical staff & emergency ward to accommodate the incoming casualties.

Up-to date contact details are maintained for effective communications during emergency.

Essential stocks of medicines, Oxygen etc. are maintained properly.

Generator, OT & other essential infrastructure are properly functional.

If Air lift of patients is required, patients will be transported to Army Base Hospital, Basistha as it has Helipad facility in its premises.

All primary agencies have a up-to-date Hospital Contingency Plan & SOP.

## Concept of Operations

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

**1.Name of the Primary Agency / Deptt**

**2. Nodal Officer ( Contact details)**

**3. SOP are enclosed as Annexures**

## TIME SHEET FOR ACTIVATION

**For response:**

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

### **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency

### **Attachments and Appendices**

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**

### **3.6 ESF — 5 : RELIEF (FOOD-SHELTER)**

ESF Coordinator: Additional Deputy Commissioner, Relief  
Kamrup Metropolitan District,

Team Leader Specifications Nodal/Primary/Function Deputy Director, Food, Civil Supplies & Consumer Affairs, Kamrup Metropolitan District

Primary Agency/ies :

Nodal Department 1. Food, Civil Supplies & Consumer Affairs Department,  
Government of Assam, Dispur

Nodal Division 1. Food, Civil Supplies Branch and Consumer Affairs  
Branch in the Office of the Deputy Commissioner,  
Kamrup Metropolitan District at Guwahati. ,

Support Agency/ies:  
List of Agency Name(s):

#### **ZONAL:**

1. Food Corporation of India, Zonal Office, Guwahati
2. Indian Oil Corporation Limited Noonmati Guwahati.
3. N.F. Railway Maligaon.

#### **DISTRICT**

1. Food Corporation of India, Area Office, Guwahati.
2. Assistant Registrar of Co-operative Societies, Kamrup, Guwahati.
3. M/S Guwahati Whole sale Consumer Co-operative Societies Limited.
4. M/S North- Guwahati Whole sale Consumer Co-operative Societies Limited.
5. M/S Ramcharani Gaon Panchayat Samabai Samiti Limited.
6. M/S Dimoria Gaon Panchayat Samabai Samiti Limited.
7. M/S Sonapur Gaon Panchayat Samabai Samiti Limited.

8. M/S Barkhat Panbari Gaon Panchayat Samabai Samiti Limited.
9. M/S Rani Bholagaon Gaon Panchayat Samabai Samiti Limited
10. Indian Oil Corporation Limited Integrated State Divisional Office, Bamunimaidam, Guwahati.
11. Greater Guwahati Petroleum Dealers Association.
12. North-East Indane Distributors Association.
13. All Kerosene Agencies of Government Oil Companies.
14. All LPG Distributors of Government Oil Companies.
15. District Inland Water Transport, Kamrup, Guwahati

#### **VOLUNTARY**

1. Greater Guwahati Fair Price Shop Dealers Association.
  2. Kamrup Chambers of Commerce
  3. Guwahati Onion and Potato Merchant's Association.
  4. Assam Salt Merchant's Association.
  5. All Baby Food Distributors of respective Companies.
  6. Marowari Yuva Manch, Guwahati
  7. Lions Club, Guwahati.
- Indian Red Cross Society, Guwahati Branch.  
 Leading NGOs and other Socio-Cultural Organization.  
 Greater Guwahati Truck Owners Association.  
 Guwahati Cloth Merchants' Association.

#### **STATE**

Food Corporation of India, Regional Office (Assam Region) Guwahati

State Level Co-ordinator, Indian Oil Corporation Limited Noonmati, Guwahati

Registrar of Co-operative Societies, Assam, Guwahati

N.F. Railway, Maligaon

#### **Primary**

#### **Purpose/Function**

#### **Emergency Support Function (ESF) : Emergency Feeding Service**

Establish Mobilization centre at the different points like railway station, airport, bus station for movement of relief supplies.

Inform all suppliers of relief materials within 2-3 hours of the occurrence of the disaster to keep ready the required supply.

Arrange for transportation of relief supplies

Provide assistance to in establishing local offices, relief camps, etc. by providing beddings, furniture etc.

#### **Scope of Engagement**

Arranging for suitable buildings for the storage of food, clothing and other emergency supplies

Arranging for other safe areas for storage of non-perishable emergency supplies

Arranging for staff to package and distribute emergency supplies

Arranging for security of areas where emergency supplies are stored

To co-ordinate NGOs supplies from arrival to distribution

Arranging for transportation of emergency supplies to storage at all pre-determined points.

### **Policies of Engagement**

1. To act as per ESF post disaster relief management plan and mechanism, if designed, in major emergency under the leadership of Chairman, DDMA & Incident Commander
2. Support agency personnel assigned to this ESF will work in accordance with Lead Agency
3. To determine the quality and type of food assistance is required as per needs of the Assessment Committee
4. To identify the needs from private sector to increase its leveled of preparedness
5. To identify and provide resources from the private sector to be used in emergencies and disasters
6. To ensure availability and distribution of essential emergency supplies that could be provided by the private sector
7. To engage private sector, Non Governmental Organizations and Service Clubs including Red Cross Society for providing relief supplies, assist with distribution of relief supplies etc.

### **Planning Assumptions**

1. During disaster there may be disruption of energy sources like electricity and Gas. Oil for generator may be essential.
2. Commercial cold storages and freezing facilities may be inoperable. Alternate arrangements have to be done.
3. there may be a situation of transferring victims to the safer temporary shelter
4. There may be a need to establish triage station for medical treatments.

### **Concept of Operations**

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency / Deptt
2. Nodal Officer ( Contact details)
3. SOP are enclosed as Annexures

### **TIME SHEET FOR ACTIVATION**

#### **For response:**

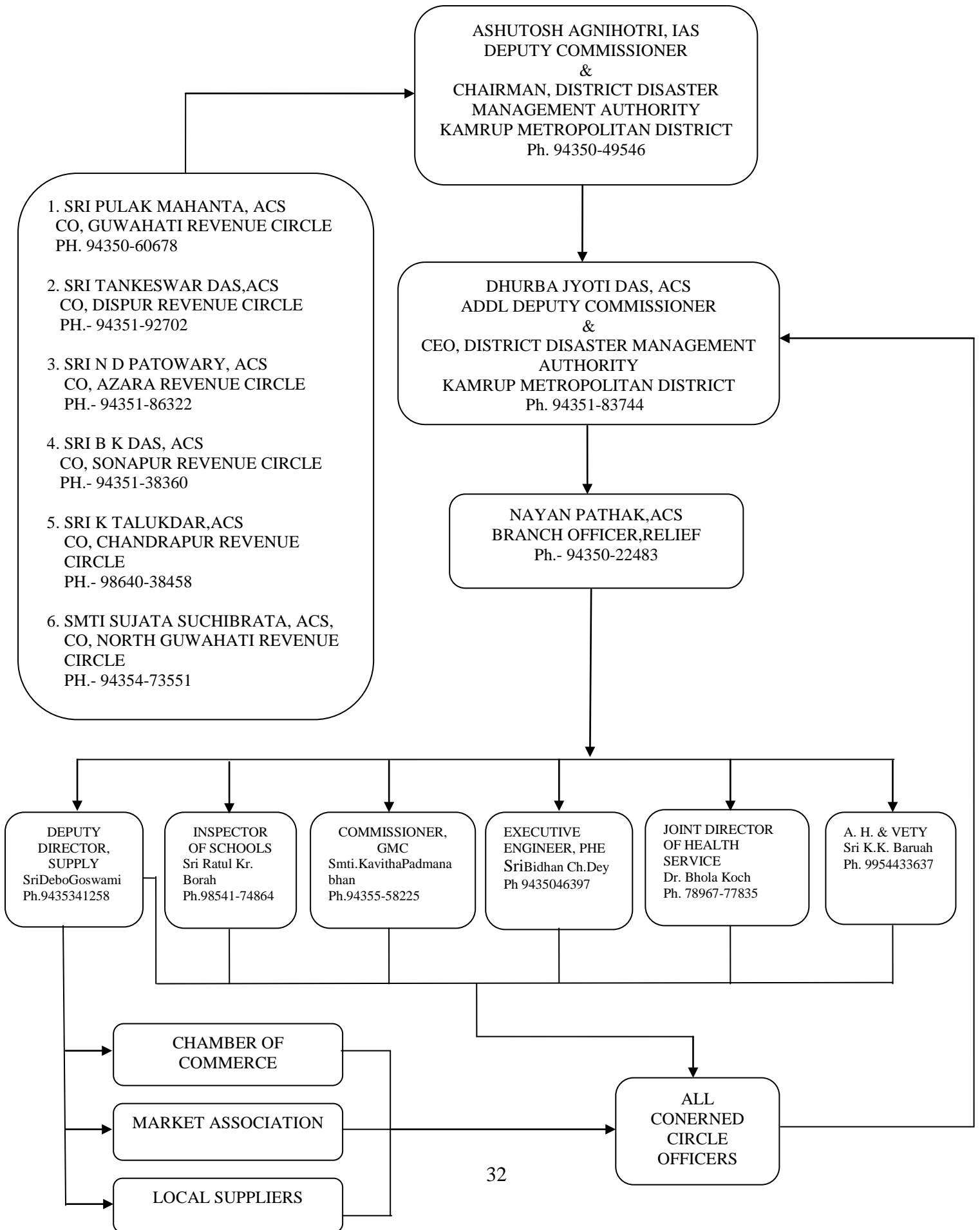
Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

#### **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

**Attachments and Appendices**

\*\*List out all attachments & appendices necessary for reference to the concerned ES





## Response Frame Work # 7 : Relief

ESF No.7  
Relief

Team Leader  
ADM F & R

### Support Agency

- Revenue Dept.
- District Supply Officer
- Social Welfare Dept.
- Nagar Nigam.
- Chamber of Commerce
- Donor Agency
- Civil Society
- Rotary Club
- Voluntary Organisation
- PWD
- Market Association
- Local Civil Suppliers.

### Responsibilities

- Requirement of food for affected population
- Control the quality and quantity of food
- Ensure the timely distribution of food to the people
- Ensure that all food distributed is fit for human consumption
- Provide adequate and appropriate shelter to all population
- Quick assessment and identifying the area of the establishment of the relief camps
- Identifying the population which can be provided with support in their own place and need not to be shifted/reallocated
- Locate relief camps close to open traffic and transport links

### Preparedness Phase

- Relief preparedness and response plan containing emergency contact, TORs for team leaders, nodal officers and quick response team.
- Emergency tool kits in place.
- SOPs and drills for all
- Check list for onsite requirement for distribution of relief.

### Response Phase

- IC will call the TL of Primary Agency and get the ESF activated
- TL of primary agency will call nodal officers of supporting agencies.
- TL would activate the State Quick Response Team.
- The QRTs will be deployed at the affected site.
- QRTs will report the situation and the progress in response activities to the respective EOCs
- Quick assessment of functional and stable buildings.
- Clearing of the areas for establishment of relief camps.
- Set up relief camps and tents using innovative methods that can save time
- Assist local authorities to set up important telecom and other services facilities.
- Initiate, direct and market procurement of critical food available from different inventories.
- Allocate food in different packs that can be given to families on a take-home special care in food distribution is kept for women with infants, pregnant women and children.
- Make emergency food supplies available to population
- Support to local Administration
- Locate adequate relief camps based on survey of damage
- Develop alternative arrangements for population living in structures that might be affected even after the disaster.

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### **3.6 ESF — 6 : LOGISTICS (TRAFFIC-ELECTRICITY-WATER)**

Team Leader : ADC (Nazarat) :

Participating Agencies : DC Office; Police (Traffic); Transport Deptt; IWT: ASEB: Public Health Engineering: Water Resource;

PWD(Rds): NH Division

#### **Support Agency/ies :**

List of Agency Name (s) :

1. B.S.N.L.
2. Service Provider like Airtel, Aircell, Reliance & Tata Indicom.

#### **Primary Purpose/Function**

Emergency Support Function ESF 6: Logistics (Power)

ESF 6: Logistics (Power) has the following primary functions:

1. To disconnect electricity to the affected areas.
2. To restore & provide power to the affected area on top priority.
3. To Co-ordinate with the other department.

#### **Scope of Engagement**

1. To establish communication with other ECOs and ESFs.
2. To establish the immediate temporary restoration of power and finally the permanent restoration as early as possible.
3. In case of Grid failure necessary arrangement will be taken as the situation demand.

#### **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with D.G.M., GEC-1, APDCL (LAZ), Ulubari, Ghy-7
2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
3. Support agency personal assigned to this ESF will work in accordance with Lead Agency.

#### **Planning Assumptions**

1. On receipt of the information the D.G.M., GEC-1 will take action as per the flow chart in page 4.
2. Small boat capable of carrying 4 to 5 person to be kept ready for restoration of power during flood.

#### **Concept of Operations**

ESF Coordinator on receipt of the information from Dy. Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to active their concerned SOPs for necessary response.

1. Name of the Primary Agency/Deptt.
2. Nodal Officer (Contact details)
3. SOP are enclosed as Annexures

#### **TIME SHEET FOR ACTIVATION**

##### **For response**

Detailing tasks along with role specifications from the 0 Hour of the incident : with a time gap of ideally 15-20 minutes (finally should integrate with the existing incident response system)

##### **Deactivation**

\* Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

## **Attachments and Appendices**

\*\* List out all attachments & appendices necessary for reference to the concerned ESF.

### **3.7 ESF —7 : TRANSPORTATION**

ESF Coordinator: District Transport Officer, Kamrup (M)

Department Specifics: Transport Department

Team Leader Specifications

Nodal/Primary Function: District Transport Officer (DTO), Kamrup (M) Guwahati

Primary Agency/ies: Transport Department

Nodal Department -Nodal Division

Support Agency/ies:

List of Agency Name(s):

- IWT
- S P (Traffic)
- Railway
- Airport Authority
- IAF
- ASTC
- Local Transport Unions
- Truck Association
- Ambulance operators
- Water Tanker Association

#### **Primary Purpose/Function**

Emergency Support Function ESF : Transportation

To coordinate the use of transportation resources to support the needs of emergency responding agencies requiring transportation to perform task of emergency response and assistance.

Chairman DDMA, Kamrup (M) & Incident Commander in any major emergency will communicate with the DTO

#### **Scope of Engagement**

The restoration and emergency maintenance of surface, air, and water infrastructure necessary to an effective response

Coordination of the provision of transportation resources to permit the effective delivery of people, equipment, and supplies

Restoring transportation services in and out of affected areas

Processing and overall coordination of requests for transportation support.

Initially, an unprepared combination of transportation modes will probably be required to access the disaster area to compensate for disrupted routes

In major earthquakes & floods IAF helicopters may be used under initial response process

## **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the District Transport Officer (DTO), Kamrup (M) Guwahati
2. All communication will be provided in accordance with existing Government statutes, rules and regulations
3. Restoration of public works and infrastructure services will be done regardless of economic status or racial, religious, ethnic or other affiliation
4. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

## **Planning Assumptions:**

Damaged roads, vehicles, facilities, equipment and damaged or disrupted communications could significantly hamper emergency transportation support

Emergency transportation support requirements will likely exceed local capabilities and outside assistance will be required and must be planned to support local emergency operations and/or large-scale evacuation

Available resources may become limited due to high demand in a large-scale incident

All agencies will support this ESF as necessary

Some people may refuse to evacuate regardless of warnings

Some residents (ill or physically disadvantaged) may require vehicles with special transportation capabilities.

General:

ESF Coordinator on receipt of the information from Deputy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

### **1.Name of the Primary Agency / Deptt**

**2. Nodal Officer ( Contact details) : Sri Umesh Chandra Sharma, DTO, Kamrup (M)  
(M) 09435083158**

### **3. SOP enclosed as Annexure**

## **TIME SHEET FOR ACTIVATION**

For response:

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

## **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

Attachments and Appendices

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**

### **3.8 ESF — 8 : DAMAGE ASSESSMENT TEAM**

ESF Coordinator: Addl. Deputy Commissioner, Revenue  
Department Specifics

Team Leader Specifications: Addl. Deputy Commissioner, Revenue

Nodal/Primary Function:

Primary function is to provide guidance for assessing damage resulting from an emergency or disaster and requesting district administration for emergency assistance.

Primary Agency/ies: Revenue Branch, DC's Office, Kamrup (M)

Support Agency/ies:

List of Agency Name(s):

- 1.CircleOfficers(Guwahati/Dispur/Azara/Sonapur/Chandrapur/N. Guwahati)
2. Block Development officer (Rani/ Chandrapur/Dimoria)
3. Guwahati Municipal Corporation
4. Agriculture department
5. PWD (Roads) Department
6. PWD (B) Department
7. PHE Department
8. Water Resource Department
9. A.H. & Vety department

#### **Primary Purpose/Function:**

Emergency Support Function (ESF : Damage Assessment)

ESF Damage Assessment have the following functions:

1. Assess areas likely to require life saving response action.
2. Assessing the total damage, future recovery activities and claims by activating supporting agencies.
3. Coordinate in gathering of information from all supporting agencies.

#### **Scope of Engagement:**

Disaster causes injury to individuals and damage to property, environment, business, non profit entities and to govt. owned assets.

Damages must be assessed to determine:

- priority of response efforts
- eligibility to disaster aids as per Govt norms

#### **Policies of Engagement:**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the S P (Communications)
2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
3. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

### **Planning Assumptions**

1. Immediate: for rapid assessment of what has happened jurisdiction wise to prioritize initial response activities and determine the immediate need for outside assistance.
2. Post disaster: to document the magnitude of public and private damage for planning recovery activities and to justify requests for state and federal assistance.
3. Initial reports may be fragmented and provide an incomplete picture of the extent of magnitude of damage to the community.
4. There may be shortage of individuals qualified to assess the damage.

### **Concept of Operations:**

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency / Deptt: Revenue Branch, Dc's Office.
2. Nodal Officer ( Contact details): Addl. Deputy Commissioner, Revenue  
Sri N. Upadhaya, ACS  
Ph. 94350-36248
3. SOP are enclosed as Annexures

### **TIME SHEET FOR ACTIVATION**

For response:

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

### **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

Attachments and Appendices

\*\*List out all attachments & appendices necessary for reference to the concerned ESF

### **3.9 ESF — 9 : DONATIONS AND VOLUNTEERS**

Team Leader : Youth Officer, NYKS

ESF Coordinator:

Department Specifics

Team Leader Specifications

Nodal/Primary Function

Sri Guneswar Mahanta,

Dy. Controller C.D. Guwahati Kamrup (Metro)

(M) 94350-04161 Office - 2305830

**Primary Agency/ies:**

Civil Defence Volunteer and Wardens  
**Nodal Department**  
-Nodal Division

**Support Agency/ies:**

1. Home Guards, Contact Name Sri Mun Das  
(M) 94350-41329

**List of Agency Name(s):**

2. Disaster Mitigation Society, Guwahati  
Contact Name: Hemanta Saikia  
(M) 99542-14632

Existing Wireless Operators (Police, Fire, Revenue)

BSNL

Mobile Operators

FM Radio

Signals Regiment-Army

IMD

CWC

Dorodarshan

All India Radio

Ham Radio Operator Clubs

Zonal:

District:

Voluntary:

State:

Kamrup

C.D.

Assam

## **Primary Purpose/Function**

Emergency Support Function (ESF: Volunteers)

ESF Volunteers provides the following functions:

1. First Aid Services
2. Rescue Service
3. Welfare Service
4. Evacuation Service

## **Scope of Engagement**

Rendering F.A. to the injury persons.

Rescue trapped person (live and death)

Welfare Service to the separated persons.

Evacuation the distress person.

Rendering welfare service to control occurrence panic situation in the place of incident

Transportation of Moderate and severe injury persons to the hospital subject to provide Ambulance from the District Authority.

## **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the Dy. Controller C.D. Guwahati

2. All communication will be provided in accordance with existing Government statutes, rules and regulations.

3. Support agency personnel assigned to this ESF will work in accordance with Lead Agency

.

## **Planning Assumptions**

1. Civil Defence Volunteers are raised against Warden post, vehicles will be provided for movement of volunteers as we have no vehicles according to the availability

2. Volunteer badges will be issued at the time of duty for identification

3. All agencies will support this ESF as necessary

4. Need for provincial response covered by this plan is the prioritization of effort to the areas that need it most

## **Concept of Operations**

### **General:**

Civil Defence is a training unit not operation unit. In emergency some operational work are down by the warden and volunteers, Instructional staff will remain as incident control officer/supervisor in the spot.

Role of ESF Team Leader (Designation specifics)

Dy. Controller C.D - He will inform the respective warden after receiving call from the Dist.Admn. and instruct them to utilise volunteers in the incident place. He will direct store-Suptd to provide eqts., article, dress and badge to the volunteers in incident place, store-man will help him in this act.

Facilities under operation: Details of Hardware and Software Elements as per the scope of the specific ESF (including stockpiles)

Equipment available in this Deptt. list enclosed in the civil Defence store,Beltola,Ghy-28



## **Activation Procedures**

**(Response Phase)** After received call from the District Admn.Team Leader will inform respective warden to utilize volunteer in service.

**(Preparedness Phase)** Training conducted and imparted time to time to train up Civil Defence volunteers in their respective service.

## **Organizational Structure Within the Primary Agency**

Chief Warden:- Dy.Chief Warden  
Divional Warden :- Dy.Div.Warden  
Post Warden :- Dy.Post Warden  
Sector Warden:- Volunteers.

## **Organizational Structure With the Support Group:**

Civil Defence and Home Guards,both are related branch.  
The members of Disaster Mitigation Society are trained up by the Civil Defence.

## **Organizational Structure (Under Overall EOC/IRS Structure):**

Dy.Controllor or his re-presentative who will attend as Incident Control Officer.

## **Roles and Responsibilities of ESF**

Phase wise (along with specific tasks and listing down constraints)

Response: Received call by Wardens.

Prevention and Preparedness: Applied different method to prevent more loss of life and properties.

## **TIME SHEET FOR ACTIVATION**

For response:

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

## **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

## **Attachments and Appendices**

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**

## **3.10 ESF — 10: PUBLIC WORKS AND ENGINEERING**

ESF Coordinator: PWD (Buildings)

Department Specifics

Team Leader Specifications

Nodal/Primary Function: Superintending Engineer, PWD (Buildings)

## **Primary Agency:**

Nodal Department: PWD (Buildings)

Support Agency/ies:

List of Agency Name(s):

- PWD (Roads)
- Police
- GMC
- Public Health Engineering Dept
- Water Resources
- Transport Department
- T & C Planning
- ASEB

### **Primary Purpose/Function**

Emergency Support Function (ESF): Public Works & Infrastructure the following:

The probable functions are-

- Damage to structures (in an earthquake) will require additional resources to be directed to the Operational Area.
- Identify unsafe infrastructures and propose for evacuation / close it for road user if required.
- Assessment of probable requirement & arrangement of man, materials & machines.
- Need for immediate response covered by this plan is the prioritization of effort to the areas that need it most
- Emergency clearance of debris to enable reconnaissance of the damaged areas and passage of emergency personnel and equipment for life-saving, property protection & safety. With the help of supporting agency.
- Emergency restoration of critical public facilities, including the temporary restoration of communication for passage of emergency personnel, vehicle etc.
- Emergency demolition or stabilization of damaged structures and facilities as immediate hazards to public health and safety, or as necessary to facilitate life-saving operation.

### **Scope of Engagement**

The Plan is the operating instructions for PWRD and its supporting agencies at the localized level.

- The Plan addresses disaster-management functions for which PWRD has primary coordination responsibility e.g. Damage Assessment, restoration and rehabilitation in coordination with DDMA & its supporting agencies.
- Function comprises of gathering requests for Government assistance, collation and prioritization, and assignment of resources to tasks.
- Strategic planning & deployment of machineries, materials available where required
- Deployment of qualified personnel to inspect damage and to supervise engineering works for restoration works
- For requirement for construction materials resource person will be coordinated

- Demolition or stabilization of damaged structures and facilities as immediate hazards to public health and safety, or as necessary to facilitate life- saving operations
- Technical assistance including inspection of public and private structures.

### **Policies of Engagement**

- Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the S.E, PWD (Bldg)
- All communication will be provided in accordance with existing Government statutes, rules and regulations
- Restoration of public works and infrastructure services will be done regardless of economic status or racial, religious, ethnic or other affiliation
- Support agency personnel assigned to this ESF will work in accordance with Lead Agency

### **Planning Assumptions:**

Available resources may be come limited due to high demand in a large-scale incident & so need base distribution of resources is required.

All agencies will support this ESF as necessary

Need for provincial response covered by this plan is the prioritization of effort to the areas that need it most

Concept of Operation:

ESF Coordinator on receipt of the information from Dy. Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency / Deptt: PWD (Buildings)

2. Nodal Officer (Contact details): S.E, PWD (Buildings)

3. SOPs are enclosed as Appendix-A (SOP, Div I),B (Tel No Div I),C (SOP, Div II), D(Tel No Div II )

### **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

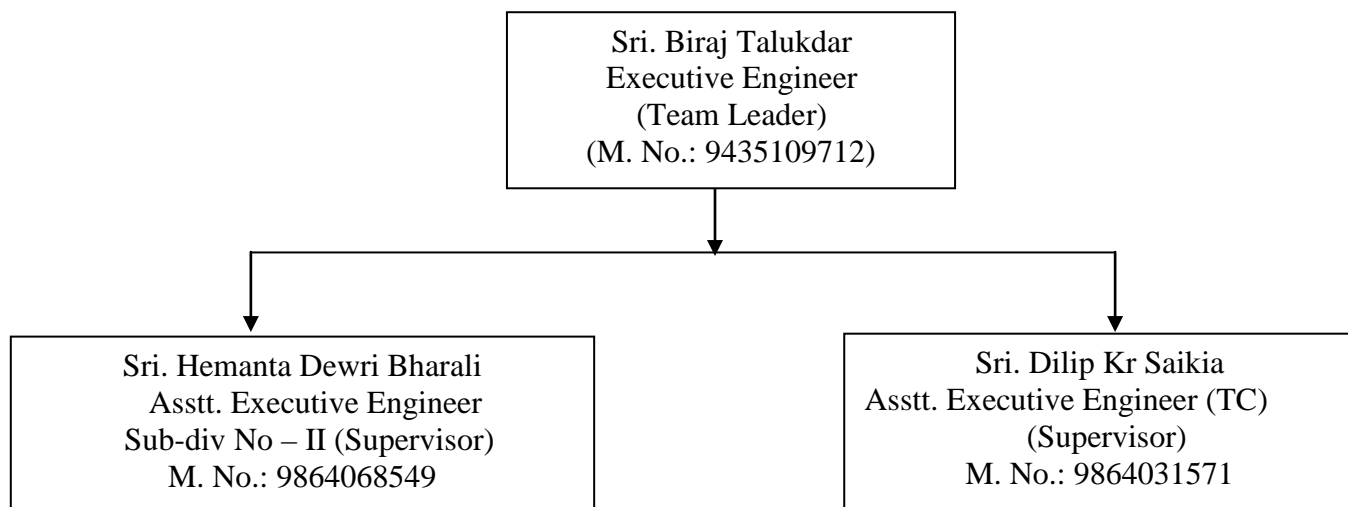
### **Attachments and Appendices**

**Contact list of responsible officials as Appendix-B**

## APPENDIX-A

### 3.11 STANDARD OPERATING PROCEDURE (SOP)

As a part of contingency plan for Roads & Bridges under the jurisdiction of **North Guwahati State Road Division** the Response Committee is formed as follows:



To be in a state of preparedness and to meet any eventuality in the event of natural disaster like Flood/ Cyclone/ Earth quake, the following standard operation procedure in respect of the PWRD, is prepared in order to respond to such an eventuality.

A) Prevention and Reduction of disaster impact by undertaking prevention, mitigation, risk reduction measures by structural and non-structural measures (Prevention and Mitigation Plan)

B) Quick recovery from disaster impacts. (Post Incident Plan)

#### A) Prevention and Mitigation Plan:

Guwahati city as a part of Assam state lies on Earth Quake Zone-V. So it is always prone to earth quake hazard. To be in a state of preparedness to meet any eventuality, the following measures/action will be taken by this Department.

- (i) The structures like flyover bridges, minor bridges and roads are monitored for damage in a regular basis with the help of the Section Officers (S.O.).
- (ii) If any damage is found immediately action for repairing is taken up.

#### B) Post Incident Plan:

- The Team Leader will become active immediately after getting the information from Nodal officer.
- Meeting will be held in the A.E.E's (Ghy State Rd Sub-div. No. II) Room or at a more convenient place selected by the Team leader.
- As soon as a disaster "Alert" is declared, all the A.E.s and J.E.s of North Guwahati State Road Division will report to their A.E.E.s, who will inform them of the meetings of the RESPONSE COMMITTEE.
- If the 'Alert' is declared outside of working hours the RESPONSE COMMITTEE will meet as soon as possible.
- When an "Alert" is declared, all members of the RESPONSE COMMITTEE must check the status of activities for which they have responsibility and prepare a written report for

presentation at the first meeting of the RESPONSE COMMITTEE.

- This Committee is responsible for activating the emergency preparedness plans, ensuring that all necessary actions have been taken, or will be taken, throughout the divisional area, directing the immediate plans for meeting the emergency post disaster operations.
- As a part of emergency preparedness plan all the concerned A.E.s and J.E.s will go to the damage site for damage assessments and forward the same to their concerned supervisors.
- After the review of the assessment the Team Leader will establish a priority list of roads which will be opened first, which should include roads to hospitals and main trunk roads.
- Construct temporary roads/bridges to serve as access to temporary transit to relief camps and medical facilities to disaster victims.
- The team leader will also activate its support agencies as and when necessary.

**DISPLAYS:**

Because the Team Leader’s major role is accumulating and sharing information to ensure coordinated and timely disaster response, display devices must be maintained so that agencies can quickly comprehend what actions have been taken and what resources are available. Display needs will vary with the nature and scope of the disaster, but the following charts are the core of the display system whenever the facility is activated.

**a. Problem Log**

All major problems should be entered on the Log as they are received.

<b>Problem</b>	<b>Time</b>	<b>Nature of problem</b>	<b>Response agency</b>	<b>Response and remarks</b>

This log is maintained by the clerk - Draft man/Typist

**b. Event Logs**

All major and significant events resulting from or affecting the disaster in any way should be displayed for all to see.

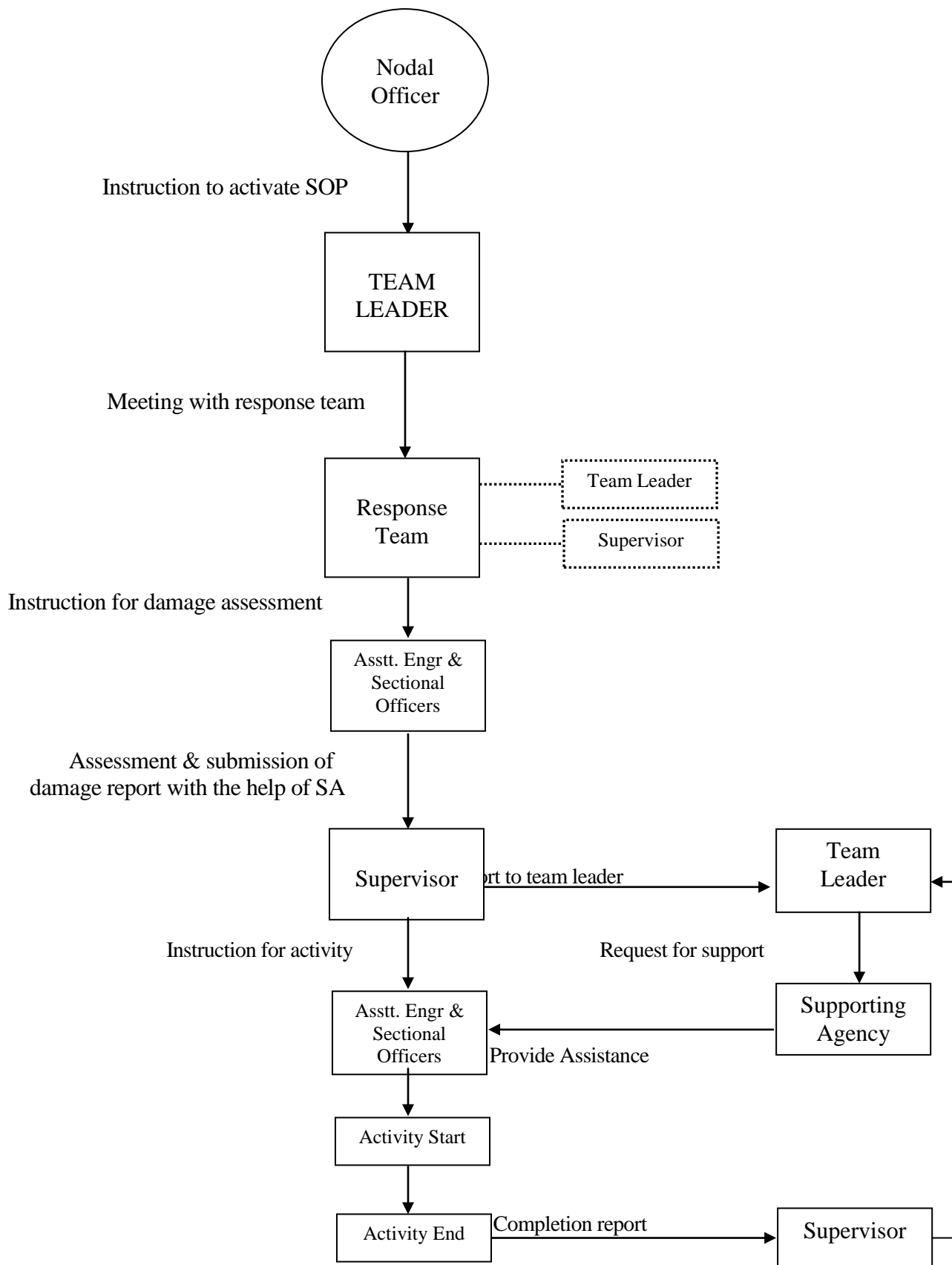
Main and significant display formats are shown below.

<b>Main Event Display Board</b>		
<b>Time</b>	<b>Event</b>	<b>Action</b>

<b>Significant Event Display Board</b>			
<b>Time</b>	<b>From</b>	<b>Event</b>	<b>Remarks</b>

This log is maintained by the clerk - Draft man/Typist

**PICTORIAL DISPLAY OF SOP**



## **APPENDIX-B**

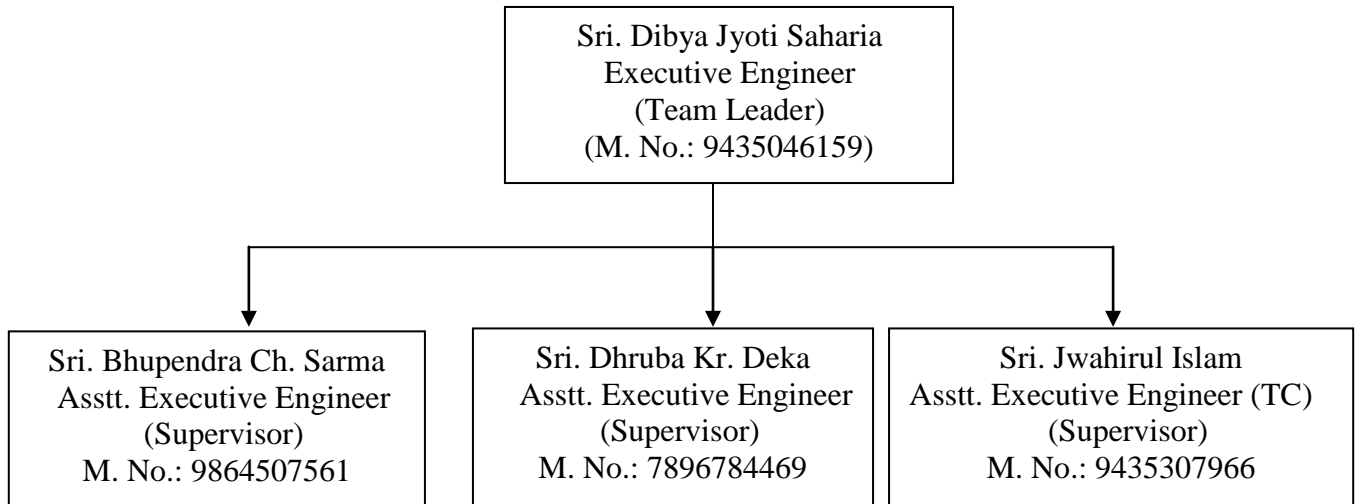
### **Details of the officials:**

<b>SI No.</b>	<b>Name</b>	<b>Position</b>	<b>Designation</b>	<b>Mobile No.</b>
1	Biraj Talukdar	Team Leader	Executive Engineer	94351-09712
2	Hemanta Dewri Bharali	Supervisor	Asstt. Executive Engineer	98640-68549
3	Dilip Kr Saikia	Supervisor	-Do- (T/C)	98640-31571
4	Biraj Bhattacharyya		Asstt. Engineer	98640-10416
5	Pulin Das		Asstt. Engineer	98640-30096
6	Dipak Nath		Asstt. Engineer	97060-14513
7	Mahesh Rabha		Junior Engineer	94351-16260
8	Samsul Haque		Junior Engineer	98640-60349
9	Bhola Nath Roy		UDA	94359-19154
10	Mrs. Putul Deka		LDA	97076-58092
11	Joydeep Chanda		LDA	96784-07714
12	Ganiruddin Ahmed		Sub-Engineer, Gr - II	98592-46918
13	Praneswar Kalita		Sub-Engineer, Gr - II	87538-15223
14	Rajat Subrata Dutta		S A	98641-37638
15	Abdul Ali		S A	98641-16875
16	Promod Goswami		S A	95082-12034
17	Babul Ch Haloi		S A	98592-70815
18	Pabitra Barman		S A	99542-50628
19	Ajit Barman		S A	98594-62023
20	Basab Deka		S A	98649-76802
21	Dasarath Barman		S A	94351-98074
22	Prabir Kr Das		S A	97069-25985
23	Babuli Das		S A	94017-33369

## APPENDIX- C

### **STANDARD OPERATING PROCEDURE PWD (R) City Div II**

As a part of contingency plan the Response Committee is constructed as follows:



To be in a state of preparedness and to meet any eventuality in the event of natural disaster like Flood/ Cyclone/ Earth quake, the following standard operation procedure in respect of the PWRD, is prepared in order to respond to such an eventuality.

A) Prevention and Reduction of disaster impact by undertaking prevention, mitigation, risk reduction measures by structural and non-structural measures (Prevention and Mitigation Plan)

B) Quick recovery from disaster impacts. (Post Incident Plan)

#### **A) Prevention and Mitigation Plan:**

Guwahati city as a part of Assam state lies on Earth Quake Zone-V. So it is always prone to earth quake hazard. To be in a state of preparedness to meet any eventuality, the following measures/action will be taken by this Department.

- (iii) The structures like flyover bridges, minor bridges and roads are monitored for damage in a regular basis with the help of the Section Officers (S.O.).
- (iv) If any damage is found immediately action for repairing is taken up.

#### **B) Post Incident Plan:**

- The Team Leader will become active immediately after getting the information from Nodal officer.
- Meeting will be held in the E.E's (city div. no. II) Room or at a more convenient place selected by the Team leader.
- As soon as a disaster "Alert" is declared, all the A.E.s and J.E.s of City Divn. No.-II will report to their A.E.E.s, who will inform them of the meetings of the RESPONSE COMMITTEE.
- If the 'Alert' is declared outside of working hours the RESPONSE COMMITTEE will



meet as soon as possible.

- When an “Alert” is declared, all members of the RESPONSE COMMITTEE must check the status of activities for which they have responsibility and prepare a written report for presentation at the first meeting of the RESPONSE COMMITTEE.
- This Committee is responsible for activating the emergency preparedness plans, ensuring that all necessary actions have been taken, or will be taken, throughout the divisional area, directing the immediate plans for meeting the emergency post disaster operations.
- As a part of emergency preparedness plan all the concerned A.E.s and J.E.s will go to the damage site for damage assessments and forward the same to there concerned supervisors.
- After the review of the assessment the Team Leader will establish a priority list of roads which will be opened first, which should include roads to hospitals and main trunk roads.
- Construct temporary roads/bridges to serve as access to temporary transit to relief camps and medical facilities to disaster victims.
- The team leader will also activate its support agencies as and when necessary.

**DISPLAYS:**

Because the Team Leader’s major role is accumulating and sharing information to ensure coordinated and timely disaster response, display devices must be maintained so that agencies can quickly comprehend what actions have been taken and what resources are available. Display needs will vary with the nature and scope of the disaster, but the following charts are the core of the display system whenever the facility is activated.

**a. Problem Log**

All major problems should be entered on the Log as they are received.

<b>Problem</b>	<b>Time</b>	<b>Nature of problem</b>	<b>Response agency</b>	<b>Response and remarks</b>

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**b. Event Logs**

All major and significant events resulting from or affecting the disaster in any way should be displayed for all to see.

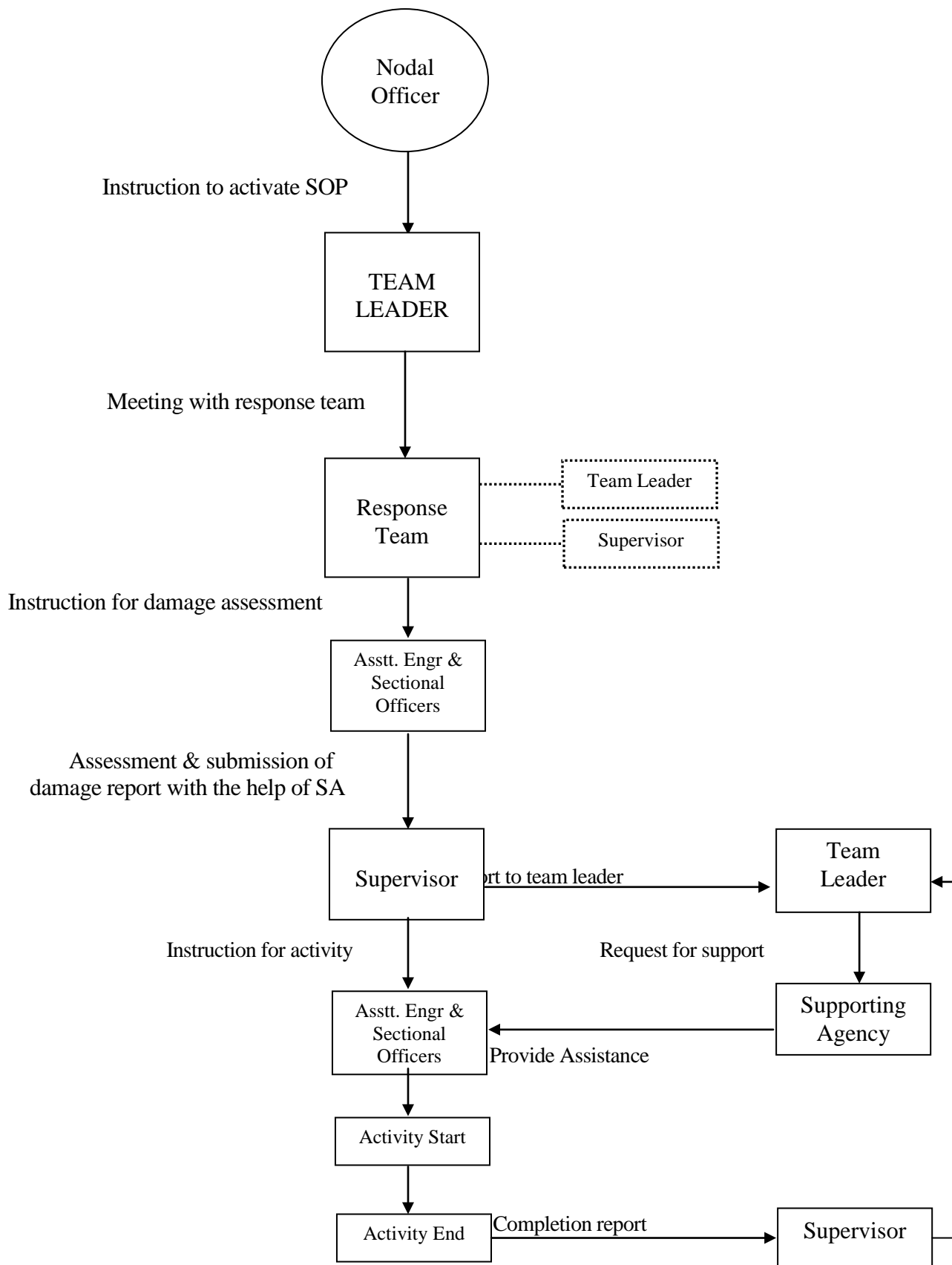
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<b>Main Event Display Board</b>		
<b>Time</b>	<b>Event</b>	<b>Action</b>

<b>Significant Event Display Board</b>			
<b>Time</b>	<b>From</b>	<b>Event</b>	<b>Remarks</b>

This log is maintained by the clerk - Draft man/Typist

**PICTORIAL DISPLAY OF SOP**



## **APPENDIX-D**

### **Details of the officers:**

SI No.	Name	Position	Designation	Mobile No.
1	Dibya Jyoti Saharia	Team Leader	Executive Engineer	94350-46159
2	Bhupendra Ch. Sarma	Supervisor	Asstt. Executive Engineer	98645-07561
3	Dhruba Kr. Deka	Supervisor	-Do-	78967-84469
4	Jwahirul Islam	Supervisor	-Do- (T/C)	94353-07966
5	Pranjit Talukdar		Asstt. Engineer	90853-41876
6	Munin Deka		Asstt. Engineer	94350-13968
7	Abu Syed Abidul Islam		Asstt. Engineer	73999-59058
8	Bhaben Sarma		Asstt. Engineer	98547-52573
9	Naren Gogoi		Asstt. Engineer	94355-49920
10	Pranab Dutta		Asstt. Engineer	94351-46689
11	Inamul Haque		Junior Engineer	98644-22184
12	Prakash Hazarika		Junior Engineer	94351-14674
13	Gobinda Dutta		Junior Engineer	94350-17314
14	Panchnan Baruah		Junior Engineer	94350-42845
15	Kiron Ch. Bordoloi		Junior Engineer	98640-52220
16	Pradip Kr. Mali		Junior Engineer	94351-09422
17	Jamini Barman		Junior Engineer	94351-00815
18	Dipak Baruah		Junior Engineer	94350-61049
19	Akbar Ali		LDA	98591-46379
20	Sada Deka		LDA	98640-86355

### **ESF - 12: PUBLIC INFORMATION & HELP LINES**

ESF Coordinator :

Department Specifies

District Information &

Team Leader Specifications

Public Relations

DIPRO

Nodal/Primary Function

Primary Agency :

- Nodal Department

DIPRO

- Nodal Division

**Support Agency/ies :**

#### **List of Agency Name (s) :**

- o District Sport Officer
- o Inspector of School
- o Media (Print/ Audio-Visual)
- o NSS
- o NYK
- o Scouts & Guides

#### **Primary Purpose/Function**

Emergency Support Function (ESF): Information & Public Relations & Set up help lines

1. On going news in an emergency.
2. Response and recovery agency actions/information.

3. Warning/communication regarding issues such as.
  - Shelter, Food and Water.
  - Evacuation routes/areas.
4. Reduce public panic through disseminating the proper information.
5. To tell the public what action they should take i.e. Dos & Don'ts
6. Try to positive or balanced stories in the media.
7. Highlight the action done by the administration as breaking news in electronic media.
8. Rapid acknowledgement of the reporter's request regarding emergency function.
9. Received the information from public through help line and pass the matter to DDMA, Kamru(M)
10. Help line should be opened in 24 hours during the crisis period.

### **Scope of Engagement**

1. The plan is the operating instructions for information & Public Relations Department and its supporting agencies at the central level.
2. The plan addresses disaster management functions for which IPRD has primary co-ordination responsibility. e.g. disseminating proper information to media persons in co-ordination with DDMA.
3. To locate & determine the surviving broadcast media and provision of assistance to DDMA by delivering their emergency announcements
4. Providing news item in proper time in a ready manner.
5. Giving equal treatment in a dignified manner to media.
6. Creating a Data Bank for media to supply the required background material and feed back.
7. To keep close liaison with DDMA.
8. Engagement of one person for each primary agencies so that adequate data can be passed to media.

### **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the DIPRO.
  2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
  3. Support agency personnel assigned to this ESF will work accordance with Lead Agency.
- Planning Assumptions**
1. During the crisis period the main target group is electronic media
  2. Communications may be disrupted and planning requires alternate channel for communication
  3. Frequent liaison with media person to stop rumor and to prevent panic situation.
  4. All agencies will support this ESF as necessary.
  5. Requires a balance of activities with emergent requirements.

### **Concept of Operations**

ESF Coordinator on receipt of the Information from Deputy Commissioner, Kamrup (M), & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency/ Deptt: Information & Public Relations
2. Nodal Officer (Contact Details): DIPRO, Kamrup (M), Guwahati.

### **TIME SHEET FOR ACTIVATION**

For response:

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

### Deactivation

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

### Attachments and Appendices

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**

### 3.13 ESF — 13 : LAW AND ORDER

ESF Coordinator: Senior Superintendent of Police  
City, Guwahati

Department Specifics

Team Leader Specifications

Nodal/Primary Function

Senior Superintendent of Police  
City, Guwahati

Primary Agency/ies:

- Nodal Department
- Nodal Division Police Department  
(Crime Detection & Law & Order Communication)

Support Agency/ies:

List of Agency Name(s):

- Home Guard & Civil Defence Department (Manpower)
- Assam Police Radio Organisation (APRO) (Wireless Communication)
- PWD (For equipment required to remove Debris from Disaster site)
- National Disaster Response Force (NDRF)
- DIPRO (District Information and Public Relation Officer)-For Immediate announcement
- Fire Service
- 108 Ambulance service
- GMCH & MMCH

Primary Purpose/Function

Emergency Support Function (ESF : Law & Order)

Primary functions are the following:

1. To ensure law and order situation at the affected areas.
2. To ensure rescue of the victims
3. To communicate and pass information to all other stakeholders.
4. To provide security and support to other ESFs when their systems have been impacted.

Scope of Engagement

1. To establish law and order in the affected areas.
2. To help in rescue of the victims in the affected areas.
3. To help in ensuring establishment of temporary communication from the affected areas
4. To develop plan and co-ordinate with their agencies in removing debris etc. from the affected

- areas.
5. To establish communication with other ESFs
  6. To train and make police personnel skillful in handling emergency situation.

#### Policies of Engagement

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major disaster will communicate with the SSP City or Addl. S.P. (HQ), City.
2. Immediately, the Nodal Officer (SSP City/Addl. S.P. HQ City) will pass command to the concerned Officer-in-Charge of Police Station to visit the affected areas with sufficient manpower for law and order duty and rescue of the victim.
3. Co-ordinate with other ESF to be done by the Nodal Officer.
4. Matter/incident will be informed to City Control/Dial 100 PCR/Wireless so that all Police personnel can be put on high alert.

#### Planning Assumptions

1. Initially, the emergency management would be coordinating lifesaving activities by the police personnel reaching the affected area.
2. Passing on ground level information to other ESF & supporting agencies.
3. To prepare initial damage report to submit to the Chairman, DDMA Kamrup for assessment.
4. To render help and security to the hospital authorities in treatment of the victim.

#### Concept of Operations

ESF Coordinator on receipt of the information from Dy Commissioner, Kamrup (M) & Incident Commander will instruct the primary agencies to activate their concerned SOPs for necessary response.

1. Name of the Primary Agency / Deptt - Senior Superintendent of Police, City, Guwahati
2. Nodal Officer ( Contact details) - Shri Swapnaneel Deka, APS, Addl. S.P. (HQ)  
Ph. No. 0361-2540118, M/No. 94350-48555
3. SOP are enclosed as Annexures - As Annexure – I
4. Contact details of all officials of Nodal Department under ESF - As ANNEXURE - II

#### TIME SHEET FOR ACTIVATION

For response: - From 0 Hour Report of incident to Nodal Officer or Police Control Room.

From 0 Hour Immediately, matter/information passed to concerned Os.C.  
It will take 1 min.  
Through wireless

From 0 Hour- Os.C pass on information to other support staff and rush to the  
It will take 5 min. spot.  
Maximum

Response time from 0 hour is 5 minutes maximum

Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

#### Deactivation

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

#### Attachments and Appendices

\*\*List out all attachments & appendices necessary for reference to the concerned ESF

1. SOP attached

I. STANDARD OPEARTING PROCEDURE (SOP)

## EMERGENCY SUPPORT FUNCTION

### Information

On receipt of information about disaster in Guwahati City, this Standard Operating Procedure (SOP) will immediately come into effect and focus on coordinating lifesaving activities in emergent condition.

### OBJECTIVE

The objective of this arrangement in to maintain law and order and also to help other supporting agencies in rescue and rehabilitation of victim(s) It is therefore of utmost importance that at the outset of any emergent situation, coordinating steps/role of police should be initiated for smooth and effective rescue of the victim(s) and to ensure maintenance of law and order, smooth and effective rescue of victims and fool proof co-ordination with supporting agencies, the following steps are to be taken immediately.

- (1) The Officers-in-Charge of Police Stations on receipt of information from the undersigned, Police Control Room or from any other source in their respective P.S. area, the Os.C will assess the damage and report to the Disaster Management Authority (DDMA) through wireless and rush to the spot.
- (2) The Os.C will inform the supporting agencies life NDRF, SDRF, PWD, Health Department, ASEB etc. for immediate co-ordination.
- (3) The Os.C will maintain law and order at the spot and will deploy sufficient manpower.
- (4) The Os.C will inform emergency service viz. 108 Ambulance to carry victims to the nearest hospital.
- (5) The Os.C will assess the requirement of manpower and equipments required for rescue operation and inform DDMA to arrange accordingly.

### Operation

For effective implementation of this police plan, the areas of responsibility are divided into following divisions.

- (1) Division A : Panbazar Division
- (2) Division B : Pandu Division
- (3) Division C : Chandmari Division
- (4) Division D : Dispur Division

Again the divisions are divided into zones. Each division are to be supervised by senior police officers of the district as shown below.

Sl. No	Name of Officer	Division
1	Shri Longnit Terang, APS, Addl. Superintendent of Police (City) City, Guwahati	Panbazar and Dispur Divisions
2	Shri Mrinal Deka, APS, Addl. Superintendent of Police (Security), City, Guwahati	Pandu Division
3	Shri Surjit Kr. Thakur, APS, Addl. Superintendent of Police (Border), City, Guwahati	Chandmari Division

Divisional Addl. Ss.P./ Dy. S.P. of each division will supervise the law and order and security arrangement in their own division. They will ensure that the forces detailed for duties are equipped with riot drill equipment, and further ensure availability of fire tenders, video camera teams, tear gas squads, etc. in their respective division. They will immediately organise the Nagarik Committees, VDPs in their respective jurisdiction and rush to the spot to support in rescue operation.

Each Police Station has been assigned as a sector, and each Officer-in-Charge in the capacity of sector officer will utilize the officers, men, force, members and volunteers of Nagarik Committees / Village Defence Parties, etc. to maintain law and order.

#### DIVISION – A : PANBAZAR DIVISION

Dr. Rubul Gogoi, APS, Addl. Superintendent of Police, I/C Panbazar Division will remain in charge of this division. This division is divided into following sectors.

- (1) Sector 1 : Panbazar Police Station
- (2) Sector 2 : Paltanbazar Police Station
- (3) Sector 3 : Latasil Police Station

Officers-in-Charge of respective police stations will remain in charge of the sector.

#### DIVISION – B : PANDU DIVISION

Shri Bibekananda Das, APS., Dy. S.P., Pandu Division will remain in charge of this division. This division is divided into following sectors.

- (1) Sector 1 : Azara Police Station
- (2) Sector 2 : Jalukbari Police Station
- (3) Sector 3 : Bharalumukh Police Station
- (4) Sector 4 : Fatasil Ambari Police Station
- (5) Sector 5 : North Guwahati Police Station

Officers-in-Charge of respective police stations will remain in charge of the sector.

#### DIVISION – C : CHANDMARI DIVISION

Shri Ujjal Pratim Baruah, APS, Addl. Superintendent of Police, Chandmari Division, City Guwahati will remain in-charge of this division. This division is divided into following sectors.

- (1) Sector 1 : Chandmari Police Station
- (2) Sector 2 : Noonmati Police Station
- (3) Sector 3 : Geetanagar Police Station
- (4) Sector 4 : Pragjyotishpur Police Station

Officers-in-Charge of respective police stations will remain in charge of the sector.

#### DIVISION - D : DISPUR DIVISION

Shri Debasish Bora, APS, Addl. Superintendent of Police, Dispur Division, City Guwahati will remain in charge of this division. This division is divided into following sectors.

- (1) Sector 1 : Dispur Police Station
- (2) Sector 2 : Basistha Police Station
- (3) Sector 3 : Khetri Police Station

Officers-in-Charge of respective police stations will remain in charge of the sectors.



Under the supervision of the Divisional Addl. Ss.P/Dy. Supdts. of Police, the Os.C. will draw up their own law and order plan for their respective jurisdictions. They will take adequate preventive and precautionary measures for maintenance of law and order in emergent situation. They will ensure deployment of mobile police personnel.

It will be necessary at very outset of the precautionary stage to evolve an imaginative pattern of deployment keeping in view the demographic pattern and the mobility of the force so that in case of any emergent situation.

Press and other public media will have to be kept under constant watch.

#### POLICE CONTROL ROOM

Police Control Room will function as usual with telephone nos. (Phone No. 2461556/2464557/100). Regarding any emergency situation, the information should immediately be intimated to Police Control Room and Police Control Room will also in turn conveyed the information without delay to the Sr. Superintendent of Police Superintendent of Police, City, Guwahati and other officers and also to District Disaster Management Authority (DDMA).

#### VHF CONTROL

Inspector, APRO, Panbazar will brief all the officers properly so that information are transmitted without delay and will follow a separate ESF to be prepared by Assam Police Radio Organisation.

#### FIRE FIGHTING

Each divisional Addl. Ss.P/Dy. S.P. and Officers-in-Charge should liaise with local fire station very closely and make them aware of the situation to meet any eventuality without wasting time.

#### SUPERVISION

Shri Longnit Terang, APS, APS, Addl. S. P. (City), Shri Swapnaneel Deka, APS, Addl. S. P. (HQ), Shri Bolin Deuri, APS, Addl. Superintendent of Police (S), City, Guwahati, Shri Diganta Kumar Choudhury, APS, Addl. S.P. (DSB), City, Guwahati, Shri Surjit Kumar Thakur, APS, Addl. S.P. (Border), City, Guwahati will assist the undersigned and supervise the duties accordingly.

#### NODAL OFFICER

Shri Swapnaneel Deka, APS, Addl. Superintendent of Police (HQ), City, Guwahati, Mobile No. 94350-48555 will act as the Nodal Officer from City Police.

I shall remain in overall charge of this plan.

Sd/- A.P. Tiwari, IPS

Sr. Superintendent of Police,

City, Guwahati

List of communal sensitive pockets

(The list is not exhaustive, Zonal and sector officer will identify rest of pockets, if any)

#### (1) PANDU DIVISION

Azara Police Station : Kahikuchi Bazar, VIP, MES Colony

North Guwahati PS : Rajaduar Chapori

Bharalumukh PS : Machkhowa (Near Pragjyotika)

Jalukbari Police Station : Pandu Satal Gate  
Maligaon Railway Colony

Jalukbari  
Amingaon

Fatasil Ambari PS : Jyotikuchi Dhapalia Para  
1. Cycle Factory Back side of Fatasil Ambari PS  
Lalganesh West side of Main Road

(2) PANBAZAR DIVISION

Panbazar Police Station : Gelapatty T.R. Phukan Road, Fancy Bazar  
Bastagoli, A.T. Road  
Near No. 4 Railway Gate, Fancy Bazar

Latasil Police Station : Uzanbazar Jahajghat River side  
Ambari near Bura Majid  
Kalibari Railway Colony

Paltanbazar Police Station : Min Mahal Pukhuripara, Birubari  
Paltanbazar  
Solapara  
Serabbhatti  
Manipuribasti

(3) CHANDMARI DIVISION

Chandmari Police Station: Bamunimaidan, Moila Tanki  
Chandmari Railway Colony

Noonmati Police Station Ram Sing Chopori, Sunsali  
New Guwahati, G. Line, Narengi  
Patharkuari, Satgaon Bazar, Amsing

Geetanagar Police Station Near Geetanagar PS and Hatigarh Chariali

(4) DISPUR DIVISION

Dispur Police Station : Dispur, Kacharibasti  
Bhangagarh Market, Tarun Nagar  
A.B.C.  
Ganeshguri Fish Market  
Hanuman Mandir opp. Tea Auction Center

Basistha Police Station : Beltola Coal Market  
Lalmati, Jorabat

**ANNEXTURE II**

**Contact Number of all officials of Nodal Department under ESF**

<b>Name and Designation</b>	<b>Phone No.</b>	<b>Mobile No.</b>
Shri A.P. Tiwari, IPS, Sr. Supdt. of Police, City, Guwahati	2540278	9435051112
Shri B. Das, APS, Supdt. of Police, Traffic, City	2731847	94353-77335
Shri Ranjan Bhuyan, APS, Supdt. of Police (OPS), City	2540138	94350-45554
Shri Swapnaneel Deka, APS, Addl. S.P. (HQ), City	2540118	94350-48555
Shri Longnit Terang, APS, Addl. S.P. (City), Guwahati	2631111	94350-88299
Shri D.K. Choudhury, APS, Addl. S.P. (DSB), City	2543458	94350-37642
Shri Mrinal Deka, APS, Addl. S.P. (Security)	2546717	94350-49565
Shri Prasanta Saikia, APS, Addl. S.P. (Traffic), City	2545598	94350-28077
Shri Dibash Ranjan Das, APS, Addl. S.P. (S), Capilat Complex	2237373	94350-26484
Shri Amitava Sinha, APS, Addl. S.P. (Crime), City, Guwahati		94350-49599
Smti. Leena Doley, APS, Addl. S.P. Dial 100 PCR		94355-53087
Shri Surjit Kumar Thakur, APS, Addl. S.P. (B), City, Guwahati		94351-26467
Shri B.C. Nath, APS, Dy. S.P. (Reserve), City	2736189	94350-68275
Shri Hari Ch. Sarma, APS, Dy. S.P. (HQ), City, Guwahati		94351-65242
Shri P.K. Rajbongshi, APS, Dy. S.P. (DSB), City, Guwahati	2543458	94350-22101
Shri Debasish Bora, APS, Addl. S.P. I/C Dispur Division	2268301	94351-60402
Shri U.P. Baruah, APS, Addl. S.P. I/C Chandmari Division	2666381	94351-90885
Shri R. Gogoi, APS, Addl. S.P. I/C Panbazar Division	2601393	94350-14456
Shri B. Das, APS, Dy. S.P. Pandu Division	2570640	94357-04230
Shri D. Deka, APS, Dy. S.P. Traffic, City, Guwahati	2545598	94353-61099
Inspr. Biren Deka, Officer-in-Charge, Dispur P.S.	2261510	94351-23487
Inspr. B.M. Handique, Officer-in-Charge, Basistha P.S.	2302158	94350-55463
S.I. Anil Bora, Officer-in-Charge, Khetri P.S.	2787220	98640-25483
Inspr. D.N. Deb, Officer-in-Charge, Hatigaon P.S.	2231060	98640-54305
Inspr. Bimal Deka, Officer-in-Charge, Bhangagarh P.S.	2461756	94353-41366
Inspr. A.K. Bora, Officer-in-Charge, Chandmari P.S.	2660204	94350-20274
Inspr. Kamal Rajbongshi, Officer-in-Charge, Noonmati P.S.	2550281	94351-26053
Inspr. Mamtazuddin Ahmed, Officer-in-Charge, Geetanagar P.S.	2417383	99578-63207
S.I. D. Kalita, Officer-in-Charge, Pragjyotishpur P.S.	2785237	98641-25719
Inspr. C.K. Boro, Officer-in-Charge, Paltanbazar P.S.	2540126	95086-41355

Inspr. Dilip Bharali, Officer-in-Charge, Panbazar P.S.	2540106	94351-83080
Inspr. J.C. Nath, Officer-in-Charge, Latasil P.S.	2540136	98640-14678
S.I. P. Das, Officer-in-Charge, All Women P.S.	2519627	94353-90752
Inspr. Dilip Phukan, Officer-in-Charge, Bharalumukh P.S.	2731199	9435199881
Inspr. P.K. Das, Officer-in-Charge, Jalukbari P.S.	2570522	94350-82118
Inspr. Rukma Buragohain, Officer-in-Charge, Fatasil Ambari P.S.	2471412	98640-65123
S.I. Rabindra nath Das, Officer-in-Charge, Sonapur P.S.	2786326	94351-43891
S.I. Sunil Kalita, Officer-in-Charge, North Guwahati P.S.	2690255	94351-94256
Inspr. M. Baruah, Officer-in-Charge, Gorchuk P.S.	2270151	94350-54686
S.I. Biren Gogoi, Officer-in-Charge, Azara P.S.	2840287	94014-54686
Inspr. J. Shill, Officer-in-Charge, Satgaon P.S.	2642018	98643-17538
S.I. K.K. Baruah, I/C Jorabat O.P	2897001	98640-49180
S.I. G. Bhuyan, I/C Bhagaduttapur O.P		98648-44416
S.I. D. Sarma, I/C Fancy Bazar O.P.	2540285	94351-31015
S.I. B. Bora, I/C Birubari O.P		98599-76415
S.I. S.S. Hazari, I/C Jalukbari O.P	2570587	94350-56311
ASI A. Kalita, I/C Borjhar O.P		94351-07731
S.I. Deepak Saikia, I/C Odalbakra O.P	2478666	99543-21041
S.I. P.P. Gogoi, I/C Panikhaiti O.P		99570-04203
S.I. A. Roy, I/C Maligaon O.P.		98648-48948
S.I. J. Bhattacharjee, I/C Amingaon O.P.		94350-19339

### 3.14 ESF —14: CATTLE RESOURCE RECOVERY AND CARE

ESF Co-ordinator :	
Department Specifies :	A.H.& Vety Department
Team Leader Specifications Guwahati-3	District A.H.& Vety Officer, Kamrup (Metro)
Nodal/Primary Function	Transfer of Livestock, Shelter, Feeding, Treatment
Primary Agency/ies :	
Nodal Department	A.H.& Veterinary Department
Nodal Division	District A.H.& Vety.Office ,Kamrup(Metro)
Guwahati-3	
<b>Support Agency/ies :</b>	
List of Agency Name (S) :	1) C.E.O,DDMA(M) 2) G.M.C. 3) F&CS 4) C. O. Revenue Circle 5) Fodder Dev Officer 6) Medicines Stockist (C.V.S) 7) P.W.D.(Road) 8) P.H.E.

Zonal :	Joint Director A.H. & Vety Deptt (Guwahati-Zone)
District:	Kamrup(Metro)
Voluntary :	JBF (NGO's of Animal Welfare) P.F.A.
State :	Assam

### **Primary Purpose/Function**

Emergency Support Function (ESF): Cattle Resource Recovery & Care

ESF Cattle Resource Recovery & Care provides the following :

- 1).Shifting/Transfer of Animal
- 2).Shelter House
- 3).Feed
- 4).Treatment
- 5).Disposal of Carcass

### **Scope of Engagement**

Identify, secure and arrange delivery (where required) of feed supplies for livestock, poultry and farm fish and other emergency input requirements

Coordinate evacuation & transfer of livestock, poultry and fish for relocation & disposal

Restore the agri-food sector affected by the earthquake and assess general damages to the agriculture and fisheries sectors

### **Scope of Actions on different aspects of A.H.& Vety**

1. The Fodder Dev.Officer for stock of Fodder
2. The Asstt.Director,CVS for stock of Medicines
3. The G.M.C. for cleanness of disposal of carcass
4. The In-Charge of Vety.Hospital,Chenikuthi/Dispensaries of
5. Guwahati city.
6. The Director Vety. Clinics C.V.Sc, Khanapara
7. The Joint Director, IVB, Lhanapara for stock of Vaccines.
8. The Director Clinics College of Veterinary Science, Khanapara, Ghy-22

### **Policies of Engagement**

1. Chairman, DDMA Kamrup (M) & Incident Commander in any major emergency will communicate with the District A.H.& Vety Officer, Kamrup (Metro)
2. All communication will be provided in accordance with existing Government statutes, rules and regulations.
3. Restoration ofpublic works and infrastructure services will be done regardless of economic status or racial, religious, ethnic or other affiliation
4. Support agency personnel assigned to this ESF will work in accordance with Lead Agency on
  - Communication and reporting

- Vety. Hospital/Dispensary will be informed for readiness
- Stock of Medicines and Vaccines, Food Staff

### **Planing Assumptions**

1. Damage to structures vety hospital / dispensary, poultry sheds, etc. (in an earthquake) will require additional resources to be directed to the operational Area / effected area
2. Need for provincial response covered by this plan is the prioritization of effort to the areas that need it most.
3. Available resources may become limited due to high demand in a large-scale incident.
4. All agencies will support this ESF as necessary
5. General requirement would be:
  - Transfer and sheltering of Live-stock
  - Feeding
  - Treatment

### **Concept of Operation**

#### **General**

1. After receiving information from CEO,DDMA(M), **District A.H.& Vety Officer, Kamrup (Metro)** will inform to the Supporting agency Nodal Officers and will activate the operational work. Mobile team will arrived at destination.

#### 2. Specific ESF Notification and Activation

- F&CS-To keep stock feed for Live-Stock and Poultry
- C.V.Sc-To stock of Medicines=> Dr.Dwijen Dutta Patgiri—99540-10120
- In-charge Vety.Hospital Chenikuthi , Vety.Dispensaries Guwahati City => Dr.Mrinal Das-9190850-90368, Dr.Pradip Medhi—98541-85645, Dr.Makhan Barman-- 98640-54211,Dr.Anil Saikia—94351-44272
- Director of Clinics,CVSc keep ready for emergency support Dr.Keshab Ch. Nath ---94351-15603
- I.V.B.- Vaccines=>Dr.Sailen Das -94351-22710
- F.D.O. – Fodder=>Dr.Anil Choudhury -94351-90362

#### **3. Role of ESF Coordinator (in terms of Agency)**

Co-ordination with line Department and Support Agency.

P.W.D.(Road)-Providing of JCB

G.M.C. –For carrying carcass

C.O. – Select site for burrial of carcass

#### **4. Role of ESF Team Leader (Designation Specifics)**

\*\* District A.H. & Vety.Officer,Kamrup(Metro) inform to the supporting Agency and activate monitoring, Keep liasion, and feedback of activity, Reporting.

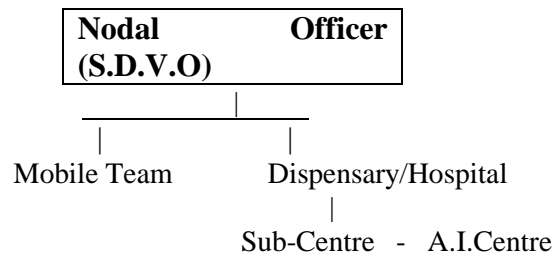
**Facilities under operation:** Details of Hardware and Software Elements as per the scope of the specific ESF (including stockpiles)

<u>Available</u>	<u>Required</u>
Vehicle	Tractor with Trailer
Medicines	J.C.B.
Vaccines	Labour
Man Power	Equipments

**Activation Procedures**

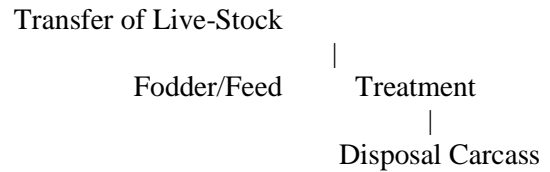
(Response Phase)

\*\*Mention procedural details in Flow Chart/diagram



(Mitigation Phase)

\*\* Mention Procedural details in flow chart/Diagram



(Preparedness Phase)

\*\*Mention procedural details Flow Chart/diagram =>

- Doctor
- Mobile Team
- 1). Dr.Mrinal Das,Vety.Hospy. -9190850-90368
  - 2). Dr.Gajendra Deka
  - 3). Dr.Bimal Bhattachrya,Mobile Team -96871-95103
  - 4). Dr.Munin Kakoti - 94351-05441
  - 5). Dr.Mrigen Saikia -94357-34793

(Recovery Phase)

\*\*Mention procedural details in Flow Chart/diagram

Rehabilitation

Treatment  
|  
Imunization  
Disinfection

Treatment, Vaccination, Disinfection, Carcass disposal, Rehabilitation of affection of Live-Stock & Poultry.

**Organizational Structure : ( Within the Primary Agency)**

- District A.H.& Vety.Officer
- Sub-divisional A.H.& Vety.Officer
- Vety Hospital/Dispensary
- First Aid Centre

**Organizational Structure : (Within the Support Group)**

- P.W.D. Roads
- P.H.E.
- Revenue Circle
- Guwahati Municipality Corporation

**Organizational Structure: (Under Overall EOC/IRS Structure)**

Mobile Vety.Team , Treatment, Vaccination, Feeding

**Roles and Responsibilities of ESF**

Phase wise (along with specific tasks and listing down constraints)

**Response :- Transferring & Sheltering of Live-stock –**

Provide feeding- Truck for carry feed and fodder  
Treatment  
Disposal of Carcass- Siteforburried,JCB,Tractor withTrailer for carrying Carcass, Disinfectant.

**Mitigation :-** 1). Treatment  
2). Feeding  
3). Sheltering :- Turpoline, Post, Water trough

**Prevention and Preparedness :**

1). Immunization

**Recovery :-** Rehabilitation, Dis-infection.

**TIME SHEET FOR ACTIVATION**

For response:



Detailing tasks along with role specifications from the 0 Hour of the Incident: with a time gap of ideally 15 – 20 minutes (finally should integrate with the existing incident response system)

### **Deactivation**

Partial deactivation would occur based upon the extent of the current response & recovery actions and at the discretion of the Lead Agency.

### **Attachments and Appendices**

**\*\*List out all attachments & appendices necessary for reference to the concerned ESF**

## **CHAPTER-4 MITIGATION AND PREPAREDNESS PLAN**

### **4.1. MITIGATION & PREPAREDNESS**

Disaster planning consists of activities such as pre disaster mitigation and disaster preparedness. Disaster mitigation focuses on the hazard that causes the disaster and tries to eliminate or drastically reduce its direct effects. The best example of mitigation is the construction of embankments and construction of proper drainage system in flood prone areas & urban locality to avoid floods (flash flood). The other example includes retrofitting of weak life line buildings to make them earthquake resistant.

And preparedness focuses on plans to respond to a disaster threat or occurrence. It takes into account an estimation of emergency needs and identifies the resources to meet the needs. The first objective of the preparedness is to reduce the disaster impact through appropriate actions and improve the capacity of those who are likely to be affected most. The second is to ensure that ongoing development continues to improve the capacities and capabilities of the system to strengthen preparedness efforts at community level. Finally it guides reconstruction so as to ensure reduction in vulnerability. The best example of preparedness activities are the development of community awareness and sensitization system through community education and administrative preparedness by way of stockpiling of supplies, developing emergency plans for rescue and relief.

### **4.2. SPECIFIC DISASTER MITIGATION MEASURES**

#### **4.2.1 Earthquakes**

Kamrup ( M) district falls under earthquake zone-V so following mitigation measures should be taken to reduced the impact of earthquake: -

- Implementation of Building Bye- Laws for new construction in various areas.
- Public utility buildings must be located in stable areas or in stiff soil.
- Retrofitting of weak structures.
- Relocation of people settling in the steep slope areas and near the river bank.
- Assessment of life line buildings and strengthening the same

#### **4.2.2 Flood Mitigation**

Flood mitigation refers to the measures aimed at prevention and preparedness. It reduces the actual or probable impact of floods on the people and their environment.

Floods in Kamrup Metro district are inevitable, considering the topography and the river system. What is required is a system of adjustment with floods, so that the people experience minimum of disruption and damages. The objective of flood mitigation is to control changes in the volume of run-off (flash floods), peak stage of the flood, time of rise and duration of floodwaters, and location of flooding.

The main causes of floods in Kamrup Metro District are:

- Obstruction in drainage system due to heavy rainfall.
- Increase in situation resulting rise in riverbeds due to erosion in the catchment areas.
- Poor natural drainage system.
- Unplanned development of city

The mitigation measures should be oriented to take proper care of these problems and thus will automatically reduce the impact of flood in the district. The various measures adopted for flood mitigation may be categorized in two groups structural and non-structural.

#### **Structural**

- Construction of embankments / floodwalls along the river bank and improvement of the channel (by WRD).
- Construction of drainage system in the city
- Diversion of flood water (by WRD).
- Careful location of new facilities, particularly community facilities such as schools, hospitals and other important infrastructure away from flood prone areas.
- Reforestation of hilly terrain around the city
- Construction of retaining wall at the landslide prone areas

#### **Non-structural**

- Law enforcement and eviction drive
- Cleaning of drain in regular interval
- Awareness drive among the communities towards garbage disposal
- Collection of daily rainfall data (by WRD).
- Flood forecasting and warning (by WRD & General Administration).
- Prepare detailed floodplain map of the district, based on extent of land submerged, and assessment of damages. Analyze how the pattern of flooding has changed over a period of time (by WRD & GA).
- Plantation in the catchment areas to check soil erosion (by forest dept),
- Preparation of DDMP and awareness programme through IEC (information, education & communication by GA).

#### **4.2.3 Cyclonic storm**

Kamrup Metropolitan District is usually strike by cyclonic storm(Bordoisila) during pre-monsoon season causing widespread damage to the crop and other properties. The main mitigation strategies for storm hazards are a well informed public and an effective warning system. The following mitigation measures can be adopted to reduce the impact of cyclonic storm: -

- Location of key facilities in leeward sides of hill/ less vulnerable areas(by District Administration and Land Management).
- Planting windbreaks in the most vulnerable locations (by DFO (T)).
- Construction of strong, wind safe public buildings which can be used for community shelter in settlements (by UD & PWD).
- Crops can be protected by introducing agricultural practices and cultivation of those crops which are more resistant to high winds.
- Compilation of meteorological data for forecasting of storm (By Dept concerned).
- Public dissemination of information through mass media, poster campaigns and village meetings (by Distt Administration).
- Regulation should be bringing to restrict installation of mobile tower over RCC Building in residential areas.

#### **4.2.4 Landslide**

Landslide is very common in the hilly terrain of Guwahati city. Loss of Human lives and animals lives are also observed during rainy season. Landslide can be caused by poor ground conditions, geomorphic phenomena, natural physical forces, improper land use pattern and quite often due to heavy spells of rainfall coupled with impeded drainage. The chief migration measures to be adopted in the district are: -

- Correction of drainage systems in the landslide prone areas by maintenance of natural drainage channels both micro and macro in vulnerable slopes (by BRO/PWD).
- Regulation of land use pattern (Land Management).
- Forestation of areas occupied by degraded vegetation (by DFO (T)).
- Re-location of settlements that are in the landslide prone areas (by GA).
- Construction of gabion structure in important areas (by WRD).
- Creation of awareness among local people (by DDMA).
- Regular observation of rainfall pattern (by WRD).
- Turfing of newly constructed high land.

#### **4.2.5 Fire Accident**

Fire accident is very common in Guwahati City of Kamrup (Metro) District due to compact settlements and in other parts of the district thatch roof houses which is very prone to fire. The following mitigation measures may be taken up to contain fire accident:

- Installation of fire extinguisher cylinders in all institutions (by concerned institute).
- Construction of fire hydrant in fire prone areas (by PHED/Police/GA).
- Installation of fire warning systems in community facilities such as in school and hospitals (by concerned institute).
- No attachment of thatch houses in govt buildings (by GA).
- Awareness about the causes of fire accident in rural areas and motivate the villagers to construct their houses at sufficient distance from one another (by GA).

#### **4.2.6 Epidemics**

The Health Department & Veterinary dept is the nodal agency responsible for monitoring and control of epidemics. Mitigation measures for control of epidemics would include: -

- Identification of areas prone to certain epidemics must be updated to access field requirements (by DMO & DVO).
- Testing laboratories in district hospital must be well equipped and updated (by DMO).
- Regular flow of data from both govt. establishment and NGOs run hospitals (by DA).
- Analyzing and collating the data at regular intervals to access epidemiological monitoring requirements (by DMO/DVO).
- Awareness campaign to the PRI members and the villagers about various kinds of disease and their causes that are prevalent in the area (by DMO/DVO/DA).

#### **4.2.7 Road accidents**

Many lives were lost and casualties are reported annually due to road accident, which is caused due to reckless driving and poor road conditions. The following measures may be adopted to mitigate road accidents: -

- Opening of traffic model school in every district.
- Installation of speed monitoring machine in busy areas (by police).
- Strict implementation of motor vehicle Act (by Police).
- Installation of traffic sign boards (by Police).
- Carry of First Aid Box in every vehicle must be made mandatory (by Police/DTO (transport)).
- Insurance of all vehicles must be updated (by Police).
- Awareness about traffic rules should be imparted to all drivers and commuters through IEC (by police).

## **CHAPTER-5**

# **EMERGENCY OPERATION CENTER (EOC) SYSTEM IN KAMRUP METROPOLITAN DISTRICT**

### **5.1 DISTRICT EMERGENCY OPERATION CENTER (DEOC)**

This section is prepared to help the members of the District Emergency Operation Centre (DEOC) to understand the structure and functioning of Control Room. Following the important three C's i.e. Command, Control and Communication for effective response in an emergency, will be able to minimize the hardships of the community and improve the quality of the process of recovery. This control room will be able to provide timely, supported and well thought of interventions to the grass root staff as well as volunteers as it will be the hub of three C's.

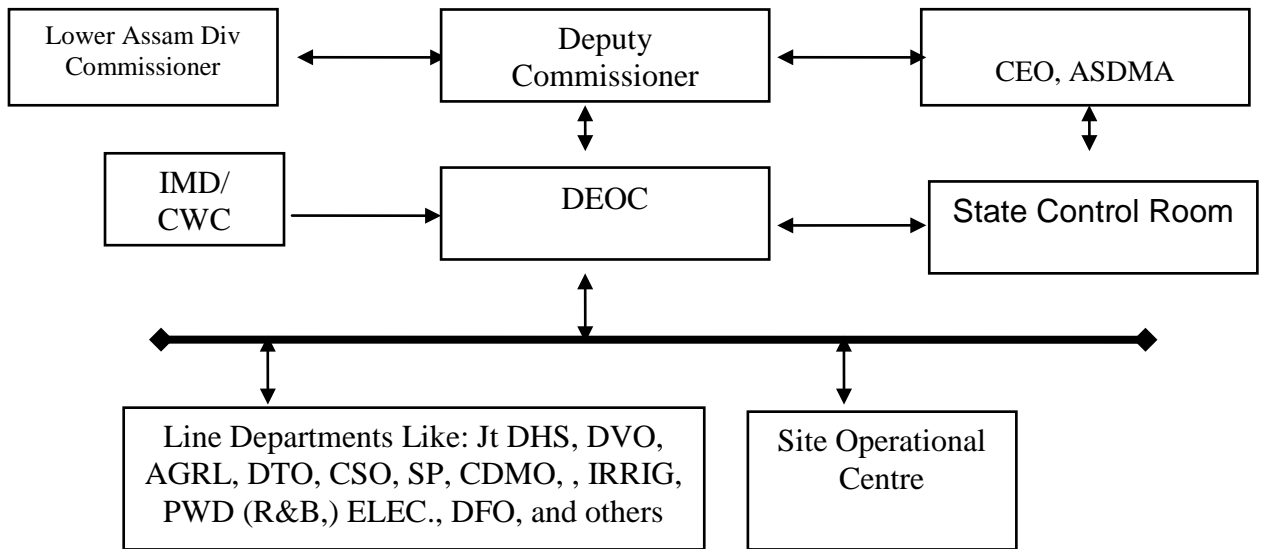
### **5.2 PURPOSE OF THE DEOC**

The District Emergency Operation Centre under the control of the Deputy Commissioner, Kamrup Metropolitan District will operate round the clock and will be the nerve centre to —

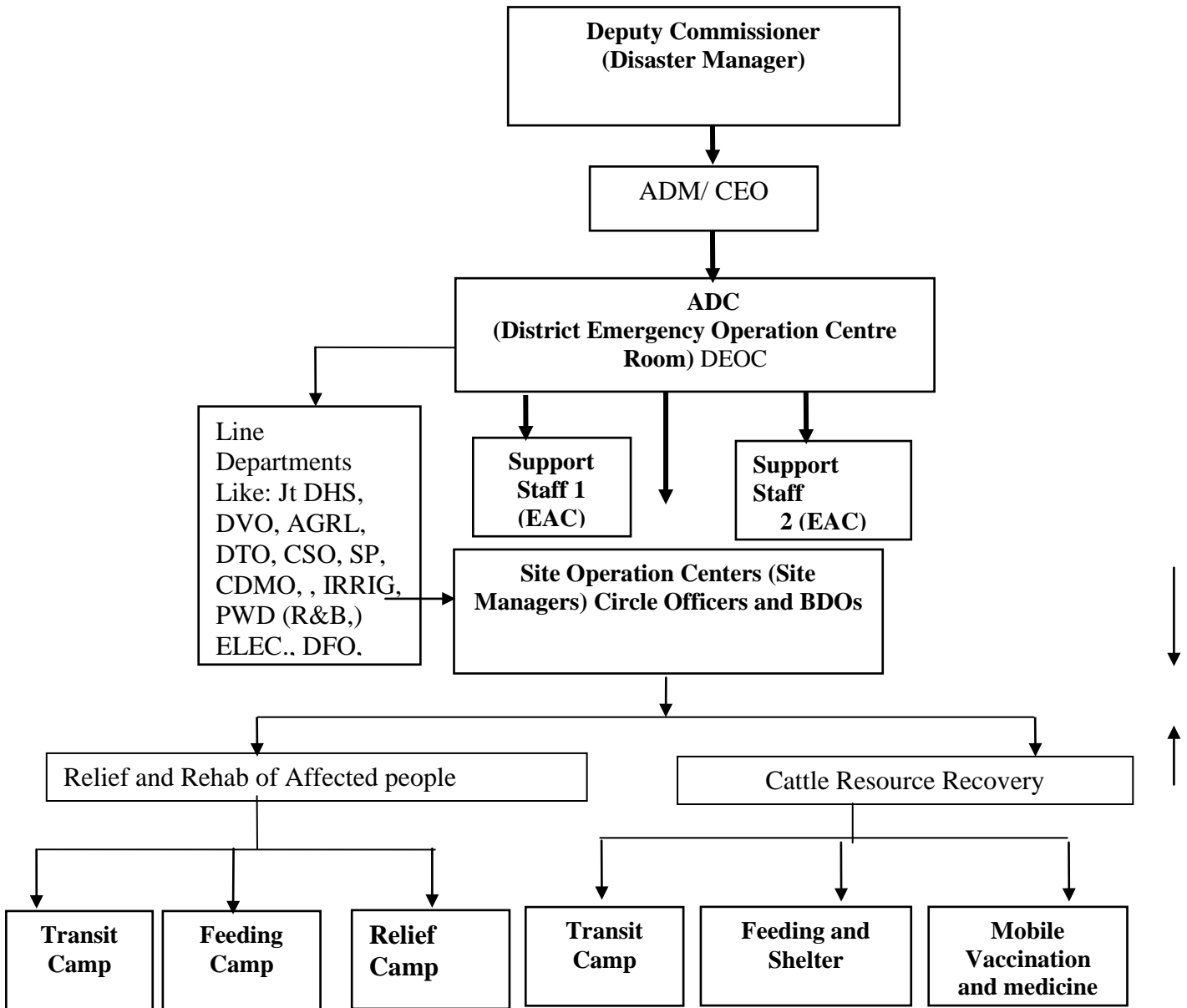
- Monitor
- Co-ordinate
- Implement the actions/activities for Disaster Management.

In a disaster time, the DEOC will operate under the central authority of the Deputy Commissioner. Exercising emergency power to issue directives to all departments to provide emergency response service. He will also co-ordinate with the State Response Machinery like: State Relief Commissioner, Dispur, Assam The Control Room should be manned round the clock.

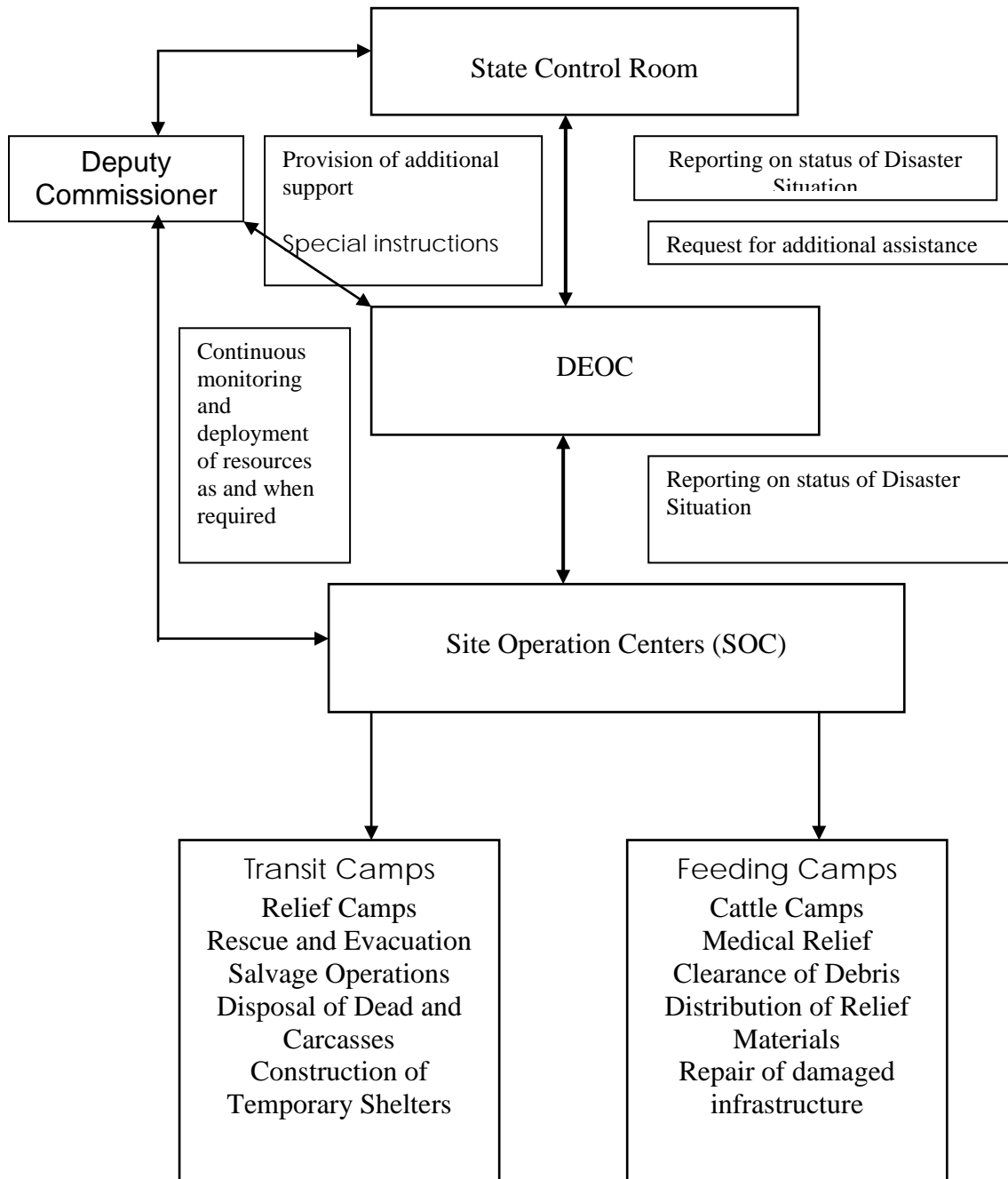
### 5.3 INFORMATION FLOW CHART OF THE DEOC



**5.4 CO-ORDINATION STRUCTURE AT DISTRICT LEVEL CONTROL ROOM**



**5.5 ACTIVITY WISE FLOW OF INFORMATION AMONG REVENUE CONTROL ROOM , DEOC AND SITE OPERATIONAL CENTRE**



### 5.6 Suggested Performa for "In" Message

Date	Time of receipt	In Message Sr. No.	Received From	Addressed To	Message transferred to	Copies to	Mode (WT/Tel/Message of receipt)	Instruction/Follow up to be done	Remarks

### 5.7 Suggested Performa for "Out" Message

Date	Time of dispatch	Out Message Sr. No.	Related In Message No. If any	Addressed From	Addressed To	Copies to	Mode (WT/Tel/Message of receipt)	Instruction/Follow up to be done	Remarks

### 5.8 Arrangements in the District Emergency Operation Centre (DEOC)

The DEOC is equipped with

- Action Plans
- Vulnerability maps
- List of key contact persons during emergencies
- Database on resources of the district
- During disaster provision will be made in the office of the Deputy Commissioner for First aid and other basic medical relief for the staff
- A rest room with adequate facilities and
- A kitchen and lunch room

### Communication Room

The Communication facility is made in the room of next to the DCR that function as the Communication Room. The existing police VHF system continues to be in contact with the DEOC.

In addition, the following facilities are available in the DCR

- Telephones
- Fax
- One PC with modem and printer Mechanical typewriter
- Generator
- Thermometer
- Fire Extinguisher
- A soft board (LCD Projector or Overhead Projector) to display information
- A hard board to note important information



## **CHAPTER-6**

# **CITY DISASTER MANAGEMENT COMMITTEE (CDMC)**

### **6.1 DISASTER MANAGEMENT COMMITTEE AT THE CITY LEVEL**

The City Disaster Management Committee (DDMC) came into currency because of the frequent occurrence of disasters in the city. The primary aim of the committee is to have proper coordination among all the line departments. The Deputy Commissioner is the Chairman of the CDMC and the district level response is coordinated under his guidance. The City Disaster Management Committee exists to assist the Deputy Commissioner in

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

### **6.2 RESPONSIBILITIES OF THE COMMITTEE**

- To educate the public on different hazards and what protective steps should be taken
- To make arrangements for emergency action
- To effect evacuation from ward community when necessary
- Rescue and Rehabilitation
- Post Earthquake/ Flood /Cyclone action/ other calamity and review

A City Disaster Management Committee has been constituted, with two taskforces to carry out regular activities for disaster management

### **6.3 CITY DISASTER MANAGEMENT COMMITTEE- GUWAHATI**

#### **Designation of the Personnel**

Deputy Commissioner  
S. Superintendent of Police. K (M)  
Local M.P/M.L.A.  
Mayor, G.M.C.  
Deputy Controller. Civil Defence  
Dist. Home Guard Commandant  
Director of Fire Services  
Commissioner, G.M.C.  
Chief Executive Officer, G.M.D.A.  
Joint Director of H& FW, Karnrup  
  
District Transport Officer, Guwahati  
Superintendent Engineer, Water Resources  
Commandant 51 Sub Area. Narangi  
Commandant Indian Air Force. Borjhar  
Superintendent Engineer. P.W.D. (Building)  
Superintendent Engineer. P.W.D. (Roads)  
Addl. Chief/Superintendent Engineer. ASEB  
Director, IWT Member M.D., Statefed  
S.R.M. EC.I.  
Group Commander, NCC  
Dist. Youth Coordinator, N.Y.K.  
Youth Officer. N.S.S.  
State Secy, Bharat Scout & Guides  
CGMT, BSNL  
GM, NE Railway, Maligaon, Guwahati  
GM, IOCL. Noonmati Refinery. Guwahati  
GM, Pipe Lines. OIL, Narangi. Guwahati  
Station Director, Door Darshan  
Station Director, All India Radio

#### **Designation in the Committee**

Chairman  
Member  
Member  
Member  
Member  
Member  
Member  
Member  
Member  
Member  
  
Member  
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Member  
Member  
Member  
Member

Hony, Secretary, Indian Red Cross Society	Member
NGOs like Lions Club, Rotary Club, Kamrup Chamber of Commerce etc.	Member
Director, Town & Country Planning	Member
Director, IIT. Guwahati	Member
Principal of all colleges under Ghy city	Member
D.I.P.R.O. Kamrup (M)	Member
Addl. Deputy Commissioner & Chief Executive Officer ( DDMA)	Member Secretary

This Committee will function as the main decision making cum advisory body for the Urban Earthquake Vulnerability Reduction project. This body will be at the apex of all initiatives for the earthquake vulnerability reduction in the City with jurisdiction within the limits of Guwahati Municipal Corporation.

The areas of concern for the Committee will be:-

1. Create awareness among Government functionaries, technical institutions. NGOs. CBOs, and Communities about earthquake vulnerability and possible preventive actions.
2. Capacity building for certification by Government functionaries and professionals (engineers and architects)
3. Development and Institutionalizing of Earthquake preparedness and response plans and practice these through mock drills
4. Development of a regulatory framework (techno-legal regime) to promote safe construction and systems to ensure compliance.
5. Networking knowledge on best practices and tools for effective earthquake risk management, including creation of information systems containing inventory of resources for emergency operations.

#### 6.4 Working Group No - I ( Non-technical )

Designation of the Personnel	Designation in the Committee
Deputy Commissioner	Chairman
Local M.PJ M.L.A.	Member
Mayor, G.M.C.	Member
Commissioner. G.M.C.	Member
S. Superintendent of Police	Member
Deputy Controller, Civil Defence	Member
Dist. Home Guard Commandant	Member
Director of Fire Services	Member
Joint Director of H& FW, Kamrup	Member
District Transport Officer, Guwahati	Member
Commandant 51 Sub Area, Narangi	Member
Commandant Indian Air Force, Borjhar	Member
Director, I WT	Member
M.D., Statefed	Member
S.R.M. F.C.I.	Member
Group Commander. NCC	Member
Dist. Youth Coordinator, N.Y.K.	Member
Youth Officer, N.S.S.	Member
State Secy, Bharat Scout & Guides	Member
CGMT,BSNL	Member
GM, NF Railway, Maligaon, Guwahati	Member
GM, IOCL. Noonmati Refinery, Guwahati	Member
GM, Pipe Lines, OIL, Narangi, Guwahati	Member
Station Director, Door Darshan	Member
Station Director, All India Radio	Member
Hony, Secretary. Indian Red Cross Society	Member
NGOs like Lions Club, Rotary Club, Kamrup Chamber of Commerce etc.	Member
Principal Assam Medical College/ College of Veterinary Science	Member
D.I.P.R.O. Kamrup (M)	Member
Addl. Deputy Commissioner & Chief Executive Officer ( DDMA)	Member Secretary

The broad objectives of this executive Group as per policy guidelines issued by the City Disaster Management Committee and the Govt directives includes:-

1. Creating awareness among Government functionaries, technical institutions, NGOs, CBOs, and Communities about earthquake vulnerability and possible preventive actions. For this, planning and implementation of awareness campaign strategies through workshops/seminars/meetings /consultations/development of IEC materials/ local methods of awareness generation programmes.
2. Development of city and ward level earthquake preparedness and response plans and practicing through periodic mock drills.
3. Capacity building of various stakeholders for urban vulnerability reduction.
4. Regular Consultations with various agencies such as urban local bodies. NGOs, practicing engineers, architects, real estate developers, builders and contractors etc.
5. Developing the response structure from ward to city level, formation of City and Ward level Disaster management teams (DMTs) and specialized training of Disaster management teams (DMTs) at ward and city levels along with preparedness (mock)drills at city and ward levels.
6. Coordination and linkages.

### 6.5 Working Group No —11 (Technical)

Designation of the Personnel	Designation in the Committee
Chief Executive Officer, G.M.D.A.	Chairman Member
Town Planner, GMDA	Secretary
Director, Town Country Planning	Member
Director, IIT, Guwahati	Member
Chief Engineer, G.M.C.	Member
Town Planner, GMC	Member
Superintendent Engineer, P.W.D. (Building)	Member
Superintendent Engineer, P.W.D. (Roads)	Member
Superintendent Engineer. P.W.D. P.H.E.	Member
Addl. Chief/Superintendent Engineer, ASEB	Member
Superintendent Engineer, Water Resources	Member
Principal Assam Engineering College/ Assam Engineering Institute	Member
Representative of Architects Association	Member
Representative of Engineers Association	Member

The broad objectives of this executive working group in terms of the guidelines of the City Disaster management Committee and Govt directives includes:-

1. Development of the regulatory framework (techno-legal regime) to promote safe construction and systems to ensure compliance.
2. Capacity building for certification by Govt functionaries and professionals
3. Orientation of techno-legal human and material aspects and capacity building of for Urban Earthquake vulnerability reduction.
4. Creating framework for compulsory certification system for engineers and architects to set standard levels of competence among all practitioners.
5. Capacity building of practicing/serving engineers and architects as also students of engineering and architecture for awareness generation, mitigation measures and development of earthquake preparedness plans.
6. Steps to integrate disaster management features with development plans of the city.
7. Interact and act on the suggestions of the State Hazard safety cell and District Hazard safety cell as per Govt directives and rules.

The Deputy Commissioner should include in the agenda of the District Development Committee Meeting. the subject of updation of the district disaster management plan by incorporating the changes in names of officers, of telephone numbers and addresses of the officers concerned. The Deputy Commissioner should also take review of changes in other indicators pertaining to the district like creation of additional infra-structure, development projects, changes in inventories, etc. and incorporate these changes while updating the Plan. The members should substantiate/assist the Commit-tee with all the updated information about their concerned areas of operation time to time.

## CHAPTER-7

# CAPABILITY ANALYSIS

### 7.1 Inventories and Evaluation of Resources Analysis:

Analysis and assessment of the resources and opportunities form the stepping-stone in the preparatory stage. Authentic assessments can make the planner await of their te-nacity and wants, so that they can equip themselves with all the required items and materials well in advance. The resources necessary for disaster preparedness and during and after disasters are listed below:

### 7.2 Important Telephone Numbers (Kamrup Metropolitan District):

#### DISTRICT ADMINISTRATION

Shri Ashutosh Agnihotri,IAS,DC & Chairman Kamrup Metropolitan	03612540149 (Off)2540104(Res.) 9678074774
Shri Dhruva Jyoti Das,ACS,ADC, CEO, DDMA, Kamrup Metropolitan	0361-2547134, 9435183744
Shri S. Biswanathan IAS, ADC, Kamrup Metropolitan	9435546695
Shri M.K.Gogoi,ACS,ADC, Kamrup Metropolitan	9435037077
Shri.N.Upadyai, Kamrup Metropolitan	9435036248
Smti. B.Choudhuri, ACS,ADC, Kamrup Metropolitan	9854066183

#### Name and Contact Number of Circle Officer:

Sl. No.	Name of the Circle Officer	Revenue Circle	Contact No
1	Sri Pulak Mahanta	Guwahati Revenue Circle	Ph. No.- 94350-60678
2	Sri Tankeswar Das	Dispur Revenue Circle	Ph. No.- 94351-92702
3	Sri Kamaljit Talukdar	Chandrapur Revenue Circle	Ph. No.- 98640-38458
4	Sri Bipul Kr.Das	Sonapur Revenue Circle	Ph. No.- 94351-38360
5	Sri Nibedan Das Patuwary	Azara Revenue Circle	Ph. No.- 94351-86322
6	Smti Sujata Sachibrata	North Guwahaty Revenue Circle	Ph.No.- 94354-73551

#### Name of the Block Development Officer

Sl. No	Name of the BDO	Revenue Block	Contact No.
1	Sri Vivek Shyam	Dimoria	94355-64515
2	Smti. Madhuchanda Talukdar	Chandrapur	98599-41915
3	Ananda Das	Rani	94350-87824

## CIVIL DEFENCE

DG Civil Defence	0361 2301756
Dy. Controller ,Civil Defence	0361 2305830, 94350-4161

## POLICE

SP, City	03612546286(Off.) 2540105(Res.)
Police Control Room	100/0361 2540138/2540113
Jalukbari PS	0361 2570522
Bharalumukh PS	0361 2540137
Fatashil Ambari PS	0361 2471412
Panbazar PS	0361 2540106
Paltan Bazar PS	0361 2540126
Latasil PS	0361 2540136
Chandmari PS	0361 2660204
Noonmati PS	0361 2550281
Geeta Nagar PS	03612557323
Dispur PS	0361 2261510
Basistha PS	03612302158
Woman PS	03612524627

## FIRE BRIGADE

Fire Emergency	101
Air Port	2638386
Chandmari	2550489
Dispur	2260221
Mirza	912300089
New Guwahati	2550168
Noonmati (Refinery)	2558454
North Guwahati	2690768
Panbazar	2540117, 2540222
Pandu	2570888
Railway Station	2540117
Santipur	2637680

## Health Department:

Name and Designation	Office	Residence	Mobile
Principal, GMCH			9864066062
Superintendent, GMCH			9435012435
Jt. Director, MMCH			9435164553
Jt. Director, Health Services			9864022905
SDMO			9854144441
CM & HO			789678351

**7.6 AVAILABILITY OF IMPORTANT RESOURCES:**

Sl No	Name of the Agency	Resource Name	Quantity	Location	Contact person
1	PWD Mechanical div. Ulubari, Gh y-7	Electric generator	1	PWD workshop	Tridip Goswami (94350300219) Dilip Sarma (9435545829)
		JCB Excavator (3DX)	1	Hajo	
		Motor Grader(120H)	1	Borjhar	
		JCB(3D)	1	Guwahati	
		Dharanidhar Deka(Ast.Mechanic)	1		
		Dhruba Sarma(Operator)	1		
		Amulya Talukder(Operator)	1		
		Rajani Das(Operator)	1		
2	Oil India Ltd. Pipeline Dept.	JCB Gas Cutter	3	Pipeline HQ	BK Borah, GM Pipeline 0361-2657615/2643724 /2643685/2643688/2641144/2643947 0361-2643686(Fax)
		Electric Drill	1		
		Chipping hammer	2		
		Jack with % ton Lift	2		
		Glove-Rubber Tested upto 25,000 volt	2		
		Chain-6 feet(3 ton lift)	3		
		Electric generator	2		
		Hydraulic lifter	1		
		Bulldozer chain	1		
		Heavy Duty crane	1		
		Recovery van	1		
		Fire entry suit	1		
		High pressure pump	1		
		CO2 fire Extinguisher ¼.5/6.8 Kg	10		
		AFFF Extinguisher	15		
		DCP Extinguisher	15		
		First Aid Kit	8		
		Tent 4M	3		
		Tent 2M	3		
		Tarpaulin 16x16 feet	6		
		4WD Vehicle	5		
		Truck	4		
		Trailer 20 ton	1		
		VHF set static	5		
		VHF set mobile	10		
		UHF Set static	-		
Walki talki	2				

		Non Sparking tool	2		
		Fire Fighting Foam	4000 Lt		
		Dry Chemical	100 Kg		
3	PHE Division II, Bamunimaidam	4WD Vehicle	2		Ananta Ram Kalita(9435023982),Nabadit Kr. Phukan(9864097165,Chinmoy Chaudhary(9435144808) 0361-2550623(off.)
4	WR Dept. East Div.Rehabari	4WD Vehicle	2		Executive Engineer 0361-1543438(off.)
5	ASTC,Paltan bazar	Electric Drill	10	ASTC Workshop RupNagar	Amalendu Ghosh (9854514477) 0361-2134132(off.)
		Jack	10		
		Adjustable wrench	6		
		Slotted Screwdriver	2set		
		Crane	1		
		First Aid Kit	1		
		Water Filter	1		
		Water Tank	1		
		Bus	100	Guwahati city	
6	Guwahati Fire Station, Panbazar	Bolt Cutter	7	Guwahati Fire station	Suresh kalita (9864050502) 0361-2637680/2734191
		Chipping hammer	3		
		Sledge hammer Heavy	2		
		H/Axe	4		
		Smoke fighter	1		
		Blanket	13		
		Inflatable light Tower	1		
		Search Light	4		
		E/Generator	2		
		Search & Rescue Team	6		
		Diving Suit	3		
		Breathing Apparatus Set(under water)	3		
		Life Buoy	13		
		Life Jacket	13		
		Stretcher	15		
		Fire proximity Suite	1		
		Breathing Apparatus Set	2		
		Air Compressor	1		
Portable pump	3				
Extension Ladder	8				
CO2 Extinguisher	32				

		Foam Extinguisher	5		
		DCP Extinguisher	34		
		Fire tender	6		
		Foam tender	1		
		Rescue tender	1		
		Tent 90 Kg	6		
		4WD vehicle	1		
		Trailer	1		
		VHF Static	1		
		Walki talki	2		
		Mobile Phone	25		
		Container of AFFF	1100 lt		
		S&R team	30		
		Oil Installation Fire Fighting team	30		
		High raised building Fire Fighting team	30		
		Port Fire Fighting team	30		
		Aviation Fire Fighting team	25		
		Thermal power fire Fighting team	20		
		Fire Fighting Foam	1100lt		
7	Chandmari Fire station	Bolt Cutter			Station Officer, Chandmari fire station(98592640 55) 0361-2665000(off.)
		Jack 5 ton lift	2		
		Gloves	6pairs		
		Blanket	6		
		Search Light	1		
		Electric Generator	1		
		Life Buoy	6		
		Life jacket	4		
		Fire safety suite	1		
		Fire Proximity suite	1		
		Extension ladder	2		
		CO2 Extinguisher	6		
		DCP type Extinguisher	5		
		Fire tender	2		
		First Aid Kit	1		
		Tarpaulin	5		
		VHF Static set	1		
		VHF Mobile set	1		
		Fire Fighting Foam	250 lt		
8	Pandu Fire Station	Bolt Cutter	5	Pandu Fire station	
		Hummer	2		
		Jack 5 ton lift	3		
		Heavy axe	2		
		Blanket	15		
		Inflatable light tower	1		
		Search light	6		



		Electric Generator	1		
		Life Buoy	5		
		Life Jacket	5		
		Fire Entry suite	4		
		Fire Proximity Suite	2		
		Tarpaulin	2		
		Breathing Apparatus	4		
		Pressure Pump	3		
		Extension Ladder	4		
		CO2 Extinguisher	25		
		AFFF Extinguisher	30		
		DCP Extinguisher	30		
		Fire tender	4		
		Stretcher	10		
		First Aid kit	2		
		VHV Static set	1		
		Walky talky set	1		
		CO2 extinguisher	21		
		Foam type extinguisher			
		DCP extinguisher	21		
		Fire tender	4		
		Stretcher normal	21		
		First aid kit	2		
		Water tanker	5		
		VHF set static	1		
		Walki talky set	1		
		Tarpaulin	21		
9	Dispur fire station	Bolt Cutter	5		Khagendra Nath Medhi (98648156152) Station Officer, Dispur Fire station 0361-2260221(off.)
		Hammer	3		
		Jack with 5 ton lift	1		
		Heavy axe	3		
		Smoke Blower	1		
		Blanket	9		
		Inflatable light tower	1		
		Search light	2		
		Electric generator	2		
		Life buoy	10		
		Life jacket	10		
		Fire entry suite	2		
		Fire proximity suite	2		
		Fire resistant suite	1		
		Breathing Apparatus	2		
		High Pressure Pump	1		
		Extension ladder	4		
		CO2 Extinguisher	14		
		AFFF Extinguisher	8		
		DCP Extinguisher	18		
		Fire tender	4		
		First Aid Kit	9		
		Water tanker	1		

		VHF Set Static	1		
		Walki Talky	1		
10	Civil Defence O/O the Dy. Controller ,Beltola,Ghy- 28	Two handle Cross Cut Saw	3	Civil Defence office, Beltola, Ghy.	G. Talukdar Dy. Controller, Civil Defence 0361- 2305830(off.)
		Blanket	22		
		Sledge Hammer	8		
		Heavy Axe	3		
		Two handed cross cut saw	3		
		Jack with 5 ton lift	6		
		Single shieve pully block	2		
		Gloves ( Rubber) 25000 vol.	35		
		Extenson ladder(35')	17		
		Tent Extenson	3		
		Generator (2'5) kv	4		
		Set of Rope tackle	2		
		Q.R.T. vest	8		
		F. Jackets	63		
		Bolt Cutter	6		
		Pilers	6		
		Carpenter Hammer	6		
		Back Board with strip	9		
		Helmate with headlight	39		
		Medical first response kit	6		
		chain saw ( petrol) driven	3		
		Hand saw	6		
		Rope (melina)100m 1/2' 3" rolls	18		
		File flate	6		
		Stretcher	23		
		Full body herness	6		
		Knee pade	31		
		Vise grip	6		
		Chisel - - 1/2"	6		
		DVD Player	1		
		Digital Camera	1		
		Video Camera	1		
		Mega Phone	3		
		Hand operate siren	10		

11	AGRICULTURE				
		Pumpsets	9 nos.	Agriculture office of the Executive Engineer (Agri.) kamrup Division , Ulubari Guwahati - 7	
	GUWAHATI MUNICIPAL CORPORATI ON		On Road	Off Road	
		Excavator	4	0	
		JCB Robot	4	1	
		Tractor	1	1	
		Tipper truck	15	3	
		Mini Truck	0	2	
		Water Tanker	9	3	
		D.I. 207 pick up	4	0	

## 7.7 Open Spaces Of Guwahati City:

### Open Spaces under Dispur Revenue Circle

1	Fatasil Champabati High School Playground
2	Sarusajai Lakhara Chariali Playground
3	Bhagharbari Children Park
4	Basistha Temple Park
5	Dakshin Gaon Playground
6	Satgaon High School Playground VB.
7	No. I Narengi Sports Union Playground
8	E.S.B. High School Playground
9	Hengerabari High School Playground
10	Khanapara Agricultural University Playground
11	Guwahati Medical College Playground
12	.Janasimalu Nanke Playground
13	Barsajai Ghoramara Open Space
14	Dispur Gopal Born H.S. School Playground
15	Japarigog Gaharikata Chowk Playground
16	Betkuchi Public Open Space
17	Fatasil Ganeshpara Playground
18	Jutikuchi Dhapalia Open Space Dhalbama Public Open Space
19	Dakshingaon Iddgah Open Space
20	Hatigaon Iddgah Open Space

## Open Spaces under Guwahati Revenue Circle

1	Judges' Field
2	Latasil Playground
3	Arya Vidya Pith College Playground
4	Lalsing Academy High School Playground
5	Pub Guwahati Girls' High School Playground
6	Chandmari Assam Engineering Institute Playground
7	Rajgarh Bihutoli Playground
8	Gandhibasti Girls' High School Playground
9	Pub Sarania Cultural Association's Playground
10	Islampur Iddgah Field
11	ITI Playground
12	Paltanbazar Sports Authority Field
13	Sonar-mm High School Playground
14	Machkhowa Iddgah Field
15	Maligaon Netaji Railway High School Playground
16	Maligaon Loco Colony Bidya Niketan Field
17	Garhpandu Race Camp Bidyamandir High School Playground
18	Maligaon Central School Playground
19	Garigaon Iddgah Field

## 7.8 BOATS AVAILABLE WITH DISTRICT DISASTER MANAGEMENT BRANCH

1. Rubeer Boats (Without Engine) :- 11 Nos
2. Rubeer Boats ( Having Engine) :- 3 Nos  
( Above Boats stored at Circuit House, Guwahati)
3. FRP ( Fiberglass Reinforced Plastic) :- 2 Nos  
( Stored at IWT State Warehouse Pandu Ghat)

## 7.9 Vessels operated by Inland Water Transport Department

Guwahati - Kurua Ferry Service			
	Vessel	Type	Capacity
1	S.B. Kadam	Single Boat	75 person
2	S.B. Naharbil	Single Boat	75 person
3	S.B. Jiadhal	Single Boat	75 person
Guwahati - Madhyamkhanda ferry service			
	Vessel	Type	Capacity

1	M.V. Kaziranga	M.V.	300 person
2	M.V.Melvinjones	M.V.	300 person
3	S.B. Satdola	Single Boat	150 person
4	RPL Digaru	R.P.L	150 person
<b>Guwahati - Rajaduar ferry service</b>			
	<b>Vessel</b>	<b>Type</b>	<b>Capacity</b>
1	S.B. Dotong	S.B.	150 person
2	RPL Nambar	R.P.L.	150 person
3	S.D.B. Sunitkonwar	S.D.B.	50 person

### 7.10 Health Infrastructure available in the District:

(a) **Govt:**

Category	No	Bed State	Type (Tertiary/Secondary/Primary)
Medical College & Hospitals	2	GMCH-2250 GACH- 150	Primary
District Hospitals	1	284	do
Sub-District Hospitals	Nil		
CHC	3	30	Secondary
PHC	13	130	Secondary
Sub Centre	51	DA	Tertiary

(b) **Non-Govt Health Facilities:**

Category	No	Bed State	Type (Tertiary/Secondary/Primary)
Army	2	Requesting to give data	
ESI	1	do	
Railways	1	do	
Private	36	do	
NGOs/Others	36	do	

8. **Availability of Human Resources in the Health Facilities:**

Category	Doctors	Specialists	Nurses	Paramedics	Support Staff
(a) Govt	52	71	808	153	
(b) Non-Govt					

7.11 **Availability of Additional Human Resources in the District:**

Category	No	
ASHAs	1076	
Anganwadi Workers	240 ASHA 416 Link Workers	
Village level Health Workers	Nil	
Trained Dais		
Other Resources, if any		

10. **Availability of Diagnostic Facilities:**

Category	Lab	X-ray	CT Scan	MRI	Others
(a) Govt	37	7	2	1	
(b) Non-Govt	36	36			

**7.12 List of some important Hospitals in Guwahati**

Sl No.	Name of Hospital	Contact No.
1	Guwahati Medical College Hospital	2529457
2	Mahendra Mohan Hospital	9864022905
3	GNRC	2227700
4	International Hospital	2347700
5	Down Town Hospital	2336911
6	Hayat hospital	2470088
7	Arya Hospital	2605888
8	Marwari Hospital and Research Centre	2602738/39
9	Goenka Nurshing Home	2544560
10	Pratiksha Infertility Hospital	2334938
11	Sanjivani Hospital	2678892/93
12	Nemcare Hospital	2455906
13	Good Health Hospital	2268230
14	Dispur Hospital	2235759
15	Wintrobe Hospital	2519860
16	Army base Hospital	2560351
17	Christian Hospital, Chatribari	2540193/2546204
18	Railway Hospital, Maligaon	2671025
19	Sankardev Netralaya	2228879
20	Redcross Hospital	2665114
21	Aruna Memorial Hospital	2529854

### 7.13 AMBULANCE

Name of the Hospital / Organization	Telephone No./ Mobile
Red Cross	2665114
Lion's Club	2204577
GMC Hospital	2560457
GLP Social Circle	2544356-57
Cool Earth	2566703, 2611382
Marwari Yuva Manch	2517020, 2540441, 2517938
Ujjal Sangha	2512627
Marwari Maternity Hospital	2541201 / 2541202
Mahavir Jain Parishad	2522962
All Guwahati Student Union	2561477/2524069
GNRC	94353-44444/ 2227700
Smiles ( Hajo Dev Block)	9435106233

### 7.14 BLOOD BANK

Center	Phone No.
North East Blood Donor's Association	2562434, 2567149
Vivekananda Kendra Blood Donation Unit	2548862
Assam Gujarat Voluntary Blood Bank & Research Center	2524939, 2544892
Ganga Blood Bank	2515316, 2456616
Down Town Hospital	2331003/6906
Guwahati Medical College Hospital	2539561
Mahendra Mohan Choudhury Hospital Blood Bank, Panbazar	2543998
151 Base Hospital, Basistha, Guwahati-28	
Blood Bank Central hospital, N.F. Railway, Maligaon	
Guwahati Neurological Research Centre, Dispur, Guwahati-6	
Dispur Blood Bank, Guwahati-6	
Marwari Yuba Manch	2542074/ 2547251/ 2516798

### 7.15 OXYGEN BANKS (Free Service)

Center	Phone Nos.
Lions Club of Guwahati City	2547736/2541828
Lions Club of Ghy Capital Assam	2522390/2555144
Lions Club of Guwahati Central	2516138
Lions Club of Guwahati Metropolitan	2542939
Lions Club of Guwahati Greater	2542920
Lions Club of Dispur	2564139
Patsons Travels, Dispur	2561841
Rajmalla Deka Welfare Society	2664211



## **CHAPTER-8**

# **DEPARTMENTAL DISASTER MANAGEMENT PLANS**

### **8.1 DISASTER MANAGEMENT PLAN OF POLICE FOR GUWAHATI CITY DISTRICT**

#### **INTRODUCTION**

What does disaster mean?

"A disaster can be defined as a serious disruption of the functioning of the a society, causing widespread human, material or environmental losses, which exceed the ability of the affected society to cope by only its own resources UNDP-

"World Health Organization (WHO) has defined disaster as any occurrence that causes damage. economic disruption, loss of human life and deterioration of health and the health services on a scale sufficient to warrant an extra ordinary response from out side the community or area-.

Disaster may be understood to mean an actual or imminent occurrence of an event.

- That endangers or threatens to endanger the safety or health of a society or
- Which destroys or danger or threatens to destroy or damage property or environment.
- To such an extent that there is need for assistance and immediate outside intervention.

Disaster may be of two types –

- Natural Disaster: Earthquake, Flood, Famine. Tsunami etc.
- Man-made Disaster: Atomic Explosion, Major Industrial Accident/ Pollution. Fire etc.

#### **INFORMATION**

Assam is situated in the most seismic prone zones in the country.

An earthquake of immense magnitude causing unprecedented destruction of life and property has been predicted for the state of Assam at any time.

To deal with such a disaster which may arise due to earthquake, flood, fire, famine or any other natural/ manmade disaster, this plan is made.

#### **ACTION PLAN**

For systematic implementation of the plan it is divided into three phases — (I) Pre-disaster planning, (II) During Disaster and (III) Post Disaster action. These actions are to be taken at police station level and all the officers —in-charge of police station shall remain responsible for their respective jurisdictions.

#### **Action to be taken at Police Station Level**

##### **(Pre Disaster Planning)**

Respective O/C to —

1. Prepare a map showing his P.S area showing roads, hospital, PSU, Army Camps, Bridge etc. and make true copies of that, keep ready for use by Army. Paramilitary and NGOs during rescue and rehabilitation in the area devastated.
2. Make a list of vulnerable places and their approximate distance from the PS.
3. Make a list of places where victims/ evacuated persons can take shelter. The route as well as distance of such shelters from the PS be kept ready.
4. Make a list of Hospital/ Nursing home in the area with the number of doctor/ staff, number of bed available, type of facilities of treatment available with distance and direction from the PS.
5. Prepare a list of places where helipads exist or where helicopters can land. If on earlier occasions helicopters had landed, keep grid reference ready.

6. Prepare a list of Hospital/ Nursing home adjacent to the district and keep the information numbers of doctor/ staff, number of beds available for emergency. The distance and direction from the PS may be noted.
7. Prepare a list of places where evacuated persons can take shelter. The number of persons who can be accommodated as well as distance from the noted.
8. Prepare a list of retired policemen, doctors, retired Army men, SSB men, civil defence men. Nagarik Committee and VDP men, who can assist in rescue and relief operations. Addresses, Phone No as well as distance/ direction from the PS be noted. They may be briefed that their services will be required. if some kind of disaster strikes the people in the PS or some adjacent PS areas.
9. Hold mock drill from time to time.
10. Prepare a list of VDP volunteers in each village. They may be briefed before hand and told that their services will be required in case some disaster strikes.
11. The scouts/ NCC boys be given some training in the rescue and relief operation with the help of civil defence trainers.
12. Prepare a list of political leaders across political lines and seek their co-operation and help in the event of a disaster for relief and rehabilitation. They should automatically come forward and contact police/civil authority as soon as disaster strikes.
13. In case of road communication is disrupted to a place due to destruction of a bridge, or road curving in, alternative rout through waterways could be surveyed.
14. Prepare a list of warehouses/ go down etc. where relief materials can be rushed in an emergency.
15. Prepare a list of persons who are trust worthy who has good knowledge of the area and request them to report at police station for acting as guides to the paramilitary. Army personnel or NGOs who rush in after the emergency strikes. A number of badges indicating status of such volunteers be kept ready.
16. Prepare a list of volunteers may be kept ready who will be willing to donate blood in case of emergent need. Their blood group can be determined before hand.
17. Prepare a list of persons/institutions to be who have tractors, cranes, dredgers, ambulances, which will be of immense help during rescue operation.
18. Prepare a list of persons who have experience in clearing road blockades, constructing/ repairing bridges, culverts for early establishment of communication. Names of persons who have materials for such purpose also be included along with the places where such connection is available.
19. On the basis of the above exercise, project requirement of men and material to the undersigned.

**(During Disaster)**

1. As a fast respondent police must rush to the site or if there are more than one site, then to all the sites.
2. Alert the hospitals cut off power supply to the disaster site to avoid fire and other accidents.
3. Assess the situation and send information regarding casualties etc — the figure need not be accurate but sending of first information is important even no assessment could be made of the enormity of the devastation — the same is to be sent.
4. If there is breakdown in the wireless/ telephone communication, information is to be sent to the nearest police station, even if the police station falls under the jurisdiction of another State/ District.
5. Cordon off the site.
6. During rescue operation, the injured persons are to be sent to the hospital. The dead are to be segregated and all legal action to be taken.
7. Send the affected people to the relief camps.
8. Control the traffic.
9. Inform the medical authorities regarding need for mobile hospitals.
10. Call for re-enforcement for men, materials required for rescue operation.
11. Protect the property of the affected people by posting guards.
12. Police guard to be provided en-route to hospital.
13. Guards to be deployed at the hospitals.
14. Police to be deployed for security of the Relief Centre.
15. Prepare list of dead, injured and missing persons.
16. Volunteers from VDO, Red Cross and other NGOs are to be deployed.
17. Inform the District Authorities regarding number of dead, injured, missing as well as persons sent to relief camps.
18. Provide escort to the vehicles carrying relief materials.
19. Provide escort to the VIPs.
20. Maintain law and order in the relief camps.
21. Set-up control room at the relief camps.
22. Disposal of dead bodies after observing the formalities.
23. Updating the list of missing, injured and dead persons.

24. Take video/ photograph of the destruction of human life and property caused by disaster.

**(Post Disaster Period)**

1. Deployment of police personnel to be continued till the inmates return to their homes.
2. Deployment in the disaster site to be continued so that the inmates can return to their homes and pick-up thread of life.
3. Reports of injuries, dead etc. are to be given expeditiously so that insurance facilities, relief grant can be availed of.
4. Escort of relief materials.
5. Escort of VIPs.
6. Assist the District Administration in the distribution of relief material by maintaining order.
7. Release the deployment of additional forces in phases.
8. Recommendation of names of police personnel who have done good job to the higher authorities for giving rewards etc.
9. Debriefing of the forces. Difficulty faced and how such were overcome are to be noted for future.
10. Assist the District Authorities in taking confidence- building measures amongst the affected people to restore normalcy.

**OPERATION OF THE PLAN:**

In order to ensure smooth and systematic management of the contingency arrangements, Guwahati City Police District is divided into four zones i.e.

- |            |   |                    |
|------------|---|--------------------|
| Sector I   | : | Dispur Division    |
| Sector II  | : | Chandmari Division |
| Sector III | : | Panbazar Division  |
| Sector IV  | : | Pandu Division     |

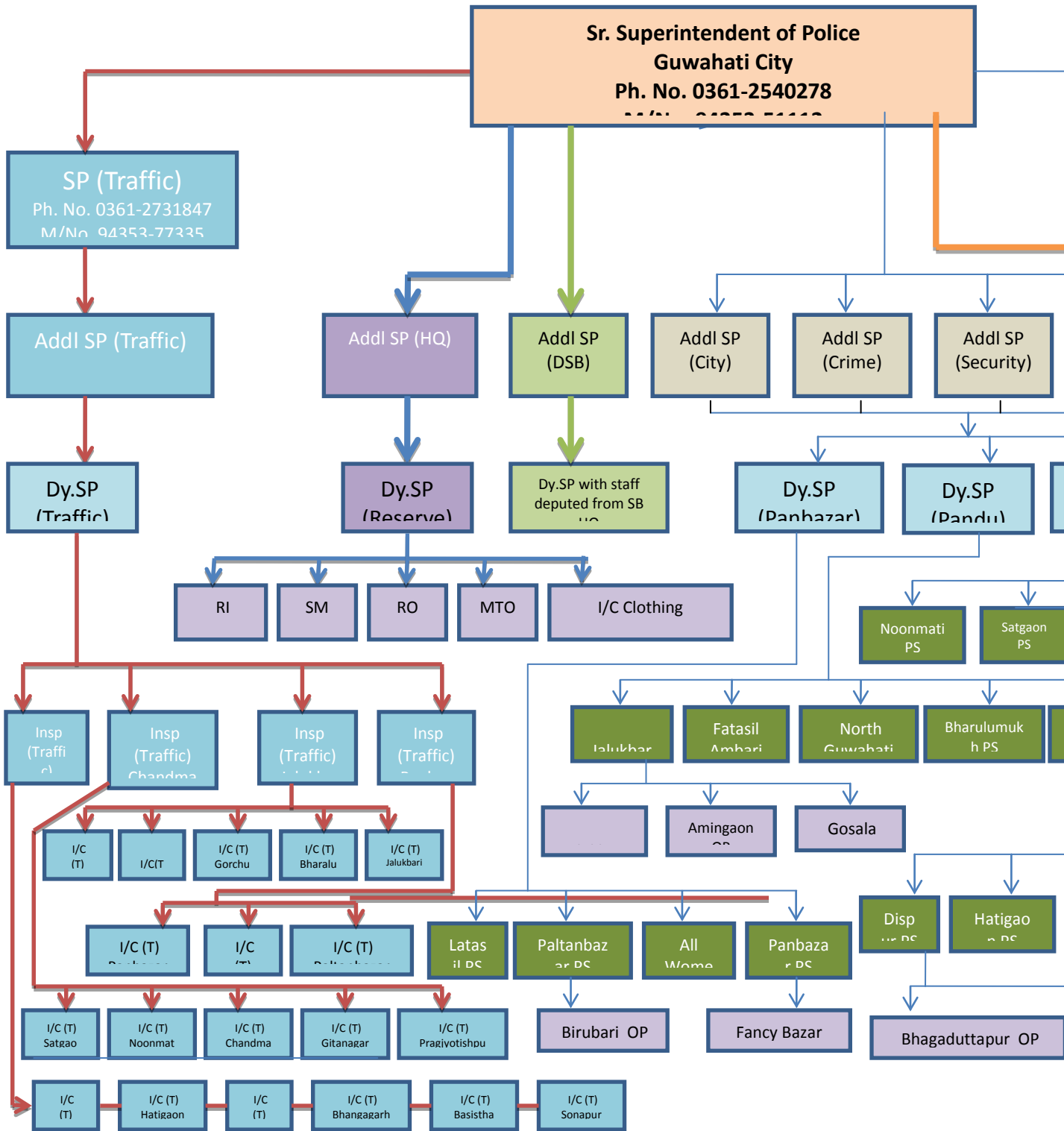
Concerned divisional Dy SsP will remain in charge for their respective divisions. They will maintain close liaison with the office of the Deputy Commissioner, Revenue Circle Officer and the Flood Control Department. They will maintain both way communication by taking necessary action in their respective jurisdictions and keeping this office and other concerned senior officers informed of all the developments in this regard.

The zonal officer will be assisted by sector officers. Each police station will be treated a sector and the concerned O/C will remain in-charge of the sector. They will take all the actions mentioned above.

In this regard instructions issued from this office and other agencies regarding disaster management may be referred to by the zonal officers.

**SUPERVISION**

Superintendent of Police (Traffic), Addl. SsP (City/HQ/Security/ Traffic) City will assist the undersigned in supervision of the above plan.



## 8.2 STATE FIRE SERVICE ORGANISATION PLAN

Guwahati city is covered by 5 (five) fire stations namely at Panbazar, Dispur, Chandmari, Pandu and North-Guwahati (Ad-hoc). All these Fire Stations are equipped with fire fighting equipments and fire appliances to meet any emergency. The Officers & men of this State Fire Service Organisation are technically qualified and undergone the training from National Fire Service College Nagpur (for officers) Nagpur and Regional Fire Fighting Training Centre, North Guwahati Sila (for Sub-officers, Firemen and Driver).

Setting up of Search and Rescue team for immediate response to disaster —

Three operational groups have been formed for considering of a Search and Rescue Team for Jalukbari, Panbazar, and Basistha areas. The name of Fire Service Officers and men constituting the Search & Rescue Team area wise are as follows —

- |  |                    |
|--|--------------------|
| 1.Name of ESF Nodal Officer (i) H Bhattyacharyya, APS<br>Deputy Director<br>S.F.S.O.,Assam | M. NO. 94350-22604 |
| (ii) T.C.Borah, APS<br>F.P.O.East  | M.No. 98641-08500  |
| 2. Nodal Officers for Guwahati City-   |                    |
| (i) R.C.Bhakat.<br>Sr.Station Officer<br>Guhati Fire Service Station.                      | M.No. 94355-13496  |
| (ii) Biswajit Baishya<br>Station Officer<br>Dispur Fire Station                            | M.No.97066-54461   |

## 8.3 ADVANCE MEDICAL PLAN FOR DISASTER MANAGEMENT OF KAMRUP DISTRICT (METRO)

1. Population - 1083957
2. Control Room- One control room has been setup in the office of the Joint Director of Health Services. Kamrup, and functioning round the clock with the telephone No. 0361-2543818. The control room is managed by the officers of the Joint Director of Health Services, Kamrup, Guwahati.
3. Rapid Response Medical Relief Team — Joint Director of Health Services, Kamrup ( M), Guwahati has been asked to standby the two rapid response medical teams to tackle any disaster

Other Institution not under .Joint DHS (K),Ghy.

1. G.M.C.H..
2. M.M.C.H.
3. Ayurvedic College
4. Homeopathic College
5. A.S.E.B. Hospital
6. Assam Police BN Hospital
7. University Medical Unit
8. Veterinary Medical Unit

Central Govt. Health Facility

1. Base Army Hospital. Basistha
2. Railway Hospital
3. Army Hospital — Narengi
4. CRPF Hospital

Nursing home

1. Sanjivani Nursing Home, Maligaon
2. Dispur Polyclinic, Dispur
3. Down Town Hospital
4. G.N.R.C.
5. East End Nursing Home
6. Arya Hospital
7. International Hospital
8. Refinery Hospital

### **Disaster Management Action Plan of Health Department of Kamrup Metropolitan District**

Receiving the communication from DDMA, the Joint Director of Health Services, Kamrup (M) District, Guwahati-3 will immediately activate the Supporting agencies according to requirement for Disaster Management.

#### **1) Principal Guwahati Medical College**

i. Superintendent G.M.C. Hospital

- a) Emergency Department / Casualty Department
- b) Surgery Department
- c) Orthopedic
- d) Medicine Deptt.
- e) Blood Bank
- f) Radiology Deptt.
- g) Ambulance
- h) Medicine Stock & Oxygen
- i) Provide initial establishing of death and temporary safe storage of human remains in support of coroner operation.

#### **2) Joint Director of Health Services, Mohender Mohan Choudhury Hospital, Panbazar Guwahati-1**

- A) Emergency Department / Casualty Department
- B) Surgery Department
- C) Orthopedic
- D) Medicine Deptt.
- E) Blood Bank
- F) Radiology Deptt.
- G) Ambulance
- H) Medicine Stock & Oxygen
- I) Provide initial establishing of death and temporary safe storage of human remains in support of coroner operation.

#### **3) ZONAL AREA**

EAST ZONE :- Dr. Geeta Bordoloi, Sr.M&HO, i/c, East Guwahati S.D (98640-24806)  
WEST ZONE :- Dr Kartik Medhi, Sr.M&HO,i/c Pandu F.R.U. (98594-936)  
CAPITAL ZONE:- Dr.S.Rajkhowa, Deputy Superintendent , i/c (98640-64315)  
DHIRENPARA :- Dr. Gopal Sarma, S.D.M & H O i/c (94351-15776)  
SONAPUR :- Dr. Arun Baruah, SDM&HO, i/c (99546-70081)  
PANIKHAITI :- Dr. Ganapati Das, M&HOI i/c (94351-44762)  
SATGAON :- Dr.Bandana Borkakati,M&HO-I (98641-18130)

#### **4) CENTRAL GOVT. HOSPITAL**

- 1) N.F. Railway Hospital, Maligaon.
- 2) Army Hospital, Basistha.
- 3) Refinery Hospital, Noonmati
- 4) C.R.P.F. Hospita,Jorabat.

#### **5) Private Hospital**

- 1) G.N.R.C. Hospital, Dispur
- 2) Rahman Hospital, Six mile VIP Road
- 3) Down Town Hospital, Dispur
- 4) Nemcare Hospital, Bhangagarh
- 5) Arya Hospital, Ulubari
- 6) Wit robe Hospital, Ambari
- 7) Dispur Hospital, Ganeshguri, Guwahati-6
- 8) Dispur Polyclinic Dispur,
- 9) International Hospital, G.S. Road
- 10) Marwari Maternity Hospital
- 11) Sanjibini Hospital, Maligaon
- 12) Goenka Hospital, Bharalumukh

N.B.:-All State Govt./Central Govt.Hospital and Private Hospitals already requested to provide their respective Disaster Management Action Plan on or before 01-09-2012 vide this office letter No.7300-15 Dtd.28-08-2012

#### **6) NGO**

- i) Indian Red Cross Society
- ii) Rotary Club of India.

### **ACTION PLAN FOR DISASTER MANAGEMENT IN KAMRUP METROPOLITAN DISTRICT**

Team Leader

1) Joint Director of Health Services Kamrup Metropolitan District ,Guwahati-3

- i) The Addl.Chief Medical & Health Officer (FW) Kamrup,Guwahati-1
- ii) The Chief Medical & Health Officer (CD) Kamrup Metropolitan District ,Guwahati-3
- iii) The Sub-Division Medical & Health Officer(HQ)Office of the Jt.DHS,Kamrup Metro.
- iv) Nodal Health Officer Dr.N.Benoy Singh,Sr.M&HO,i/c, West Ghy.S.D.(78967-7835)

2) Control Room at District Head Quarter Office.

- i) The SDM&HO, (Epidemic duty)
- ii) Dr.Meidul Bharati Nath,M&HOI,(98541-44441)
- iii) Public Health Worker
  - a) Sri Manabhal Deka,AMO(98644-45625)
  - b) Smti Renu Borah,A.N.M.
  - c) Sri Ashok Bharali,NMS,O/O the D.H.S.
  - d) Mrs. Aniuma Bhattacharjee, H.E. (97078-29174)
- iv) Malaria Worker
  - a) Sri Santi Das,S.W.Lakhara S.D.
  - b) Mrs Sewali Baruah,BHW (98597-91735)
- v) Gr.iv Staff
  - a) Sri Mukul Das, Gr.iv (98541-29056)
  - b) Sri Naresh Deb Nath,Gr.iv (99541-34774)
- vi) Driver
  - a) Sri Swapan Mandal, Driver (99543-30417)
  - b) Sri Bhaskar Das, Driver (98644-73076)

3) Capital State Dispensary (Capital Zone)

- 1) Dr. S.R.Rajkhowa, Dy.Superintendent.(98640-64311)
- 2) Dr. A.K.Lahkar ,Sr.M&HO (98640-64315)
- 3) Dr. B.Sarma, Sr.M&HO (98640-12864)
- 4) Dr. Ranjit Bora, Dental Surgeon (98640-12864)
- 5) Pharmacist
- 6) Health Education
- 7) Nursing Staff
- 8) Dresser
- 9) Gr.IV

4) ZONAL AREA

- EAST ZONE : - Dr. Geeta Bordoloi, Sr.M&HO, i/c, East Guwahati S.D (98640-24806)  
WEST ZONE : - Dr Kartik Medhi, Sr.M&HO,i/c Pandu F.R.U. (98594-936)  
CAPITAL ZONE: - Dr.S.Rajkhowa, Deputy Superintendent , i/c (98640-64315)  
DHIRENPARA: - Dr. Gopal Sarma, S.D.M & H O i/c (94351-15776)  
SONAPUR : - Dr. Arun Baruah, SDM&HO, i/c (99546-70081)  
PANIKHAITI : - Dr. Ganapati Das, M&HOI i/c (94351-44762)  
SATGAON : - Dr.Bandana Borkakati,M&HO-I (98641-18130)

5) West Zone.

- 1) Dr. Kartik Ch. Medhi,Sr. M&HO i/c Pandu FRU(98594-93600)
- 2) Dr. Pranita Deka, Anaesthesia (98641-59241)
- 3) Dr.Uday Deka, Surgery (94350-34880)
- 4) Dr. Dhiraj Bhattacharjee, (99542-08749)
- 5) Dr. Bhaskar Nath (98640-68427)



6) East Zone

- 1) Dr.Gita Bordoloi,Sr.M&HO, i/c 98640-24806
- 2) Smti Buluma Saikia, L.H.S. 94353-48554
- 3) Smti Deepali Kakati ANM(98642-67608)
- 4) Sri Sanjib Dutta, SW (98640-41537)
- 5) Sri Tarini Boro, Gr.iv (98545-23249)

7) Sonapur

1. Dr.Arun Kumar Baruah,SDM&HO (99546-70081)
- 2) Dr. Bhabendra Das,Sr. M&HO (94353-40496)
- 3) Dr. Nilakshi Choudhury M.O (88765-91020)
- 4) Dr. Ratul Gogoi, MO (94353-49450)

8) Satgaon

- 1) Dr. Bandana Borkotoki,M&HOI, (98641-18130)
- 2) Mrs. Farida Begum ,A.N.M. (98649-83950)
- 3) Mrs Moushumi Chakrabarti,BHW (97060-87375)
- 4) Sri N.K.Rao,Gr.iv (99541-19869)

**FUNCTION OF THE MEDICAL TEAM: -**

1. Pre – Cautionary Measures before, during and post calamities period including all kinds of epidemological situation.
2. To Co-ordinate with Various Govt. Department.
3. To use Medical aid to the affected area and arrangement for first aid to the suffering people.Health Education in the area.
4. To suggest measures for improvement of Medical aid to the Jt. D.H.S. Kamrup
5. To keep sufficient stock of first aid medicals including saline badges and anti – septic drugs.To submit daily report during and after the calamity period

**MINIMUM REQUIREMENT FOR DISASTER MANAGEMENT : -**

1. Ambulance Van equipped with Oxygen cylinder, first –aid Medicines, Salaine etc.
2. Sufficient stock of medicines, Bandages, Minor Surgical equipments Salanine etc. of the centres.Sufficient nos. of medical & para – medical personnel.
3. Fund for P/O/L and contingencies
4. To fully equip G.M.C.H, A.M.C.H, S.M.C.H, Civil Hospital and M.M.C.H Guwahati during Disaster

**PRESENT POSITION FOR DISASTER MANAGEMENT: -**

1. Total Nos. of Ambulance available- 7 Nos ( 5 Nos in Block P.H.C & 2 Nos in District H.Q)
2. Stock of first – aid Medicines Bandages, Minor Surgical equipments Salaine etc. are very meagre.Medical & Para – Medical Personnels are available
3. No fund available on P.O.L and contingencies

# Contingency plan of Water resource Department

## Primary Purpose/ Function

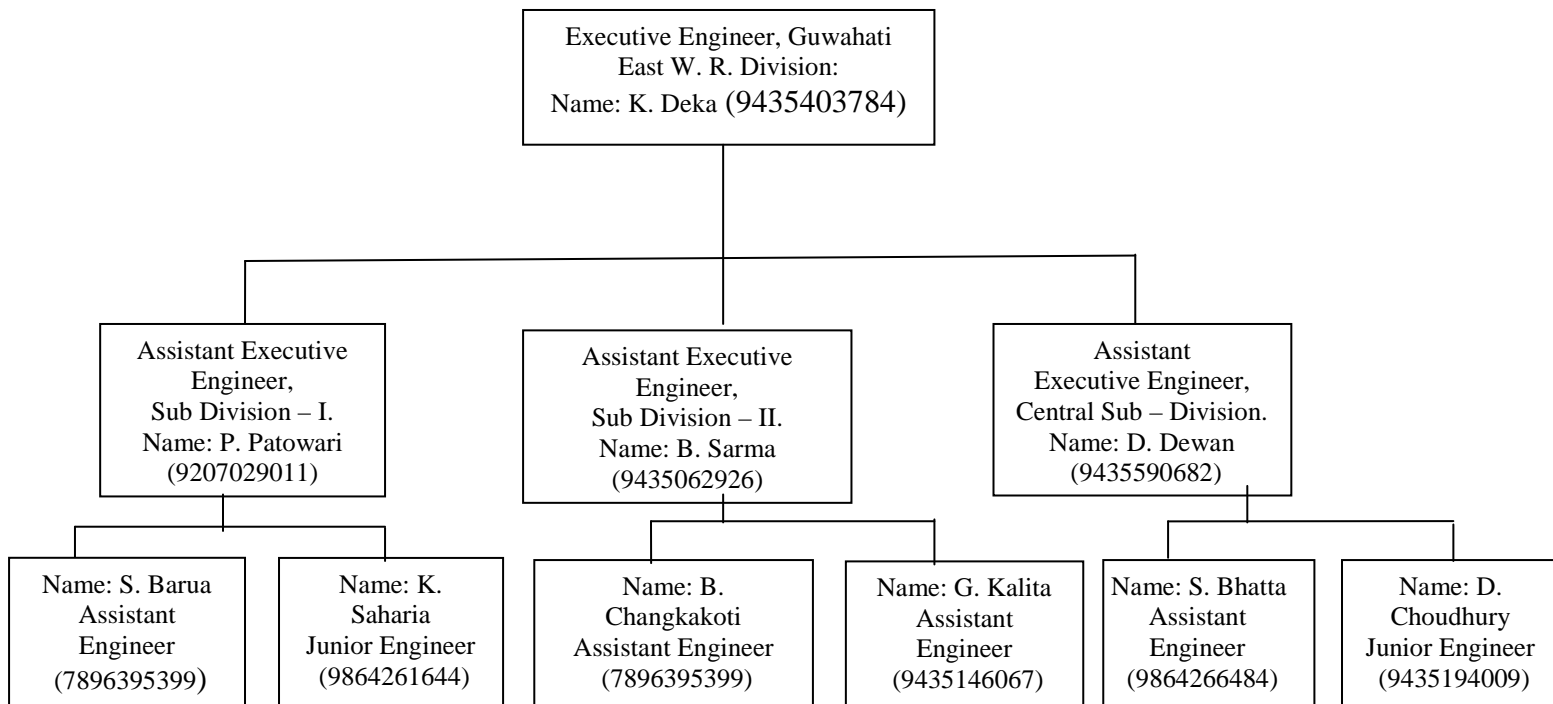
The supporting Agency, Water Resources Department (Guwahati East W. R. Division) provides the following:

1. Construction of embankment.
2. Protection of river bank from erosion.
3. Construction of drainage channel.
4. Construction of raised platform.
5. Clearing of drainage congestion.
6. Pumping out stagnant/flash flood water

## Scope of Engagement:

1. Construction and maintenance of embankment.
2. Protection of river bank from erosion and maintenance of the work.
3. Clearing of drainage congestion.
4. Pumping out flash flood water.
5. Construction of raised platform

## CONCEPT OF OPERATION



## **CONCEPT OF OPERATION:**

1. Executive Engineer, Guwahati East W. R. Division: He is overall in charge of the three Sub – divisions. In case of any disaster, he will inform his 3 (three) Assistant Executive Engineers as per their jurisdiction of works.
2. Assistant Executive Engineer: He is in-charge of the works of river Brahmaputra from Kajolichaki to Panikhaity, works at rivers Kollong and Digaru and Lakhimijan channel at Hatigaon, Guwahati. After getting informed about any disaster, he will immediately inform his down lines and will visit the site. Thereafter necessary measures will be taken as per situation with the available resources. Emergency stock of empty cement bags are generally kept at Division Go-down.
3. Assistant Executive Engineer, Sub – Division – II (Mobile no.): He is in-charge of works of river Brahmaputra on North bank from North Guwahati (Dumunuchowki) up to Soalkuchi and the works at river Bahini from Natun Bazar to Jonali (R. G. Barua Road). After getting informed about any disaster, he will immediately inform his down lines and will visit the site. Thereafter necessary measures will be taken as per situation with the available resources. Emergency stock of empty cement bags are generally kept at Division Go-down.
4. Assistant Executive Engineer, Central Sub – Division (Mobile no.): He is in-charge of works of river Brahmaputra on South bank from Noonmati up to Majiraon (near Palashbari), drainage of greater Guwahati from Ph – I to Ph – VII, drainage of Sadilapur, Pandu area, Khanamukh drainage works from Deepar Beel. After getting informed about any disaster, he will immediately inform his down lines and will visit the site. Thereafter necessary measures will be taken as per situation with the available resources. Emergency stock of empty cement bags are generally kept at Division Go-down.

## **RIVER CARRYING CAPACITY;**

Name of the River	. Gauge Station	Zero Level (in Mts.)	Danger Level (in Mts.)
River Brahmaputra	Guwahati D.C Court		49.68
	Pandu		48.77
	Dakhala Sluico		47.20
	Gumi		45.00
	Alikash		44.20
	Siliguri		47.30

## CONTINGENCY PLAN

### EARLY WARNING DISSEMINATION AND RESPONSE PLAN

(Note: roles and responsibilities should be defined for flood, cyclone, Drought, fire, earthquake, chemical hazard depending on the vulnerability of the area)

Department	Response System			
	Preparedness	Pre (after Warning)	During Disaster	Post Disaster
Guwahati West E & D DEPARTM ENT Water Resource Department	Before the onset of flood, necessary precautionary steps are take-up to tackle any eventuality during flood. The work and vulnerable reaches of the embankment are strengthened to withstand the flood. Flood fighting materials like empty cement bags, bamboo etc, ate stocked at vulnerable points for use during any emergency, earth is stacked on the crest of the embankment for use during flood time, Also permanent and temporary anti-erosion measures are taken up at the vulnerable erosion affected reaches as per availability of resources.	Round the Clock patrolling is carried out on all weak and vulnerable reaches so as to detect any leakage / Seepage of flood water of any damage to the embankment. The departmental officers ad staff keep close watch over the weak and vulnerable reaches in particulate and over the whole embankment system in general so that immediate steps could be taken up in case of any damage. Sufficient quantity of flood fighting materials alig with adequate labout forces ate maintained at all weak and vulnerable reaches to tackle and eventuality.		After occurrence of the breaches of embankment the end points are strengthened as as to prevent further widening of breached gap; the breached partion of the dyke is closed temporarily by Bamboo Mahorrio etc. where it is practically possible.

### Action taken report to mitigate flash flood of Guwahati city for 2012

Name of the division: Guwahati Mechanical Division, WR Department

The department has taken up 4 nos. of schemes to mitigate flash flood in Guwahati for the year 2012. Status of the scheme are as follows:-

Sl. No	Name of the scheme	Present Status	Target date of completion
1	Desiltation and cleaning of Bharalu river by excavation with machineries to maintain proper gradation and reinstallation of sluices	Work started on 6/2/2012	12/04/12 for desiltation & cleaning work. Intermittent cleaning will continue till September/12
2	Desiltation & cleaning of Mora-Bharalu river by Excavation with machineries	Work started on 12/02/12	30/04/12 for desiltation & cleaning work. Intermittent cleaning will continue till September/12
3	Destilation and cleaning garbage from Sarusala Beel outlet channel with machineries from Himatsingka Motor works to its out fall at Bharalu river	Work started January/12	15/3/12 for desiltation and cleaning work. Intermittent cleaning will continue till September/12
4	Operation and maintenance of pumping station at Bharalumukh for dewatering of storm water of Greater Guwahati City.	Repair and maintenance works of pumps & sluice started.	15/03/12 for major repair & maintenance works. Operation of pumps will continue till October/12

For Strom water water Pumping Facilities, the scheme taken up by the department is as follows:

1. Operation and Maintenance of % Trolley mounted and 3 nos. submersible pumps for dewatering of storm water from low lying areas of Guwahati city for the year 2012-13.

Status: Pumps are being repaired and will be placed in different location on 20/04/12

## District A.H. & Veterinary Department

List of Veterinary Hospital, Dispensaries and sub-centers under Kamrup, District (Metro)

### Vety Hospital

1 Vety.Hospital,Chenikuthi

### Vety.Dispensaries

1 Azara  
1 Jorhat(RP)  
3 Nartap  
4 Ketri  
5 Maloibari  
6 North Guwahati

### Block Vety Dispy

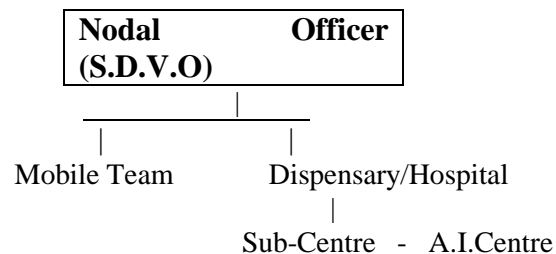
1 Sonapur

### Sub-Centers/A.I. Centre

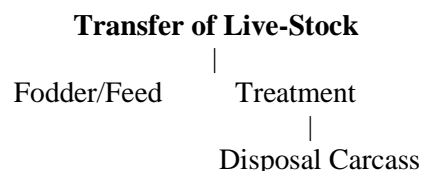
1 Katahbari  
2 Basistha  
3 Chenikuthi  
4 Bonda  
5 Chandrapur  
6 Hahara  
7 Maligaon  
8 Birubari  
9 Khanapara ICDP

## Standard Operating Procedure

### 1. Response Phase



## 2. Mitigation Phase



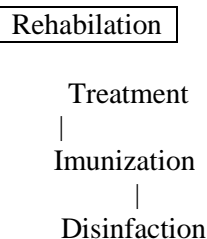
## 3. Preparedness Phase

\*\*Mention procedural details Flow Chart/diagram =>

- Doctor
- Mobile Team
- 1). Dr.Mrinal Das,Vety.Hosp. -9190850-90368
  - 2). Dr.Gajendra Deka
  - 3). Dr.Bimal Bhattacharya,Mobile Team -96871-95103
  - 4). Dr.Munin Kakoti - 94351-05441
  - 5). Dr.Mrigen Saikia -94357-34793

## 4. Recovery Phase

\*\*Mention procedural details in Flow Chart/diagram



Treatment, Vaccination, Disinfection, Carcass disposal, Rehabilitation of affection of Live-Stock & Poultry.

### Roles and Responsibilities of of the department

**Response :-** Transferring & Sheltering of Live-stock –  
Provide feeding- Truck for carry feed and fodder  
Treatment  
Disposal of Carcass- Site for burried, JCB, Tractor with Trailer for carrying Carcass, Disinfectant.

**Mitigation :-** 1). Treatment  
2). Feeding  
3). Sheltering :- Turpoline, Post, Water trough

**Prevention and Preparedness :**  
1). Immunization

**Recovery :-** Rehabilitation, Dis-infection.

### FIRST AID MATERIALS

1	Cotton
2	Bandage Cloth
3	Weak Iodine Solution
4	Potassium Permanganate
5	Surgical Kit
6	Boric Acid
7	Syringe & Needle
8	I.V. Set
9	Hand Glove
10	Plaster of Paris
11	Phenyl
12	Suturing thread & needle
13	Casting Rope
14	Medicine, vis: Antibiotics, Analgesic, Haemostatic, steroid, Antihistaminic, Antipyretic, Antipyretic

### EQUIPMENTS

1	Operating Table
2	Service Crate
3	Sterilizer
4	Microscope with accessories

### List of Resource Institutions / Organisations

Sl.No	Name of the Organisation	Area of Operation	Address/ Telephone Nos.
1	Animal Health Canter	Entire State	2338649
2	Institute of Veterinary Biological	Entire State	2338654





## CONTINGENCY PLAN

### EARLY WARNING DISSEMINATION AND RESPONSE PLAN

(Note: roles and responsibilities should be defined for flood, cyclone, Drought, fire, earthquake, chemical hazard depending on the vulnerability of the area)

Department	Response System			
	Preparedness	Pre (after Warning)	During Disaster	Post Disaster
V & AH Deptt	<ol style="list-style-type: none"> <li>1) Adequate skilled manpower</li> <li>2) First aid facility</li> <li>3) Identification of safer place ( like open space/ high land)</li> <li>4) Network of communication with skilled personnel</li> <li>5) Immunization against any outbreak of prevalent diseases.</li> </ol>	<ol style="list-style-type: none"> <li>1) To alert the skilled deptt personnel's for combating any eventualities.</li> </ol>	<ol style="list-style-type: none"> <li>1. Deployment of skilled personnel in the affected areas,</li> <li>2. Rescue and rehabilitation of affected animals to safer places</li> <li>3. Arrangement of feed and fodder.</li> <li>4. Rendering first aid where necessary</li> </ol>	<ol style="list-style-type: none"> <li>1. To arrange Veterinary Health Care camps in the affected areas.</li> <li>2. Relief and Rehabilitation to the affected animals.</li> </ol>

## PWD (Roads) Division:

### CONTINGENCY PLAN

#### Early Warning Dissemination and Response Plan

*(Note: roles and responsibilities should be defined for flood, cyclone, Drought, fire, earthquake, chemical hazard depending on the vulnerability of the area)*

<i>Department</i>	<i>Response System</i>			
	<i>Preparedness</i>	<i>Pre (after Warning)</i>	<i>During Disaster</i>	<i>Post Disaster</i>
PWDR)	Preparedness is made to face any eventuality in case of a disaster.	Pre preparedness in case of a disaster like flood. Earthquake etc., collection of some construction materials like bamboo, rope, wire, wood, sand, cement bags etc., will be kept ready at vulnerable area.	During disaster this department will try to restore communication in case of any disruption by providing foot bridge at washed away or damage bridge portion and also will provide sand filled bags with palasiding, spur etc., at breached and damaged road portion.	After the disaster this department will make assess the loss of property and will take up the renovation and construction work subject to the approval of the Govt.

## **Public Health Engineering Department , Guwahati Div II**

### **A). Resources:-**

#### 1). Diesel driven Electric Generator –

- a) 320 KVA at Panbazar barge - 1 no.
- b) 320 KVA at Panbazar Water Treatment Plant - 1 no.
- c) 320 KVA at Bhangagarh Boosting Station - 1 no.
- d) 120 KVA at Sarusajai Main Stadium - 3 nos.

#### 2). Chemicals –

- a) Hydrated Lime - In multiple of M.T. at Panbazar Water Treatment Plant & G.U & AEC W/S/S.
- b) Ferric Alum - In multiple of M.T. at Panbazar Water Treatment Plant & G.U & AEC W/S/S.
- c) Bleaching powder - In multiple of M.T. at Panbazar Water Treatment Plant & G.U & AEC W/S/S.

#### 3) Diesel Jeep (Vehicles) - 3 nos.

#### 4) Truck mounted Mobile water treatment plant - 1 no. of capacity 2000 nos. of Treated Water Packets of capacity 500 ml.each in 1(one) hr. for Lower Assam Zone from any source of water (including flood water).

### **B) Management Team –**

- 1). Er. Rabin Chandra Das, Executive Engineer (PHE)  
Overall In-charge – Ph.No.94351-60889
- 2) Er. Kumud Chandra Deka, Asstt. Executive Engineer (PHE), T.C.  
Nodal Officer, Ph.No.98640-64020
- 3) Er. Sandeep Paul, Asstt. Engineer (PHE),  
Trained in RVS, Ph.No.98640-78380
- 4) Er. Dhir Nath Sarma, J.E (PHE),  
Trained in RVS, Ph.No.99540-24500
- 5) Er. Bishnu Bania, J.E (PHE),  
Trained in RVS, Ph.No.99547-53642

## Contingency Plan for Disaster Management

Department	Response system			
	Preparedness	Pre-disaster (after warning)	During Disaster	Post-Disaster
Guwahati PHE Division No.II, Bamunimai dam, Guahati – 21.	<p>Before the onset of storm-weather/flood/draught/fire/chemical hazards, precautionary steps are taken up to tackle any eventuality during disaster by –</p> <ol style="list-style-type: none"> <li>1) Strengthening the anchoring of barge at intake points in the river Brahmaputra.</li> <li>2) Safe guarding the pontoons, hose pipes &amp; raw water pumping mains.</li> <li>3) Protecting different units like clariflocculator, rapid sand filters, underground &amp; overhead reservoirs of water treatment plants at Panbazar &amp; Foot hill of G.U. &amp; AEC by routine maintenance.</li> <li>4) Closely monitoring the entire distribution network for leakages/breakages.</li> <li>5) Providing standby mode of power (Diesel generating sets) to pump water during absence of electricity.</li> <li>6) Keeping provision of water tankers (private parties) in case of emergency.</li> <li>7) Installing spot-sources wherever possible during failure of conventional water supply.</li> <li>8) Keeping ready stock of chemicals for water treatment &amp; disinfection.</li> <li>9) Taking measures to prevent out break of epidemic by water borne diseases.</li> <li>10) Safeguarding the vicinity of overhead reservoirs/structures.</li> </ol>	<p>24 hrs. monitoring is done through the available manpower to keep the entire water supply system in uninterrupted condition without any major breakdowns. Departmental resources &amp; Registered agencies are kept ready to mitigate any emergency repairing in war-footing manner to restore any defects. All vulnerable and weak components are taken care of specially to withstand any eventuality during disaster.</p>	<p>The available re-sources will be utilized after disaster to provide safe drinking water and to disinfect the local sources of water and to prevent outbreak of water-borne diseases.</p>	

## Checklist for shifting of Inmates of District jail and Patients of GMC

Action to take	Concerned Department
Red Alert to Army / Air Force	District Administration
Requisition for Vehicles from DTOs	District Administration
Requisition of helicopters	District Administration
Arrange necessary kits for rescue / relief	District Administration
Shifting to shelter places identified	Circle Officers/ Zonal & Sectoral Officers
Stock of Medicines	Health Department
Relief Measures	Zonal / Sector Officers

### Action Plan

- (1) Shifting of Inmates of District Jail – Action Jail Supdt. He will prepare a separate plan in consultation with Supdt. of Police and inform Chairman, DDMA.
- (2) Shifting of patients in Guwahati Medical College Hospital – Action Principle / Supdt. of GMCH. They will prepare a separate DM plan.
- (3) School for Shelter: Action Inspector of Schools.
- (4) Evacuation Plan:
  - Red alert, Army / Air Force - Action District Administration.
  - Requisition of Air force helicopter - -do-
  - Requisition of buses from DTOs - -do-
  - Kits for relief/rescue (search light,bags etc.) - -do-
  - Shelter / Camps
    - Schools (DEEO/IS) - Circle Officers / Zonal & Sector Officer
    - Government Buildings - District Administration.
- (5) Prohibitory orders at the Dyke
  - Issue of order - Action District Administration.
  - Information to S.P. - -do-
- (6) Prohibitory order in Brahmaputra - prohibitory ferry service fishing etc. – do
- (7) Hourly notice on FLS about water level - Action DIPRO/EE (W/R) Deptt.
- (8) Shifting of people of low-lying areas - Zonal officer/ Sector officer/Police/Home Guard.
- (9) Stock of Medicine - Action Jt. Director, Health, Guwahati.
- (10) Relief Measures - Action Zonal / Sector Officer.

## ANNEXURE- I

### Projects undertaken By District Disaster Management Authority, Kamrup (M)

District Disaster Management Authority(DDMA), Kamrup (M) has taken up two projects for entire Guwahati City under the guidance of Assam state Disaster Management authority. The Projects are as follows:

1. Integrated Guwahati Flood Management Project (IGFMP)
2. Guwahati Landslide Mitigation Project (GLMP)

#### 1. Integrated Guwahati Flood Management Project (IGFMP)

The project shall be implemented under the overall supervision and directional aegis of the DDMA. The strengthening of the DDMA has assumed primary importance in the over scheme of things. The active partners such as the GMC, GMDA, the line departments(PWD,Water Resource, Forest) and the ATDC, in this overall exercise would perform specific duties and tasks with clear delineation.

For proper implementation of the IGFMP, a project implementation committee has been formed, constituting of the following officers, which will co-ordinate with the concerned departments. The programme implementation committee is as follows:

1. Deputy Commissioner, Kamrup Metro, Chairman
2. Commissioner, GMC, Member
3. Chief Executive Officer, GMDA, Member
4. Smti. Bijoya Choudhury,ADC,Kamrup Metro, Project Co-ordinator
5. Sri D.J. Das,ADC, Kamrup Metro, Associate Project Coordinator
6. Executive Engineer, Water Resource, Kamrup Metro
7. Executive Engineer,PWD(Road), Kamrup Metro
8. DFO, Guwahati Social Forestry Division
9. DFO, Guwahati (E) Forest Division
10. Executive Engineer, Inland Water Transport, Kamrup
11. Circle Officers, Guwahati/Dispur/Sonapur/Azara/Chandrapur/ North Guwahati
12. Any other member to be co opted as per requirement.

#### Action Plan for preventing Flood in Guwahati 2012

S.No.	Issues	Action required/Objectives	Action to be taken by	Time frame
1.	Deposition of silt in primary & secondary drains, clogging due to garbage, open drains a risk	<ol style="list-style-type: none"> <li>1. Desiltation, cleaning, fencing, lining of all drains</li> <li>2. Strict penalties for indiscriminate garbage disposal in drains etc.</li> </ol>	<ol style="list-style-type: none"> <li>1. GMC would carry out the desiltation and cleaning,</li> <li>2.DC would carry out the Lining and fencing through the line department</li> </ol>	Desiltation, cleaning, and fencing to be over by April'2012
2.	Encroachment/filling up of 5 major water bodies adversely impacting the water retention capacity of these major beels. Rules under the Waterbodies	<ol style="list-style-type: none"> <li>1. <i>Immediate:</i> Eviction, demarcation, excavation, fencing, and</li> <li>2. <i>Medium to long term</i></li> </ol>	<ol style="list-style-type: none"> <li>1. DC would carry out the task through ATDC and GMDA</li> <li>2. Government to notify</li> </ol>	Bondajan/Sorsola, Borsola and Silsako to be done in taken up in the next two years. In the next 5 years development of Deepor

	preservation act not yet notified.	<i>activity:</i> beautification 3. Rules to be notified	rules immediately	beel can be taken up.
3.	Public largely caught unawares by floods	Early flood warning systems to be installed	GMC with the help of IMD would take the initiative forward	1 year
4.	Large run offs leading to flash floods	No percolation of water Different forms of RWH to be made mandatory in all buildings; technology for increasing absorption by ground to be explored	1. GMC+GMDA to notify it in the bye-laws 2. PWD may look into appropriate technologies for reducing surface run offs	2 months
5.	Plastic is becoming a hazard	Restrictions to be imposed in Guwahati city in manufacturing and use of plastic	PCB+GMC will take necessary steps to notify and enforce	3-6 months
6.	Hill cutting & encroachment leads to flow of soil into the drains	1. Hill cutting (prohibition act) may be reviewed and strictly implemented 2. Tree/Vetiver plantation	1. Divisional Commissioner, LAD & DC, Metro 2. DFO may be asked to carry out plantations drives in all hills. An amount of Rs. 1 crore per hill may be placed with DC	3-6 months
7.	Pump sets insufficient to drain water from the low lying areas	Procurement of pump sets	WR	3 months
8.	Gradual rise of the road levels leading to flooding in residential areas	Fixation of uniform road levels across Guwahati depending upon the different zones	PWD in consultation with GDD	3 months
9.	Absence of storm water drainage network and No channels for excess water to flow out	A storm water drainage network to be put in place, along with GIS mapping of all drains in Guwahati City	GDD	1 -2 years
10.	Knee jerk response without departmental coordination	1. State of the art DDMA and UFC to be made active in the DC office 2. Institutional framework to be worked out 3. Standard SOP to be put in place	DC + GMC	3 months
11.	Low public awareness	Mock drills, DM audit, Awareness generation, Capacity Building & training, Documentation	Under DC, activities can be organized	Over the next 6 months

### 3. Guwahati Landslide Mitigation Project:



Another important project undertaken by DDMA, Kamrup (M) is the Guwahati Landslide Mitigation Project. The action plan of the project are as follows:

1. An immediate assessment of available database on Guwahati to be taken up and most vulnerable sites identified.
2. Catalogue to be developed on easily available and implementable local slope stabilization techniques like drainage improvements, bio stabilization etc.
3. Rapid Visual Screening of sites including critical slope analysis along a profile to be made as an immediate task to narrow down and prioritize the areas for mitigation measures.
4. Study of each active/potential LS sites preferably in consultation with the scientists who have conducted the study (if any) and preparation of Mitigation Plan (like improving drainage system, other soil conservation work, plantation etc.) for each LS.
5. Suggestions for further studies that could be conducted in the existing LS sites or new studies to be taken up on new potential sites that come to notice.
6. Design immediate stabilization measures for all vulnerable sites that pose danger to life; implement slope stabilization measures and establish performance monitoring protocol for the stabilization measures installed at the pilot site.
7. Undertake mitigation works on ground by concerned agencies.
8. Considering that anthropogenic action is the most significant preparatory factor for landslides in Guwahati, mass awareness campaigns to be undertaken.
9. Integrate landslide vulnerability into the development plans of Guwahati Metropolitan Development Authority (GMDA), including the proposed extensions as stipulated in the GMDA Masterplan-2025.

For proper implementation of the Guwahati Landslide Mitigation Project (GLMP), a project implementation Committee has been formed, constituting of the following officers, which will coordinate with the concerned department. The programme implementation Committee is as follows:

1. Deputy Commissioner, Kamrup Metro, Chairman
2. Commissioner, GMC, Member
3. Chief Executive Officer, GMDA, Member
4. Sri D.J. Das, ADC, Kamrup Metro, Project Coordinator
5. Smti. Bijoya Choudhury, ADC, Kamrup Metro, Associate Project Coordinator
6. Executive Engineer, Water Resource, Kamrup Metro
7. Executive Engineer, PWD(Road), Kamrup Metro
8. DFO, Guwahati Social Forestry Division
9. DFO, Guwahati (E) Forest Division
10. Executive Engineer, Inland Water Transport, Kamrup
11. Circle Officers, Guwahati/Dispur/Sonapur/Azara/Chandrapur/ North Guwahati
12. Executive Engineer, ASEB
13. Divisional Officer, Soil Conservation Department, Guwahati
14. Any other member to be co opted as per requirement.

An advisory Committee for landslide hazard mitigation and risk reduction in the state as follows:

1. Principal Secretary, revenue and Disaster Management Chairman
2. Principal Secretary, Department of Mines and Minerals Member
3. Principal secretary, Urban Development department Member
4. Chief Executive Officer, ASDMA, Member Secretary
5. Commissioner and Secretary, GDD Member
6. Commissioner and Secretary, Department of Mines and Minerals Member
7. Director, Directorate of Geology and Mines Member
8. Director, GSI Member
9. Deputy Commissioner and Chairman, DDMA, Kamrup Metro Member
10. Prof. Chandan Mahanta, IIT, Guwahati Member
11. Head of the Department, Geology Department, Gauhati University Member

## **DISASTER MANAGEMENT PLAN FOR WATER TREATMENT PLANTS**

It is universally recognized that in the aftermath of a disaster it is essential that water supply and sanitation systems are operational as soon as possible to minimize the outbreak of disease that may exacerbate a disaster.

In the past decade, changing climate patterns, rapidly growing populations and increasing pressures on limited natural resources in many countries have produced a crisis of damage and pollution to, and depletion of these resources most necessary for basic life support, especially freshwater. The economic and public health implications of the crisis have provoked an urgent need for greatly improved management, planning, operation, and maintenance in the water supply and sanitation sector, associated environmental protection, and conservation of both surface and groundwater resources along with disaster mitigation and management planning.

### **DEPARTMENTAL ROLE AND JURISDICTION OF GUWAHATI (PHE) DIVISION NO.1:-**

The Guwahati (PHE) Division No.1 has one Sub-Division to carry out departmental activities under Kamrup Metro district. The name and the respective jurisdiction of the PHE sub-division are as mentioned below:-

Guwahati (PHE) Sub-Division is headed by an Assistant Executive Engineer (PHE). The blocks under the sub-division are- Dimoria, Chandrapor & Rani Dev.block.

The Sub-Division is divided in 7 sections and each section is headed by a Section Officer of the rank of Junior Engineer or Assistant Engineer (PHE).

### **STEPS ENFORCED BY OUR DEPARTMENT FOR PREPAREDNESS AGAINST DISASTER:-**

- 1) The extensive nature of distribution systems increases their risk to natural hazards such as earthquakes, floods, cyclones and landslides. Pipeline failures and leakages are common results of natural hazards. Thus water is wasted and does not reach the areas where it is required. As such the distribution systems of pipelines are also kept under maintenance supervision, so that no large outbreak of water occurs during disaster.
- 2) Structural damage and operational failure may occur from natural disasters resulting in the buildup and overflow of untreated water. All water retaining structures are designed to standards that consider damage by extreme natural forces. Water-treatment plants are provided with by-pass facilities to enable untreated water to be supplied in case of prolonged treatment plant problems. In the aftermath of a disaster, untreated water is better than no water at all. In those circumstances water utilities can issue instructions to the public to boil water used for drinking and cooking.
- 3) The water treatment plants located at various locations in the district are kept under maintenance supervision and necessary renovation works are implemented.
- 4) Steps are also taken for renovation works in case of water supply tanks, where there may be occurrences of major leakages, thus preventing the outbreak of water logging and epidemics.
- 5) Supply sources of potable drinking water are surveyed and located, so that after any occurrences of disaster, water can be supplied to the affected people from these sources.

6) Ground movements following earthquakes may affect groundwater wells, boreholes and galleries causing them to collapse, damage pipe work and change alignment. Changes to water quantity and quality may result and hence this are closely monitored.

7) The collection of rainwater from both individual homes and public buildings is encouraged by utilities as a “drought proofing” measure. In most cases this provides some relief for utilities with limited water resources.

**SCOPE OF DISASTER RELIEF ACTIVITIES TO BE TAKEN BY THE DEPARTMENT IN THE EVENT OF A DISASTER:**

The department is the nodal agency with respect to water supply and sanitation. Hence the main activities of the department are confined to setting up temporary water supply sources in relief camps and in places where substantial number of evacuees take shelter, restoration of water supply sources, disinfection of water supply sources, and elementary disinfection in relief camps and I.E.C. activities to educate the general populace about the perils of water borne diseases and the means to be adopted to maintain personal hygiene.

The department also takes up certain post disaster activities like restoration of affected water supply sources damaged in the course of disaster.

Moreover the department has also procured a Mobile Treatment Plant which can be of great help and wisely utilized in the affected places of disaster as and when required.

**BLOCKWISE LIST OF OFFICERS AND STAFF UNDER GUWAHATI (PHE) DIVISION NO: 1 WHO CAN BE CONTACTED IN THE EVENT OF DISASTER:**

<b>NAME OF BLOCK</b>	<b>NAME OF SECTION OFFICER</b>	<b>CONTACT NUMBER</b>
DIMORIA BLOCK	SRI DURLOV BARUA	9435731277
DIMORIA BLOCK	SRI ANKUR CHAUDHURY	9706003113
DIMORIA BLOCK	SRI PRASANNA HAZARIKA	9435303046
CHANDRAPUR BLOCK	SRI ATISH D. CHAKRAWARTY	9435112025
RANI BLOCK	SRI PRADIP KALITA	9864068289

Due to repeated flood and warning from several agencies for probability of Earthquake in the ream, there is likelihood of loss of live and property including epidemic situation after the calamities. To minimize the suffering of the humanity during the calamities, our department has taken the above mentioned steps and moreover it has been initiating more effective plans and programmers for better preparedness and lesser damage to society

## **ANNEXURE- III**

### **DISASTER TERMONOLOGIES**

#### **1. Disaster**

Disaster is defined as the occurrence of a sudden or major misfortune, which disrupts the basic fabric and normal functioning of a society (community). It is an event or series of events which gives rise to casualties and/ or damage or loss of property, infrastructure, essential services or means of livelihood on a scale that is beyond the normal capacity of the affected communities to cope with unaided.

## 2. Hazards

Hazards are defined as “Phenomena that pose a threat to people, structure or economic assets and which may cause a disaster. They could be either manmade or natural occurring in our environment.

## 3. Vulnerability

It is defined as “the extent to which a community, structure, service and geographic area is likely to be damaged or disrupted by the impact of particular hazard, on account of their nature, construction and proximity to hazardous terrain or a disaster prone area”. The degree of vulnerability depends on the condition of human settlements and the infrastructure, the way in which public policy and administration is engaged in disaster management, the level of information and education available about various hazards and how to deal with them.

## 4. Types of Vulnerability

Physical vulnerability: It relates to the physical location of people and elements at risk buildings, infrastructures etc and their proximity to the hazard. Socio-economic Vulnerability; This relates to the degree to which a population is affected by the calamity in relation to the prevailing social and economic conditions. The impact of a disaster is determined by the event, its effects on people and their environment, as well as the consequential effect on human activities within a given society.

## 5. Capacity

Capacity is the resources of individuals, households and communities to cope with a threat or resist the impact of a hazard.

## 6. Risk

Risk is a measure of the expected losses due to a hazard/ event of particular magnitude occurring in a given area over a specific time period. Risk is a function of the probability of particular occurrences and the losses each would cause.

$$H \times V - C = R$$

## 7. CLASSIFICATION OF HAZARDS:

The High Power Committee of the Govt. of India has classified the hazards as follows

1. Water and Climate Related	1. Floods and Drainage management 2. Cyclones
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	<ul style="list-style-type: none"> <li>3. Tornadoes &amp; Hurricanes</li> <li>4. Hailstorm</li> <li>5. Cloud burst</li> <li>6. Snow Avalanches</li> <li>7. Heat &amp; cold Waves</li> <li>8. Thunder &amp; Lightning</li> <li>9. Sea Erosion</li> <li>10. Droughts</li> </ul>
2. Geological Related	<ul style="list-style-type: none"> <li>11. Earthquakes</li> <li>12. Landslides &amp; Mudflows</li> <li>13. Dam Bursts &amp; Dam Failures</li> <li>14. Mine Fires</li> </ul>
3. Chemical Industrial and Nuclear Related	<ul style="list-style-type: none"> <li>15. Chemical and Industrial Disasters</li> <li>16. Nuclear Disasters</li> </ul>
4. Accident Related	<ul style="list-style-type: none"> <li>17. Road, Rail and other Transportation accidents including Waterways</li> <li>18. Mine Flooding</li> <li>19. Major Building Collapse</li> <li>20. Serial Bomb Blasts</li> <li>21. Festival Related Disasters</li> <li>22. Urban Fires</li> <li>23. Oil Spill</li> <li>24. Village Fires</li> <li>25. Boat Capsizing</li> <li>26. Forest Fires</li> <li>27. Electrical Disasters &amp; Fires</li> </ul>
5. Biological related	<ul style="list-style-type: none"> <li>28. Biological Disaster &amp; Epidemics</li> <li>29. Flood Poisoning</li> <li>30. Cattle Epidemics</li> <li>31. Pest Attacks</li> </ul>

## **ANNEXURE- IV**

# **OPERATIONAL GUIDELINES OF WHAT TO DO DURING DISASTERS**

## **1. Earthquakes**

Earthquakes usually give no warning at all.

### **Before the earthquake**

1. Now is the time to formulate a safety plan for you and your family. If you wait until the earth starts to shake, it may be too late. Consider the following safety measures:
2. Always keep the following in a designated place: bottled drinking water, non-perishable food, first-aid kit, torch-light and battery-operated radio with extra batteries.
3. Teach family members how to turn off electricity, gas, etc.
4. Identify places in the house that can provide cover during an earthquake.
5. It may be easier to make long distance calls during an earthquake. Identify an out-of-town relative or friend as your family's emergency contact. If the family members get separated after the earthquake and are not able to contact each other, they should contact the designated relative/friend. The address and phone number of the contact person/relative should be with all the family members.
6. Safeguard your house
7. Consider retrofitting your house with earthquake-safety measures \Reinforcing the foundation and frame could make your house quake resistant. You may consult a reputable contractor and follow building codes.
8. Kutchha buildings can also be retrofitted and strengthened.

### **During quake**

1. Earthquakes give no warning at all. Sometimes, a loud rumbling sound might signal its arrival a few seconds ahead of time. Those few seconds could give you a chance to move to a safer location. Here are some tips for keeping safe during a quake. Take cover. Go under a table or other sturdy furniture; kneel, sit, or stay close to the floor. Hold on to furniture legs for balance. Be prepared to move if your cover moves.
2. If no sturdy cover is nearby, kneel or sit close to the floor next to a structurally sound interior wall. Place your hands on the floor for balance.
3. Do not stand in doorways. Violent motion could cause doors to slam and cause serious injuries. You may also be hit by flying objects.
4. Move away from windows, mirrors, bookcases and other unsecured heavy objects.
5. If you are in bed, stay there and cover yourself with pillows and blankets
6. Do not run outside if you are inside. Never use the lift.
7. If you are living in a kutchha house, the best thing to do is to move to an open area where there are no trees, electric or telephone wires.

### **If outdoors:**

1. Move into the open. away from buildings, streetlights, and utility wires. Once in the open, stay there until the shaking stops.
2. If your home is badly damaged, you will have to leave. Collect water, food, medicine, other essential items and important documents before leaving.



3. Avoid places where there are loose electrical wires and do not touch metal objects that are in touch with the loose wires.
4. Do not re-enter damaged buildings and stay away from badly damaged structures.

### **If in a moving vehicle:**

Move to a clear area away from buildings, trees, overpasses, or utility wires, stop, and stay in the vehicle. Once the shaking has stopped, proceed with caution. Avoid bridges or ramps that might have been damaged by the quake.

### **After the quake:**

1. Here are a few things to keep in mind after an earthquake. The caution you display in the aftermath can be essential for your personal safety.
2. Wear shoes/chappals to protect your feet from debris
3. After the first tremor, be prepared for aftershocks. Though less intense, aftershocks cause additional damages and may bring down weakened structures. Aftershocks can occur in the first hours, days, weeks, or even months after the quake.
4. Check for fire hazards and use torchlight's instead of candles or lanterns.
5. If the building you live in is in a good shape after the earthquake, stay inside and listen for radio advises. If you are not certain about the damage to your building, evacuate carefully. Do not touch downed power line.
6. Help injured or trapped persons. Give first aid where appropriate. Do not move seriously injured persons unless they are in immediate danger of further injury. In such cases, call for help. Remember to help your neighbors who may require special assistance-infants, the elderly, and people with disabilities.
7. Listen to a battery-operated radio for the latest emergency information.
8. Stay out of damaged buildings.
9. Return home only when authorities say it is safe. Clean up spilled medicines, bleaches or gasoline or other flammable liquids immediately. Leave the area if you smell gas or fumes from other chemicals. Open closet and cupboard doors cautiously.
10. If you smell gas or hear hissing noise, open windows and quickly leave the building. Turn off the switch on the top of the gas cylinder.
11. Look for electrical system damages - if you see sparks, broken wires, or if you smell burning of amber, turn off electricity at the main fuse box. If you have to step in water to get to the fuse box, call an electrician first for advice.
12. Check for sewage and water lines damage. If you suspect sewage lines are damaged, avoid using the toilets. If water pipes are damaged, avoid using water from the tap.
13. Use the telephone only for emergency calls.

In case family members are separated from one another during an earthquake (a real possibility during the day when adults are at work and children are at school), develop a plan for reuniting after the disaster. Ask an out of state / district relative or friend to serve as the "family contact". Make sure everyone in the family knows the name, address, and phone number(s) of the contact person (s).

## **2. Floods**

### **Basic Safety Precaution to be taken:**

1. Listen to radio/ TV for the latest weather bulletins and flood warnings. Pass on the information to the others.
2. Make a family emergency kit which should include; a portable radio/ transistor, torch, spare batteries, a first aid box along with essential medicines, ORS, dry food items, drinking water, matchboxes, candles and other essential items.
3. Keep hurricane lamp, ropes, rubber tubes, umbrella and bamboo stick in your house. These could be useful.
4. Keep your cash, jewellery, valuables, important documents etc. in a safe place.

5. If there is a flood, move along with family members and cattle to safe areas like relief camps, evacuation centres, elevated grounds where you can take shelter.
6. Turn off power and gas connections before leaving your house.

### **During floods:**

- Don't enter into flood waters; it could be dangerous.
- Don't allow children to play in or near flood waters.
- Stay away from sewerage line, gutters, drains, culverts etc.
- Be careful of snakes; snakebites are common during floods.
- Stay away from electric poles and fallen power-lines to avoid electrocution.
- Don't use wet electrical appliances — get them checked before use.
- Eat freshly cooked and dry food. Always keep your food covered.
- Use boiled and filtered drinking water.
- Keep all drains, gutters near your house clean.
- Stagnation of water can breed vector/ water-borne diseases. In case of sickness seek medical assistance.
- Use bleaching powder and lime to disinfect the surroundings.

### **3.Landslides:**

#### **Areas generally prone to landslides**

- On existing old landslides
- On or at the base of slopes
- In or at the base of major drainage hollows
- At the base or top of an old fill slope
- At the base or top of a steep cut slope
- Developed hill sites where leach field septic systems are used

#### **Areas those are typically safe from landslides**

- On hard and non jointed bed rocks that have not moved in the past
- On relatively flat lying areas away from sudden changes in slope angle
- At the top or along the nose of ridges, set back from the top of the slopes

#### **Features that might be noticed prior to major land sliding**

- Springs, seeps or saturated ground in areas that have been not typically been wet before
- New cracks or unusual bulges in the ground, street pavements or sidewalls
- Soil moving away from foundations
- Ancillary structures such as decks and patios tilting and /or moving relative to the main house
- Tilting or cracking of concrete floors and foundations, broken waterlines and other underground utilities
- Leaning telephone poles, trees, retaining walls and fences
- Sunken or dropped road beds
- Rapid increase in creek water levels, possibly accompanied turbidity
- Sticking doors and windows and visible open spaces indicating jambs and frames out of plumb.

#### **What to do if you suspect imminent landslide danger**

- Contact your local fire, police or public works departments
- Inform affected neighbours
- Evacuate- Quickly move away from the path of landslides or debris flow

## **What to do after landslide**

- Stay away from slide area, there may be danger of additional slides
- Check for injured or trapped persons near the slide, without entering the direct slide area. Direct rescuers to the location • Help the neighbours
- Listen to local radio/ television for emergency information
- Look for broken utility lines such as telephone, electrical lines, water pipes etc and report to authorities
- Check gas leakage from cylinders
- Check the building for damages

## **4. Fire Hazard**

### **A) High-Rise Fires**

- Calmly leave the apartment, closing the door behind you. Remember the keys!
- Pull the fire alarm near the closest exit, if available, or raise an alarm by warning others.
- Leave the building by the stairs.
- Never take the elevator during fire

### **If the exit is blocked by smoke or fire:**

- Leave the door closed but do not lock it.
- To keep the smoke out, put a wet towel in the space at the bottom of the door.
- Call the emergency fire service number and tell them your apartment number and let them know you are trapped by smoke and fire. It is important that you listen and do what they tell you.
- Stay calm and wait for someone to rescue you.

### **If there is a fire alarm in your building which goes off:**

- Before you open the door, feel the door by using the back of your hand. If the door is hot or warm, do not open the door.
- If the door is cool, open it just a little to check the hallway. If you see smoke in the hallway, do not leave.
- If there is no smoke in the hallway, leave and close the door. Go directly to the stairs to leave. Never use the elevator.

### **If smoke is in your apartment:**

- Stay low to the floor under the smoke.
- Call the Fire Emergency Number which should be posted near your telephone along with police and other emergency services and let them know that you are trapped by smoke.
- If you have a balcony and there is no fire below it, go out.
- If there is fire below, go out to the window. **DO NOT OPEN THE WINDOW** but stay near the window.
- If there is no fire below, go to the window and open it. Stay near the open window.
- Hang a bed sheet, towel or blanket out of the window to let people know that you are there and need help.
- Be calm and wait for someone to rescue you.

### **B) Kitchen Fires:**

It is important to know what kind of stove or cooking oven you have in your home — gas, electric, and kerosene or where firewood is used. The stove is the No. 1 cause of fire hazards in your kitchen and can cause fires, which may destroy the entire house, especially in rural areas where there are thatched roof or other inflammable materials like straw kept near the kitchen. For electric and gas stoves ensure that the switch or the gas valve is switched off/turned off immediately after the cooking is over. An electric burner remains hot and until it cools off, it can be very dangerous. The oven using wood can be dangerous because burning embers remain. When lighting the fire on a wooden fuel oven, keep a cover on the top while lighting the oven so that sparks do not fly to the thatched roof. After the cooking is over,

ensure that the remaining fire is extinguished off by sprinkling water if no adult remains in the kitchen after the cooking. Do not keep any inflammable article like kerosene near the kitchen fire.

### **Important Do's in the Kitchen:**

- Do have an adult always present when cooking is going on the kitchen. Children should not be allowed alone.
- Do keep hair tied back and do not wear synthetic clothes when you are cooking.
- Do make sure that the curtains on the window near the stove are tied back and will not blow on to the flame or burner.
- Do check to make sure that the gas burner is turned off immediately if the fire is not ignited and also switched off immediately after cooking.
- Do turn panhandles to the centre of the stove and put them out of touch of the children in the house. • Do ensure that the floor is always dry so that you do not slip and fall on the fire.
- Do keep matches out of the reach of children. Important Don'ts:
- Don't put towels, or dishrags near a stove burner.
- Don't wear loose fitting clothes when you cook, and don't reach across the top of the stove when you are cooking.
- Don't put things in the cabinets or shelves above the stove. Young children may try to reach them and accidentally start the burners, start a fire, catch on fire.
- Don't store spray cans or cans carrying inflammable items near the stove.
- Don't let small children near an open oven door. They can be burnt by the heat or by falling onto the door or into the oven.
- Don't lean against the stove to keep warm.
- Don't use towels as potholders. They may catch on fire.
- Don't overload an electrical outlet with several appliances or extension cords. The cords or plugs may overheat and cause a fire.
- Don't use water to put out a grease fire. ONLY use baking soda, salt, or a tight lid. Always keep a box of baking soda near the stove.
- Don't use radios or other small appliances (mixers, blenders) near the sink. COMMON TIPS:
- Do keep the phone number of the Fire Service near the telephone and ensure that everyone in the family knows the number.
- Do keep matches and lighters away from children.
- Do sleep with your bedroom closed to prevent the spread of fire.
- Do you know that you should never run if your clothes are on fire and that you should - "STOP — DROP-ROLL."

## **5 Lightning and Thunderstorm:**

Danger during thunderstorms Lightning claims quite a few lives and injures many every year. Quite a large number of injuries from the electric shock received while using fixed telephones during thunderstorms. Take these precautions during thunderstorms:

### **Take action now**

- Consult an electrician for advice on lightning conductors required for your house. If caught outdoors
- If you hear thunder 10 seconds after a lightning flash, it is only about three kilometres away. The shorter the time, the closer the lightning, so find shelter urgently:
- Seek shelter in a hardtop (metal-bodied) vehicle or solid building but avoid small open structures or fabric tents.
- Never take shelter under a small group of (or single) trees.
- If far from any shelter, crouch (low, feet together), preferably in a hollow. Remove metal objects from head / body. Do not lie down flat but avoid being the highest object.
- If your hair stands on end or you hear 'buzzing' from nearby rocks, fences. etc, move immediately. At night, a blue glow may show if an object is about to be struck.
- Do not fly kites during thunderstorms.

- Do not handle fishing rods, umbrellas or metal rods, etc.
- Stay away from metal poles, fences, clotheslines etc.
- Do not ride bicycles or travel on open vehicles.
- If driving, slow down or park away from trees, power lines, stay inside metal-bodied (hard top) vehicles or in a pucca building but do not touch any metal sections.
- If in water, leave the water immediately.
- If on a boat, go ashore to a shelter as soon as possible.
- Be sure the mast and stays of the boat are adequately secured.

### **If you are indoors**

- Before the storm arrives, disconnect external aerial and power leads to radios and television sets. Disconnect computer modems and power leads.
- Draw all curtains and keep clear of windows, electrical appliances, pipes and other metal fixtures (e.g. do not use the bath, shower, hand basin or other electric equipments)
- Avoid the use of fixed telephones. In emergencies, make calls brief, (do not touch any metal, brick or concrete) and do not stand bare foot on concrete or tiled floors.

### **First Aid**

Apply immediate heart massage and mouth-to-mouth resuscitation to lightning victims until medical help arrives. (You won't receive a shock from the victim).

### **Lightning facts and myths**

- When struck, people do not glow or fry to a crisp but the heart and breathing are often affected.
- Only about 30% of people struck actually die, and the incidence of long-term disability is low, particularly when appropriate first aid is applied promptly.
- If your clothes are wet, you are less likely to be seriously injured if struck, as most of the charge will be conducted through the wet clothes rather than your body.
- Lightning can, and often does, strike more than once in the same place.

## CHAPTER 9

### ANNEXURE- I

#### 9.1 List of Important Telephone Numbers

Sl. No	Name of the person	Designation	Contact Details
1	Ashutosh Agnihotri	DC Kamrup (M) & Chairman, DDMA	9435049546
2	Dhrubajyoti Das	ADC & CEO, DDMA, Kamrup (M)	9435183744
3	Mrinal Gogoi	ADC, kamrup (M)	9435037077
3	N. Upadhaya	ADC, kamrup (M)	9435036248
4	S. Biswanathan	ADC, kamrup (M)	
5	Ms. Bijoya Chaudhury	ADC, kamrup (M)	9854066183
6	D. J. Borkotoky	SDO ©, kamrup (M)	9435059307
7	Nibedan das Patowary	Circle Officer, Azara	9435186322
8	Prasanta Pratim Kathkotia	Circle Officer, North Ghy	9435056682
9	Prasanta Borkakoty	Circle Officer, Chandrapur	9864141629
10	Sidhartha Goswami	Circle Officer (A), Dispur	9435090775
11	Anuja Bhuyan	Circle Officer (A), Guwahati	9864063797
12		Commissioner, GMC	
13	R. Baruah	Jt. Commissioner, GMC	9854042860
14	Pabitra Dutta	Comndt. Home Guard	9435479912
15	Bibekananda Das	SP, Traffic	9435377335
16	A.J. Baruah	SSP, guwahati	9435049541
17	Swapneel Deka	Addl. SP, Guwahati	9435048555
18	Alok Kr. Singh	Commandant, NDRF, Patgaon	9435545951
19	Marut Pandey	Asst. Commandant, NDRF	9435424491
20	Kaustav Talukdar	Project Officer, DDMA	9401054679
21	G. Mahanta	Dy. Controller, CD	9435004161
22	Pabitra Dutta	Commdt. Home Guards	9435479912
23	Mun Kr. Das	Coy. Commandar, Home Guard	9435041329

## 9.2 List of Police Stations and Contact details

Sl.No.	Name of the Police Station	Contact Details
1	SP,City	03612546286(Off.)
2	Police Control Room	100/0361 2540138/2540113
3	Jalukbari PS	0361 2570522
4	Bharalumukh PS	0361 2540137
5	Fatashil Ambari PS	0361 2471412
6	Panbazar PS	0361 2540106
7	Paltan Bazar PS	0361 2540126
8	Latasil PS	0361 2540136
9	Chandmari PS	0361 2660204
10	Noonmati PS	0361 2550281
11	Geeta Nagar PS	3612557323
12	Dispur PS	0361 2261510
13	Basistha PS	3612302158
14	Woman PS	3612524627

Sl.No	FIRE BRIGADE	Contact No.
1	Fire Emergency	101
2	Air Port	2638386
3	Chandmari	2550489
4	Dispur	2260221
5	Mirza	912300089
6	New Guwahati	2550168
7	Noonmati (Refinary)	2558454
8	North Guwahati	2690768
9	Panbazar	2540117, 2540222
10	Pandu	2570888
11	Railway Station	2540117
12	Santipur	2637680

### 9.3 List of Civil Defence Warden :

Sl No	Name of Post Warden	Phone No	Name of Dy. Post Warden	Post No.	Phone No	Area
1	Dr. Hari Charan Medhi VIP Road,Azara	2840001, 98540- 69315	Dr. Debesh Ch. Kalita. Deka Para, Azara	01	98648- 79222	LGBI Air Port Barjhar Kahikushi Upto Azara,PS
2	Sri Mahendra Mohan Das, Garigaon	94350- 19237	Sri Suren Das,Garigaon	02	99540- 68688	West Part of GMC ward No.1 Divided from Assam Forest School,Brahmaputa River
3	Md.Kudrat Ali, Garigaon	0361- 2700074	Md. Asraf Ali, Garigaon	03	98641- 59340	East part of GMC Ward No. 1
4	Md.Sarifullah, North Jalukbari	0361- 2571373	Md.Ibrahim Ali, North Jalukbari	04	98641- 37272	GMC Ward No.2
5	Prof. Amal Kanti Raha, Kamakhya Coloney	98640- 35108	Sri Monoj Kumar Das, Pandu Coloney, No.-4	05		GMC Ward No.3
6	Prof.Samir Das Ananda nagar	94350- 44902	Sri Debabrata Das, Pandu Adabari Coloney Near Baruah School	06	94350- 40341	North part of GMC Ward No.5 upto AT Road.
7	Sri Dijen Lahkar, Pandu	94351- 47941 98541- 94439	Sri Uttam Das, Pandu	07	97070- 98295	GMC Ward No.-9
8	Sri. Kamalesh Gupta Bibakananda L.P. School, Maligaon	0361- 2570917	Sri Tapan Kr. Sahu Maligaon Gate No.3	08	98644- 35454	South part of GMC Ward No.5 & all part of GMC Ward No.8
9	Sri Satish Ch. Das Gota Nagar		Sri Mrinal Das, Gota Nagar	09	94354- 00266	GMC Ward No.10 & East part of the GMC Ward No.2
10	Sri Nabakanta Sharma, Kamakhya Gate	99540- 63213	Sri Tara Nath Sarmah, Kamakhya	10	98640- 56491	GMC Ward No.-7
11	Sri Nikhil Das, Maligaon Gosala Near Sant Mandir	98641- 59409	Sri Hara Dhan Chakraborty, Nambari Rly Coloney	11	99541- 09564	GMC Ward No.- 9
12	Sri Manik Sarmah Swahid Joy Charan Path	98640- 34741 97076- 79927	Sri Rakhhal Kumar Sharmah Maligaon	12	96130- 79971	South Part of GMC Ward No.12
13	Sri Hemanta Das Durga Sarubar	99575- 65567 99543- 96979	Sri Laxmi Kanta Das Durga Sarubar	13	98641- 06793	North & East part of the GMC ward No.12,Durga Sarubar NC & Bharalu NC



14	Sri Prasana Mallah Buzar Baruah Kumarpara	98643- 27197 98545- 09681	Sri Kumud Ch. Barman Kumarpara	14	98644- 13451	GMC Ward No.11 upto Bharalu river.
15	Md. Sazid Ahmed TRP Road, Machkhowa	98591- 80488	Sri Arup Choudhury, Athgaon, Phukhuripara	15	99540- 05869	GMC Ward No. 18 & 31
16	Sri Enamul Haque, SS Road Lakhtokia	0361- 2634593 97061- 09317	Md. Tassaduque Ali, Lakhtakia	16	98640- 16389	GMC ward No.- 29,30 & 31
17	Sri Rup Jyoti Hazarika, Uzanbazar, S R S Road	0361- 2635449 99571- 88131	Sri Madhab Das Kharghuli,Kamala Coloney	17	97072- 00072	GMC Ward No.-33
18	Sri. Hareswar Deka, Kharghuli	98640- 89859	Sri Trailokya Ranjan Deka Kharghuli	18	98642- 61552	GMC Ward No.34
19	Sri Brajen Mudai Chenikhuthi	0361- 2665361 98541- 52609	Sri Kankesh Bhattacharya Chandan Giri	19	98645- 08258	GMC Ward No.-35
20	Sri Dilip Sharmah Kharghuli		Sri Dilip Kr Sharmah (2) Kharghuli	20	98591- 74746	GMC Ward No.-37 & 38
21	Sri Debendra Nath Sarmah, Jyotinagar	0361- 2558926 98641- 18796	Sri Naba Jyoti Sharmah, Jyotinagar	21	94351- 10034	GMC Ward No.- 40 & 47
22	Sri Gopal Das, Noonmati	98640- 41227	Sri Pradip Talukdar Noonmati	22	94350- 49958	GMC Ward No.-46
23	Sri Dhanjit Patowary Rihabari Hari Har Coloney	98640- 96790 99540- 70338	Sri Bhupendra Nath Chakrabarty Chabipul, Bilpar	23		GMC Ward No.-27 & 28
24	Mrs.KalpanaMazumdar(kakati). Rihabari	0361- 2636934 98640- 94181	Sri Nayan Talukdar Rihabari	24	94350- 48370	GMC Ward No-32
25	Sri Biswajit Mitra Railway Colony	94012- 26623 94350- 41343	Sri Arup Das, Railway Colony	25	98641- 38371	GMC Ward No.-36
26	Vacant		Sri Khagen Bhuyan, Gandhi Basti	26		GMC Ward No.- 39
27	Prof. Dharmaprasad Phukan, Zoo Narengi Road	98640- 38214	Sri Likeneswar Gatowar, Guwahati	27	98641- 37023	GMC Ward No.-45 & 48
28	Vacant		Sri Susen Ch. Dhali	28	94354- 03119	GMC Ward No.- 14,20 & 21

29	Sri. Samarjit Mandal Kalaphar	98644-84762	Sri Sambhu Dey, Fatasil Ambari Kalaphar	29	99572-20388	GMC Ward No.- 25
30	Sri Abir Patra, Ulubari	0361-2464501 98640-97742	Sri Ajit kr. Sarmah, Birubari	30	98643-28728	GMC Ward No.-26
31	Sri Debeswar Sarmah Tarun Nagar	0361-2529815 99543-54347	Sri Tilakeswar Jha, Tarun Nagar	31	99545-86540	West part of GMC Ward No.-41 & 42.
32	Sri Gopal Baruah Chandmari	98640-37979	Sri Suneswar Kalita, Narikalbasti	32	0361-2413698	East part of GMC Ward No.41 from fly over.
33	Prof. Kamala Kalita Mathgharia Ghy - 20	94350-48798	Sri Bhuban Saikia, Gita Nagar, MT Rd, Amayapur, PO & PS-Gitanagar, Ghy-20	33	98590-69138 98642-54618	GMC Ward No.-49
34	Sri Surajit Boro Rup Nagar	99547-44843	Sri Dalim Ch. Pathak, Birubari Janakpur	34	94351-17412	GMC Ward No.-22 & 23.
35	Sri Haradeep singh Bedi, Ganeshguri, Dispur	98640-56949	Miss Rasma Begum, Ganeshguri	35	98640-68255	GMC Ward No.-25
36	Sri Rupeswar Thakuria Ganeshguri, Dispur	0361-2260065 98541-58049	Sri. Bishnu Boro, Ganeshguri	36	98642-16931	GMC Ward No.-43
37	Sri. Hem Injal Japrigog, Nayanpur	98645-03347	Sri Kushal Changmai, Upper Hengrabari.	37		GMC Ward No.44 & 50
38	Sri Promod Daimari, Ganeshpara	98642-11209	Sri Pranab Ch. Daimari, Goneshpara	38	0361-2470573	GMC Ward No.-11
39	Sri Gautam Boro Narakasur	94351-98659	Sri Mridul Rahang, Narakasur	39	99577-97424	East part of GMC Ward No.15 & 16
40	Sri Chitra Rabha Udalbakra	98642-11209	Sri Santiram Deka, Lalgonesh, Sunaighuli	40	98591-92625	East part of GMC 15 & 16 upto Dhalbama
41	Sri Sanjay Sharmah Last Gate	98640-65643	Sri Dimbeswar Chakrabarty, Dispur	41	98641-07695	GMC Ward No.-59
42	Sri Uttam Bhuyan Hatigaon, Kheali Path	98640-85903	Sri Birsing Boro, Karakuchi	42	98642-00490	GMC Ward No.60
43	Sri Medhi ranchan Lakhara	98641-78642	Sri Niren Ch. Mech, Betkuchi	43	98542-93733	GMC Ward No.-17
44	Sri Mrigendra Nath Choudhary, Pathar Kuari	0361-2649041 98591-21146	Sri Dembeswar Kalita Pathar Kuari	44	94353-01785 99571-02018	East Part of GMC Ward No. 51 & 52
45	Sri Paresh Neog, Rukmini Nagar	98640-53744	Mrs. Manjula Kalita, Rukmini Nagar	45	0361-2269717	GMC Ward No.57

46	Sri Surendra Kalita Panjabari	0361-2331570	Sri Kamala Kalita Juripar	46	0361-2334752	GMC Ward No.-51 & 53
47	Sri Ranjan Talukdar, Bagharbari, Panjabari	99573-75373	Sri Naba Dutta , Panjabari Namghar Path	47	98592-57657	GMC Ward No.-54
48	Sri Suren Patra, Beltola	0361-2307192	Sri Deepak Medhi, Bangaon	48	0361-2309422 98644-00445	GMC Ward No-55 & 58
49	Sri Puspa Kanta Medhi, Barsajai	0361-2300022 98640-73615	Sri Doso Ram Kalita, Ganesh Nagar	49	94353-05056	GMC Ward No-56 upto Basistha Temple
50	Sri Molin Das, Khanamukh , Azara	98545-22853	Sri Hari Narayan Baishya, Kalita Para, Azara	50	98641-57034	Azara Police Station to Khanamukh & Mirjapur to Dharapur Chariali
51	Sri Kunud Das, Bamunimaidam	98641-53508	Sri Sisupal Nath, Bamunimaidam	51	98646-24131	North West part of GMC Ward No-49
52	Sri Ramesh Ch. Shill, Satgaon	99540-99946	Sri Golok Kalita, Satgaon	52	99573-73353	East part name Ward No.52 and West Part Ward No. 51
53	Sri Jogesh Rajbongshi, Garchuk	98641-30486	Sri Ranjit Ch. Boro, Garchuk	53	99542-01491	North Part of GMC Ward No.- 10 and West part of GMC ward No-2
54	Under Process		Sri ..... Ganesh Nagar & Patarkuchi	54		South Part of GMC Ward No.56
55	Under Process		Sri ..... Bishnu Rabha Path area(Maidamgaon)	55		South part of GMC Ward No-58 West part of GMC Ward No-56
56	Under Process		Sri ..... Natbama Area	56		East part of GMC Ward No-17, South part of GMC Ward No-60
57	Under Process		Sri ..... Pachim Jalukbari Area	57		South Part of GMC Ward No-2, West Part of GMC Ward No.2
58	Under Process		Under Process	58		GMC Ward No.44 and East part of GMC Ward No.42
59	Under Process		Under Process	59		GMC Ward No.6

## **9.4 List of Print Media Persons :**

Name Of Media House	Name of Reporter	Contact No
The Assam Tribune		
	Sanjay Rai	
	Sibashis Thakur	9864060193
	Probal Das	9435042009
	Samarendra Sharma	9435195855
The Sentinel		
	Chidananda Saikia	9707181466
	Bhaben Ghimire	9435013071
	Rajib Bhattacharjya	9435010559
Eastern Chronicle		
	Rupkamal Sarma	8011693461
	Siddartha Dev	9954172431
	Juthika Barua	8011653037
	Arpita Das	9854185387
The Times of India		
	Naresh Mitra	9954323714
	Kankan Kalita	
The Telegraph		
	Sumir Karmakar	9401381980
	Rajiv Konwar	9577639171
	Rupamudra Kataki	9706579944
	Saurav Kr.Bora	9678072285
Dainik Asom		
	Jitendra kr.Choudhury	9435144507
	Lakhyajit Gohain	9435048124
	Pranjit Deka	9435010248
	Amarjyoti Bhuyan	9435047474
Asomiya Pratidin		
	Bhaben Dutta	9864012888
	Dhurba Jyoti Pathak	9864418658
	Nayan Jyoti Bhuyan	9864097855
	Param Prakash Gogoi	9435448268
Janasadharan		
	Nishit kr Das	9864393444
	S.Mithi Kachari	9401361505
	Deepak Gogoi	9435439997
	Dhrubajyoti Baruah	9435603515
Aaji		

	Nabajyoti Kalita	9854328498
	Anjan Sarmah	9435272347
	Krishak Deka	9859008049
Amar Asom		
	Samya Bharadwaj	9854169491
	Aliash Ahmed	9854463336
	Jadumoni Saikia	9854587954
	Palash Khaund	9854906073
Ajir Asom		
	Mausam Baishya	9435042717
	B. Chetia	9401623231
	Rajdeep Das	9854514749
	Bitopan Bora	9864357369
Dainik Janambhumi		
	Diganta kr. Deka	9435065043
	Utpal Bhagwati	9864146853
	Hildul Gogoi	9864128079
	Amal Goswami	9811803097
Ajir Dainik Batori		
	Utpal Chakraborty	9854056552
	Nabajyoti Pathak	9854056551
	Asim Bora	9864044368
	Sourabh Bora	9864095052
Dainik Agradoot		
	Naresh Kalita	9435010605
	Samim Sultana Ahmed	9864010604
	Arup Jyoti Mahanta	9864102600
	Kiran Mukherjee	9954333255
Asomiya Khabar		
	Gunajit Bhattacharya	9864021167
	Dimbeswar Gogoi	9954333214
	Sailen Kalita	9864114323
	Arup Deka	9864592490
Adinor Sambad		
	Kucy Neog	9864058221
	Diganta Goswami	9864853802
	Ratan Sarma	9435142774
Dainik Batori Kakot		
	Mantu Deka	9854169925
	Mrinal Chakraborty	9435323473
	Dasarath Kakati	9957457956

Seven Sisters Post		
	Irfan Khandker	9706592728
	Neelakshi Bordoloi	8011003238
Sakalbela		
	Rinki Majumder	9854423539
	Mrinmoyee Hazarika	9401360607
	Rup kr.Das	9085711901
Dainik Jugasankha		
	Bireswar Das	9435014312
	Biplab Roy Choudhury	9401237001
Purbanchal Prahari		
	Baisist Pandey	9435140883
	Golam Sisti	9864383126
	Santosh Das	9954370426
	Sandan Mohan Maharaj	9864802339
Dainik Khabar		
	Dilip Sharma	9435437456
	Sanjeev Kalita	9954032984
	Dilip Kalita	9864041931
	Neeraj Jha	9435019981
Pratah Khabar		
	Rajiv Kumar	9435049660
	Azahar Alam	9864123685
	Rajkumar Tiwari	9864095301
	Yogesh Dubey	9435811194
Prasar Bharati		
	Arindam Bora	9435__7330

## **9.5 List of Electronic Media Persons :**

NE Television		
	Moon Goswami	9435289205
	Tapan Kalita	9864074577
	Bipul Barman	9954270050
	Agnibh Gogoi	9864550402
News Live		
	Anupam Chakravarty	9864281959
	Chayamoni Bhuyan	9854049965
	Baba Khan	9864073630
	Debajit Talukdar	9864187183
DY 365		
		9864153023
	Dibya Bordoloi	9864754945
	Pankaj kr. Dutta	9577348305
	Gautam Hazarika	9864837810
Prag News		
	Mintu Baruah	9435106055
	Sudip Prakash Baruah	9613936947
Frontier TV		
	Kabir Saikia	9435092685
	Mukul Kalita	9864702573
	Rajdeep Bailung Barua	945703357
News Time Assam		
	Hiren Deka	9207055366
	Nayan Pratim Kumar	9207055472
Prime News		
	Partha Pratim Saikia	9859971377
	Pankaj Pratim Borah	9854018864
	Siddartha Sankar Nath	9854150862
	Sushil Patowary	9706574114
The Assam Post		
	Rohan Das	9435521865
	Rajmun Saikia	9706535199
	Indrani Medhi	9954136063

### 9.6 List of active NGOs in Guwahati:

SL.NO	NAME OF NGO/CBO	ADDRESS
1	HELPING HAND FOUNDATION(HHF)	2A,Arati Plaza,opp. Guwahati Commerce College,Chandmari,P.O.-Silpukhuri,Ghy-03
2	AAMIVA	UlubariChariali, Aftab Market ,G.S. Road Ghy-7,Ph.9207157888
3	Assam Centre For Rural Development	29,P.B.Road,Rehabari,Ghy-781008,Ph.9435110275
4	Loka KalyanSamajikSantha	Mathuranagar ,Dispur, Ghy-06,Assam, Ph. 9435552240/9954713188
5	Northeast Sunrise Academy (City Level)	Silpukhuri,Ghy-03 Ph.- 9859209529
6	Northeast Sunrise Academy (Ward Level)	Silpukhuri,Ghy-03 Ph.- 9859209529
7	Kharghuli Water Supply Project (City Level)	Kharghuli, Ghy-04, Assam
8	Kharghuli Water Supply Project(Ward Level)	Kharghuli, Ghy-04, Assam
9	Social Research & Development Centre	Bhutnath ,near rly line , Bhutnathsabji market, Guwahati-09,Assam
10	Institute of Agricultural Management	Lachit Nagar byelane-09 H.N.-22,Ghy-07 Ph.-9435733840
11	VidyaVikash Kendra	G.S.Road,Dispur, Guwahati-781005 Ph.-9854010947
12	Jeebon Jyoti	Dakhin Basistha nagar Guwahati-29,Ph.-9864093524
13	ASCED	SBI Officers Colony, Hatigarh Ghy-24, Ph.-9435116638
14	Volunteers Guild	R.G. Baruah Road,opp Raju



		Automobile,Ghy.-781003
15	Saraighat Human Worship Association	Kharghuli, Ghy.-04 Ph.-9864014376
16	Bibartan	Santipur Hillside,Ghy.-09 Ph.9854402927/9435109961

17	Rural Welfare Society	Puranbasti, Fakaruddin Ali Ahmed Road Panjabri,Ghy-37 Ph.-9864011663
18	Trasanika Society	Ananda Nagar,Jyoti Nagar,Ghy.-21 Ph.-9864034480/9957882570
19	Guwahati Public College of Competition	Old University Colony,Chandmari,Ghy-03 Ph.-9864026481
20	Sparsha	Beltola, Lakhimandir,Ghy.-28 Ph.-9864020453
21	NEWCRDO	Bhetapara ,Ghy.-28 Ph.-9707676705/9859912602
22	NESPED	Uzanbazar,Ghy.-01 Ph.-9954781730
23	Zenith Farming	Amgaon,Narengi,Chandrapur Road Ghy.-26,Ph.-9706105605
24	Survive NE(CBO)	28 Moni market,Basistha Chariali Ghy.-29,Ph.-9706692909
25	Sankar Madhab Krishti Bikesh Kendra	Milanpur,Nagaon-782001 Ph.-9401008681
26	Manab Sewa & Vikash Samittee	Hengrabari .L.P.School,Ghy.-36 Ph.-9864155465
27	Clean Care Society Assam	Urvashi path,West jyotinagar, Ghy.-21,Ph.-9864220177
28	SCORPION	Ambikagiri nagar,Ghy-24 Ph.-9864031458/9864167588
29	ECHO	C.K.Agarwal path,Ambari Ghy.-01,Ph.-9864070523/9864012954
30	Impression	Kanaklata Road,Kumarpara Ghy.-09,Ph.-9435109692
31	Puberon Social Welfare Society	Maligaon,Baripara,Ghy.-12 Ph.-9859483373
32	Rural Women Upliftment Association of Assam	Japorigog H.S. Lane,Sundarpur Ghy.-05,Ph.-9864092680

33	Sessamukh Anchalik Mahila Samiti	Byelane 11,Zoo road,Gitanagar Ghy.-24,Ph.-9864070962
34	Opus Society	Sunderpur, Zoo Road, Gitanagar Ghy.-24, Ph.-0361-2203329
35	Eight Brother Social Welfare Society	Jonali,Rodali path,AIDC Ghy.-24,Ph.-9864065703
36	USGRAVIKA	Hengrabari,Ghy.-36 Ph.-9954747441
37	MULTIFARIOUS	Christian basti, Udayachal path Dispur,Ghy.-05
38	Nilachal Education Welfare Society(NEWS)	Namoni Kamakhya , Nursery Ghy.-09,Ph.-9854210888
39	Brahmaputra Health Care Society	Amingaon,Ghy.-31
40	STEM architecture	9,Janakpur, Bhishnurava path, Beltola tiniali,Ghy.-28 Ph.-0361-2263379 Email: <a href="mailto:stemarchitecture@gmail.com">stemarchitecture@gmail.com</a>
41	Light of Village Energy	Jyotikuchi, Ramnagar,Ghy.-34 Ph.-9864021879
42	Disaster Mitigation Society	DPI,Kahilipara Ph.-9954314632
43	Ankur Welfare	Suraj Khan Ph.-9864036734
44	Sristi Socio-Cultural Group	Debojit Senapati Ph.-9864656521
45	Action Aid	Ambari, Guwahati
46	Indo German Social Service Society	Rajgarh Road,Bye lane-5
47	Seujee Dharanee-The Green Earth	Jalukbari,Ghy.-14, Email: <a href="mailto:President@seujeedharanee.org">President@seujeedharanee.org</a> <a href="http://www.seujeedharanee.org">www.seujeedharanee.org</a>
48	Rashtriya Gramin Vikas Nidhi	Rajgarh Road,Ghy.-03 Ph.-0361-2452320
49	Pragati Sangha	Srimantapur, Bhangagarh Ph- 9864238820
50	Sampurna Vikash Foundation	Mrs Putuli Gogoi, Ph- 9707569597
51	Guwahati Gana Seva Society	Project Coordinator, Ambari Peace Centre. Ph- 9577732543
52	Surakshit	Ghy-28, c/6 Chandan das, Ph-9508177268

53	Jyoti darpan	Nizorapar, Chandmari, Pranjal Oja, Ph- 9859075892
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### 9.7 Earth moving and Road cleaning equipments:

Type of Equipment	Contact person and address	Govt / Private	Telephone Office/ Res.	Remarks
Excavator	Shri Derajuddin Ahmed, Bongaon , Rangia	Private		
Tipper	Shri Parag Sarmah Akakhi Path, Fatasil Amabari, Ghy	Private		
Truck	Sri Anil Das Mirza	Private		
	Bum Construction GNB Road, Opp AGP Office, Ambari Ghy	Private		
	T.D. Construction , Naharani Path. Sispur, Ghy – 6	Private		

Larsen & Tubro: - Contact No 0361- 230541

### 9.8 LIST OF POL DEALERS AND ADDRESS

SI No.	Name of POL dealers	Address
1	M/S Chandmall Sarawgi & Co	Palantanbazar
2	M/S G.S.Enterprises	A.T.Road
3	M/S Thannsingh Nathmall	Ulubari, G.S.Road
4	M/S Baruah Service Station	Ambari, GNB Road
5	M/S Kiron Service Station	Survey, Beltola
6	NRL	Jaya Nagar
7	Raja Rajendra Narayen Dev	Survey, Beltola
8	Raj Service Station	Basistha
9	Deka Filling Station	Rukminigaon
10	ATC	Beltola
11	Shivam Service Station	Beharbari
12	Sanjivani Fual Point	Beltola
13	Chaganmal Sarowgi & Sons	Dispur
14	Bimol Auto Agency	Maligaon
15	M/S Kishor & company	Adabari
16	M/S NRL Oil Depot	Adabari

17	M/S Saraighat Service Station	Adabari
18	M/S Prabhat Oil Station	Santipur
19	M/S Shew Service Station	Betkuchi
20	M/S Pradip Oil Depot	Dharapur
21	M/S Narayan filling Station	Dharapur (Goral) Near Airpot.
22	M/S Balaji Service Station	Goarchowk, N.H.Road
23	M/S Ramoni Service Station	Azara
24	M/S North East Service	Sundarbari
25	M/S Satya Naryan Service	Gotanagar Tetelia, N.H.Road
26	M/S Sugani Service Station	Pub- Borigaon,N.H.Road
27	M/S Goswami Service Station	Silpukhuri,Guwahati.
28	M/S Lakshmi Service Station	Guwahati Club
29	M/S Shew Prasad & Sons	G.S.Road
30	M/S Bora Service Station	G.S.Road
31	M/S Ulubari Petrol Service Station	G.S.Road
32	M/S Das Service Station	Kalaphar
33	M/S Basumatary Filling Station	Kalaphar
34	M/S Bumming Service Station	Kahilipara
35	M/S Manesh Service Station	Mathgharia
36	M/S Bevan Service Station	Noonmati
37	M/S GRES Ltd.	Noonmati
38	M/S R.K.filling Station	Patharquari, VIP Road
39	M/S VIP Service Station	Megzine, VIP Road
40	M/S Sivam Fillinfg Station	Chachal,VIP Road
41	M/S NRL Energy station	Sundarpur, Zoo Road
42	M/S Naba Service Station	Near State Zoo
43	M/S Ambika Service Station	R.G. Baruah Road
44	M/S Shah Eastern Traders	Near Ganeshguri Fly Over.
45	M/S Nessa Service Station	Bhangagarh, G.S.Road.
46	M/S Sunil Automobiles	Christanbasti,G.S.Road
47	M/S Chandmal Serawgi & Co.	Chandmari.
48	M/S Chandmal Serawgi & Co.	Lokhara charali
49	M/S Chandmal Serawgi & Co.	Sonapur
50	M/S Lakhara Service Station	Betkuchi,N.H. Road
51	M/S Bhabani filling Station	Lokhara (Betkuchi)
52	M/S Energy station	Soukuchi (Lokhara Road)
53	M/S Bharali Service station	Lalganesh (Lokhara Road)
54	M/S Machkhowa Service Station	T.R. Phukan Road, Borolumukh
55	M/S Didare Service station	Hatigaon

## 9.8 List of LPG Gas Distribut

SI No.	Name of Distributors
1	M/S Shivam Gas service
2	M/S Jyoti Gas Agency
3	M/S Blue Flame Agencies
4	M/S Dipu Gas
5	M/S Shikha Agency, Bharalumukh
6	M/S Shyama Gas Service
7	M/S Nabajyoti Gas Agency
8	M/S Bloomy Gas Agency
9	M/S Priyam Gas
10	M/S Keshab Gas Agency
11	M/S Deepjyoti Gas Agency
12	M/S Navadeep Gas Service
13	M/S P.S. Gas Agency
14	M/S sankerdeve Gas Agency
15	M/S Ganesh Bharat Gas Agency
16	M/S Bhaskar Gas Agency
17	M/S Sandhan Gas service
18	M/S Hangsa Gas Agency
19	M/S City Gas Service
20	M/S Pragjyoti Gas Service
21	M/S Saraighat Bharat Gas Service
22	M/S Deepak H.P. Gas, fatashil
23	M/S Ankur Bharat Gas Agency
24	N.F.Rly CCS Ltd., New Guwahati.
25	M/S Guwahati Refinery CCS, Noonmati.
26	M/S N.F.Rly Employees CCS, Gotanagar.
27	M/S Pratima Bharat Gas
28	M/S Pinakshi Gas Agency
29	M/S Padmaoja Gas Service
30	M/S Technico Gas
31	M/S Mahalaxmi Gas Agency

## 9.9 List of godowns in Guwahati city:

1. FCI Godown with food storage depot at New Guwahati.

2. Assam State Warehousing Corporation have their godowns in different locations in Guwahati
3. Rajucharani GPSS at Dharapur
4. Sonapur GPSS at Sonapur
5. Borkhat Panbari GPSS at Panbari
6. Demoria GPSS at Demoria
7. Rani Bholagaon GPSS at Barihat
8. Guwahati HCCS Ltd. At
  - a. Fatasil ambari
  - b. Tetelia
  - c. Narengi
9. North Guwahati WCCS at North Guwahati

**9.10 List of Suppliers of Food Grains/Essential Commodities:**

Sl. No.	Name	Address	Contact No.
1	M/S Babulal Ramswarup	MG Road, Fancy Bazar	
	M/S Shanti Shiewdanmal Gajanand	Fancy Bazar, Guwahati	
	M/S Dutta Brothers	Chunsali, Guwahati-20	
	M/S Brahmaputra Roller Flour Mill	Noonmati, Guwahati	
	M/S Ganesh Roller Flour Mill	Bamunimaidan, Guwahati	
	M/S Riddhi Roller Flour Mill	G.S. Road, Christianbasti, Guwahati	
	M/S Brijhora Roller Flour Mill		
	M/S Deepak Roller Flour Mill	G.S. Road, Christianbasti, Guwahati	
	M/S Guwahati Roller Flour Mill	G.S. Road, Christianbasti, Guwahati	
	M/S Maa Kamakhya Industries	Lal Ganesh, Guwahati	

### 9.11 Gratuitous Relief Items (Food Stuff):( as per Assam relief manual)

Sl No.	Particulars	Remarks
1	Supply of Food Stuff	1. (a) Rice 600 grams per head per day for adult.  (b) Rice 400 grams per head per day for minor upto 12 years.
		2. Pulses 100 grams per head per day.
		3. Salt 30 grams per head per day.
		4. Mustard oil 30 grams per head per day
		<b>OR</b>
		5. Chira 600 grams per head per day for adult and 400 grams per head per day for minor upto 12 yrs.
		6. Gur 100 grams per head per day.
2	Food stuff in Relief Camps	Same of the above.