

District Disaster Management Plan

DDMP - (Volume-1)

Year - 2019

District – Gir Somnath



Collectorate- Gir Somnath.
Coordinated with
Gujarat State Disaster Management Authority.



Index (Volume-1)

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CHAPTER-1 - Introduction:

District Administration is primarily responsible for disasters/crisis management including prevention and mitigation. The existing Circulars of State Relief Manual guides the entire process of administration for relief and recovery in the State. These Circulars mainly address post-disaster events and the scope is limited to some of the natural hazards – floods, droughts & earthquake.

The Gir Somnath District is prone to many natural and man-made disasters. Natural disaster vulnerability of the District is presented in the Vulnerability Atlas of Gujarat prepared by GSDMA (Gujarat State Disaster Management Authority). The Atlas covers hazard vulnerability of the District to flood, wind and earthquakes.

The Government of Gujarat has envisaged the development of a holistic approach designed to manage disasters on a more proactive basis. The approach involves formulating a comprehensive policy on all phases of disaster management, and addresses the entire gamut of disasters arising from natural and manmade causes.

District Administration prepares plan using guidelines & ensures that these are constantly reviewed and updated. Gir Somnath District prepared in advance, designate evacuation areas for use in emergencies and defines plans for providing essential services to those areas, when in use.

• Need of the Plan

1. To integrate disaster risk reduction into sustainable development policies and planning;
2. To develop and strengthen institutional mechanisms and capacities to build resilience to hazards;
3. To systematically incorporate all international, regional, national and local disaster risk reduction strategies and approaches into the implementation of emergency preparedness, response and recovery.
4. To achieve a comprehensive, all hazard, all agencies approach by achieving the right balance of prevention, preparedness, mitigation, response and recovery;
5. Prepare communities to ensure that they are fully equipped to anticipate and respond to disaster events.
6. To promote a transparent, systematic and consistent approach to disaster risk assessment and management.
7. A multi-stakeholder participatory approach including community participation at all levels
8. Develop a database and information exchange system at regional level.

• Scope of the Plan

1. The District Disaster Management Plan will include all functions pertaining to disaster prevention, mitigation, preparedness, response, relief, recovery and rehabilitation.
2. This Plan will apply to disaster management administration for all possible hazards that the District is prone to.
3. It shall not be applicable to nuclear, biological and chemical disasters.

- **Objective of the Plan**

The objective of the Plan is to minimize the loss of lives and social, private and community assets because of natural and manmade disasters –

1. To assess the risks and vulnerabilities associated with various disasters.
2. To develop appropriate disaster prevention and mitigation strategies.
3. To provide clarity on roles and responsibilities for all stakeholders concerned with disaster management so that disasters can be managed more effectively.
4. To develop and maintain arrangements for accessing resources, equipment, supplies and funding in preparation for disasters that might occur.
5. To ensure that arrangements are in place to mobilize the resources and capability for relief, rehabilitation, reconstruction and recovery from disasters.
6. To create awareness and preparedness and provide advice and training to the agencies involved in disaster management and to the community.
7. To strengthen the capacities of the community and establish to maintain effective systems for responding to disasters.
8. To carry out restoration and rehabilitation measures soon after the disaster strikes.

- **Mandatory Provision of the DM Plan**

Gujarat Act No. 20 of 2003, THE GUJARAT STATE DISASTER MANAGEMENT ACT, 2003 Clearly Stated to Mandatory Provision of the DM Plan as per Following Clause & Sections.

Clause 15 of Chapter VI.

- (1) The Authority shall develop or cause to be developed guidelines for the preparation of disaster management plans and strategies and keep them update and shall assist such departments of Government, local authorities and person, as may be specified by the Authority in preparation of plans and strategies and coordinate them.
- (2) The plan preparing authority while preparing the plan under subsection (1) shall make suitable provisions in the plan after considering the following, namely:-
 - (a) The types of disaster that may occur and their possible effects;
 - (b) The communities and property at risk;
 - (c) Provision for appropriate prevention and mitigation strategies;
 - (d) Inability to deal with disasters and promote capacity building;
 - (e) The integration of strategies for prevention of disaster and mitigation of its effects with development plans, programmes and such other activities in the State;
 - (f) Provision for assessment of the nature and magnitude of the effects of a disaster;
 - (g) Contingency plans including plans for relief, rehabilitation and reconstruction in the event of a disaster, providing for -
 - (i) Allocation of responsibilities to the various stakeholders and coordination in carrying out their responsibilities;
 - (ii) Procurement of essential goods and providing essential services;
 - (iii) Establishment of strategic communication links;
 - (iv) Dissemination of information; and
 - (v) Other matters as may be provided for in the regulations.
 - (h) Any other matter required by the Authority.
- (3) The Authority shall prepare, or cause to be prepared, and maintain a master plan for the State / District.



CHAPTER - 2

INCIDENT RESPONSE SYSTEM:

The Incident Response System (IRS) is a system of management by objectives through Incident Action Plan (IAP). It takes care of any expanding incident through an organisational structure of Command Staff, Sections, Branches, Divisions, Groups, Units, resources and span of control, called Incident Response Team (IRT)

2.1 Incident Response System in the State

In any disaster response, the initial efforts would always be taken by the District Administration. However, when Districts are overwhelmed in any situation, the support necessarily has to come from the State level. There is a formal Incident Response System in the State. The GSDM Act 2003 empowers Commissioner of Relief to be the Incident Commander in the State and District Collector in the respective districts.

2.2 Incident Response System in the District.

The District Magistrate is the chairman of the DDMA as per the Act. The roles and responsibilities of the members of the DDMA have decided in advance in consultation with the concerned members. The roles of other line departments also have clearly described in DDMP and circulated the copy of same to all.

The IRS however depend on the nature of the disaster. In case of flood and earthquakes reaching the affected area, rescuing the affected people and providing relief to them is the main task of the responders. People have to leave their home in a hurry and they are not able to take away their valuables. These abandoned houses become vulnerable. The relief materials while being transported also become prone to loot. In such cases, Police and the Armed Forces are the best suited to handle and lead the operations section. In case of fire at Corporation and Nagarpalika level, it has the Fire Officer who are appropriate officer to handle the situation. In case of health related disaster, it would be the District Chief Medical Officer and so on.

Some of the natural hazards have a well-established early warning system. District also has a functional 24 x 7 EOC / Control Room. On receipt of information regarding the impending disaster, the EOC informs the District Collector, who in turn will activate the required IRT and mobilise resources. The scale of their deployment will depend on the magnitude of the incident.

In case of Sub-Division, Taluka, the respective heads, i.e. TDO, Mamlatdar and BHO will function as the IC in their respective IRTs. During the pre-disaster period, the Collector has ensure capacity building of IRT members in their respective roles and responsibilities.

In case when central teams (NDRF, Armed Forces) are deployed, the DM will ensure resolution of all conflicts. For this purpose he may attach a representative of such agencies in the DEOC where all conflicts can easily be resolved at the highest level. The DM works in close coordination with DEOC and report to State Relief Commissioner and CEO-GSDMA.

2.3 Activation of IRS in the District

Before taking up response activities, the DM (RO/IC as per IRS) will hold a briefing meeting and take stock of the situation, availability and mobilization of resources for listing out the various tasks and to provide proper briefing to the responders. The IAP will be drawn and put into action based on the situation assessment. The DM/RO will nominate Operations Section Chief (OSC) based on “incident type” and rest will follow as per IRS/IRT and other procedural guidelines.

On activation of IRS, all line departments/organizations/individuals shall follow the directions of the Incident Commander as condition demands. He can divert all mechanisms and resources in the district to fight against a scenario leading to disaster/calamity in the district. All Section Chiefs (Operations, Planning and Logistics) are vested with commanding authority and logistic assistance to deliver the concerned responsibility.

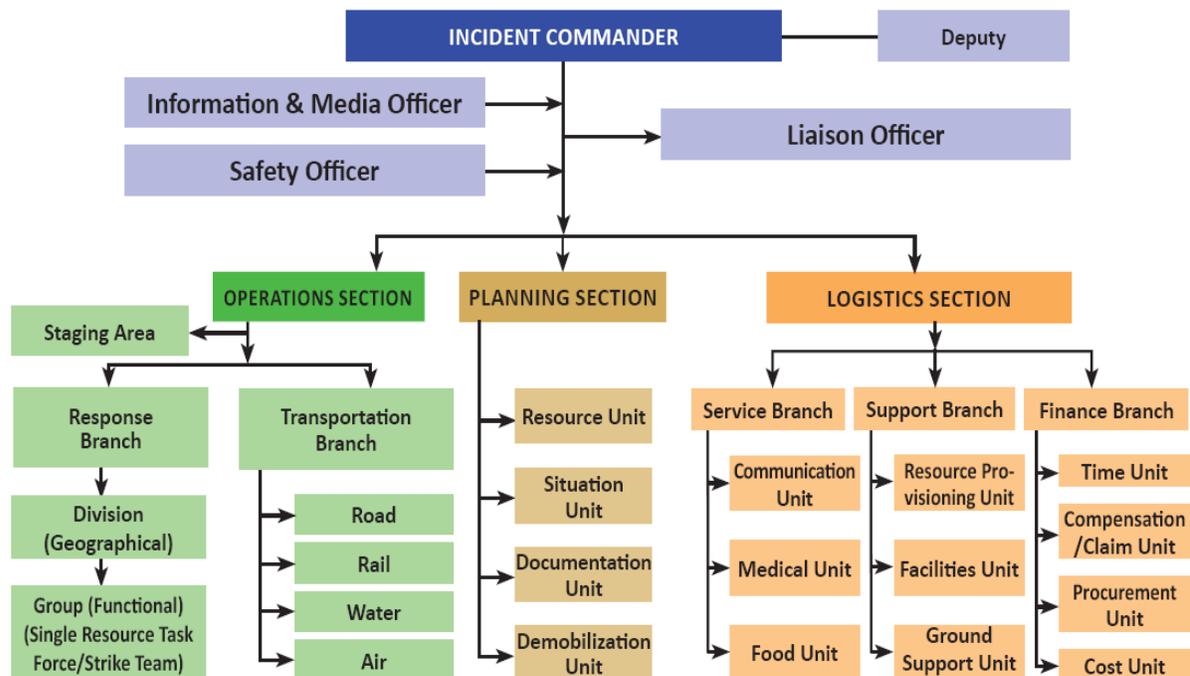
There is a formal Incident Response System in the State. The GSDMA Act 2003 empowers Commissioner of Relief to be the Incident Commander in the State and District Collector in the respective districts.

The NDMA guidelines provide for emergency organizations where different departments, agencies and even private resources (e.g. industries) temporarily align their priorities with the emergency response objective under a unified command. This system is called Incident Response System (IRS) and discussed in detail in the text. It is important to recognize that organization under the IRS and the existing structures of the LCG and DCG are not in conflict although there can be differences in terminologies for some positions in the emergency organization. The IRS gives an emergency organization structure called Incident Response Teams (IRTs) that are pre-designated as per the identified emergency scenarios. While there is a general structure, IRTs are not prescriptive about who must fulfill what position or role instead the decision rests with the local or district level authorities. Therefore the organizations and people that are given specific roles as per existing LCG and DCG structure can be given similar roles or positions in the IRT structure and a coordination between IRTs as per IRS and those as per existing LCG/DCG structures is achieved. The IRS provides additional advantages of being scalable by including additional and higher levels of response in the same unified command structure being flexible by transferring command and other sections of IRS to qualified people as scale and nature of emergency changes, and with a unified command so that there is one authorized, and accountable (technically qualified) incident commander and the command can be transferred up as the scale of emergency increases. The IRS also requires documentation of decisions, actions, and learning so that not only continuous improvement can be achieved but also accountability is fixed.

A traditional command structure exists in the administrative hierarchy which manages disasters in India. It has been planned to strengthen and professionalise the same by drawing upon the principles of the ICS with suitable modifications. The ICS is essentially a management system to organise various emergency functions in a standardised manner while responding to any disaster. It will provide for specialist incident management teams with an incident commander and officers trained in different aspects of incident management, such as logistics, operations, planning, safety, media management, etc. It also aims to put in place such teams in each district by imparting training in different facets of incident management to district level functionaries. The emphasis will be on the use of technologies and contemporary systems of planning and execution with connectivity to the joint operations room at all levels.

2.4 IRS Organizational Structure: IRT Framework

As per NDMA's IRS guidelines, IRT at District, Sub-Division, Tehsil and Block level should be constituted under the written directives of District Magistrate (DM). These teams will include experienced officers / employees at all levels and respond to all natural and man-made disasters. The lowest administrative unit (Sub-Division, Tehsil or Block) will be the first responder as the case may be. IRT at all levels will have same structure, i.e. IC supported with Operations, Planning and Logistics Sections. The IRTs are to be pre- designated at all levels.

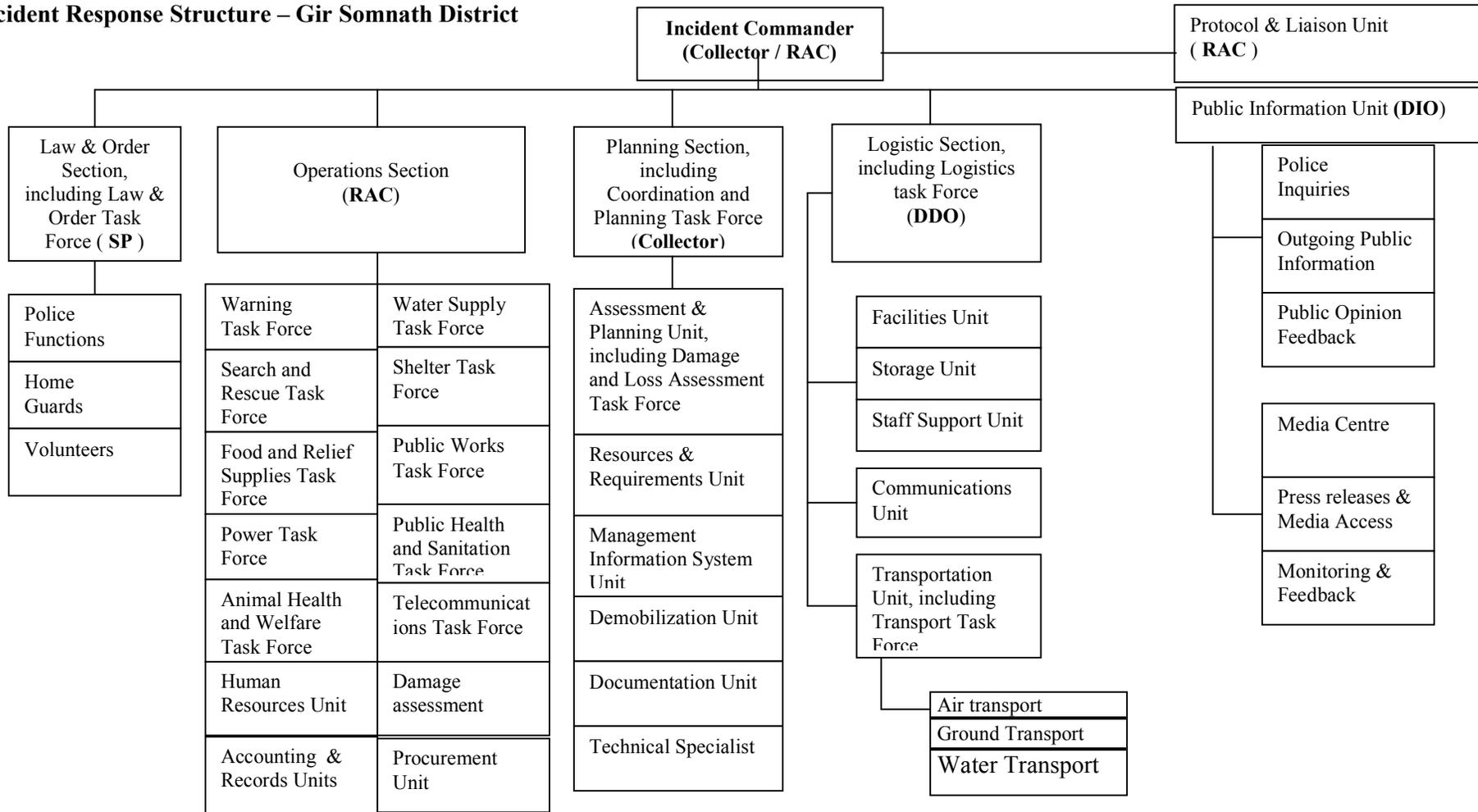


2.5 IRT Framework - District Level

In general, the selection of Section Chiefs is made according to the suitability and capability of the officer.

The selection of the Operations Section Chief, however, depends on the nature of the disaster. In case of flood and earthquakes reaching the affected area, rescuing the affected people and providing relief to them is the main task of the responders. People have to leave their home in a hurry and they are not able to take away their valuables. These abandoned houses become vulnerable. The relief materials while being transported also become prone to loot. In such cases, Police and the Armed Forces are the best suited to handle and lead the operations. In case of fire, it will be the District Fire Officer who will be appropriate officer to handle the situation. In case of health related disaster, it would be the District Chief Medical Officer and so on.

Incident Response Structure – Gir Somnath District



2.6 Incident Response Group (Task Force).

The District administration of Junagadh has identified 16 expected task forces for key response operation functions that are described below. Additional taskforces can be added under the operations section as needed by the circumstances of a disaster. Each Taskforce is led by one organization and supported by other organizations.

Incident Response Taskforce	Incident Response Functions & Co-ordination with Control Rooms
1. Coordination and Planning	Coordinate early warning, Response & Recovery Operations
2. Administration and Protocol	Support Disaster Operations by efficiently completing the paper work and other Administrative tasks needed to ensure effective and timely relief assistance
3. Warning	Collection and dissemination of warnings of potential disasters
4. Law and Order	Assure the execution of all laws and maintenance of order in the area affected by the incident.
5. Search and Rescue	Provide human and material resources needed to support local evacuation, search and rescue efforts.
6. Public Works	Provide the personnel and resources needed to support local efforts to re-establish normally operating infrastructure.
7. Water	Assure the provision of sufficient potable water for human and animal consumption (priority), and water for industrial and agricultural uses as appropriate.
8. Food and Relief Supplies	Assure the provision of basic food and other relief needs in the affected communities.
9. Power	Provide the resources to re-establish normal power supplies and systems in affected communities.
10. Public Health and Sanitation	Provide personnel and resources to address pressing public health problems and re-establish normal health care systems.
11. Animal Health and Welfare	Provision of health and other care to animals affected by a disaster.
12. Shelter	Provide materials and supplies to ensure temporary shelter for disaster-affected populations
13. Logistics	Provide Air, water and Land transport for evacuation and for the storage and delivery of relief supplies in coordination with other task forces and competent authorities.
14. Survey (Damage Assessment)	Collect and analyse data on the impact of disaster, develop estimates of resource needs and relief plans, and compile reports on the disaster as required for District and State authorities and other parties as appropriate.
15. Telecommunications	Coordinate and assure operation of all communication systems (e.g.; Radio, TV, Telephones, Wireless) required to support early warning or post disaster operations.
16. Media (Public Information)	Provide liaison with and assistance to print and electronic media on early warning and post-disaster reporting concerning the disaster.

The specific response roles and responsibilities of the taskforces indicated above is that these roles and responsibilities will be executed and coordinated through the ICS/GS system. For example, in flood, search & rescue would come under the Operations section, Transport would come under the Logistics Section and Public Information under the Public Information Unit.

District Incident Response Group & COMPOSITION with TASKFORCES:

No.	Incident Response Task Force	Taskforce Leader	Supporting members/ Organizations	Section / Unit
1.	Planning and Coordination	Collector	DDO, SP, Chief Officer, RAC and Mamlatdar	Planning
2.	Administration & Protocol	Collector	DDO, SP, Chief Officer, RAC and Mamlatdar	Finance & Admin.
3	Damage Survey/ Assessment	Collector	DIC, Dy. DDO, Ex. Engr., R&B, DAO, Fisheries	Planning
4	Warning	RAC	Disaster Mamlatdar, Control Room, District Information Officer (DIO)	Operation
5	Communications	RAC	Dy. Mamlatdars, Mobile Operators, TV, Radio, Post Office, GMB, Police, Forests	Logistics
6	Media	District Information Officer	Information Department, Print, Media, TV, Journalists, NGOs	Public Information
7	Logistics	DDO	RTO, DSO, FPS, Private & Public sector, Municipal water supply board, Mamlatdar, Dist. Supply Mamlatdar	Logistics
8	Law & Order	SP	Dy. SP, Home Guards Commandant, NGOs, Para-military and Armed Forces	Law & Order
9	Search & Rescue	Dy. Collector Civil Defence	Mamlatdar, TDO, Police, Executive Engr., Fire Brigade, RTO, State Transport, Health Deptt.	Operation
10	Public Works	Ex. Engr. R&B (State)	Irrigation, Ex. Engr., Panchayat, NGOs, Water Supply Board, Municipalities, Home Guards, Police	Operation
11	Shelter	Dist. Primary Edu. Officer	School Principal, Teachers, Health, PHC, State Transport, Water Supply, RTO, Mamlatdar, TDO.	Operation
12	Water Supply	Ex. Eng. GWSDB & Water Works	Dy. Ex. Engr., Talati, Mamlatdar, TDO, Health, Dy. Engineer	Operation
13	Food & Relief Supplies	Dist. Supply Officer	FPS, PDS, Mamlatdar, NGO, RTO, State Transport, Municipality, DRDA, Police, Home guard	Logistics
14	Power	Supt. Engr. GEB	Ex. Engr., Dy. Engr. Technical, GEB, Transport	Operation
15	Public Health & Sanitation	Chief District Health Officer (CDHO)	Supt. Govt. Hospital, Municipality, PHCs, CHCS, Red Cross, Fire Brigade, Civil Defence, R&B, NGOs, Doctors, TDO, Mamlatdar	Operation
16	Animal Health & Welfare	Dy. Director Animal Husbandry	Veterinary Inspector, NGOs	Operations

2.7 Major Responsibilities and Duties

INCIDENT COMMAND

The Incident Command's responsibility is the overall management of the incident. It is comprised of following positions:

Incident Commander

The Incident Commander has a wide variety of responsibilities.

- Assess the situation and/or obtain a briefing from the prior Incident Commander.
- Determine incident objectives and strategy.
- Establish the immediate priorities.
- Establish an Incident Command Post.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an Incident Action Plan.
- Ensure that adequate safety measures are in place.
- Coordinate activity for all Command and General Staff.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of students, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Order the demobilization of the incident when appropriate.

Information and Media Officer

The Information and Media Officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Reasons for the Incident Commander to designate an Information and Media Officer:

- An obvious high visibility or sensitive incident.
- Reduces the risk of multiple sources releasing information.
- Need to alert, warn or instruct the public.
- Media demands for information may obstruct IC effectiveness.
- Media capabilities to acquire their own information are increasing.

Liaison Officer

The Liaison Officer is the point of contact to assist the first responders, cooperating agencies and line departments. It may be designated depending on the number of agencies involved and the spread of affected area. Reasons to establish the Liaison Officer position at an incident:

- When several agencies send, or plan to send, Agency Representatives to an incident in support of their resources.
- When the IC can no longer provide the time for individual coordination with each Agency Representative.
- When it appears that two or more jurisdictions may become involved in the incident and the incident will require on-site liaison.

Safety Officer

The Safety Officer's function is to develop and recommend measures for ensuring safety of responders and to assess or anticipate hazardous and unsafe situations and review it regularly. The Safety Officer will correct unsafe situations by working through the chain of command, however, the Safety Officer may exercise emergency authority to directly stop unsafe acts if personnel are in imminent life-threatening danger.

GENERAL STAFF

Each one has a vital role for efficient response; however, depending upon the nature and requirements of the incident, they may be or not be activated. Each of these functional areas can also be expanded as needed into additional organizational units with further delegation of authority.

Operations Section

The Operations Section deals with all types of field level tactical operations directly applicable to the management of an incident. This section is headed by an Operation Section Chief (OSC). In addition, a deputy may be appointed to assist the OSC for discharging his functions depending on the magnitude of the work load. Operations Section is further sub-divided into Branches, Divisions and Groups which assist the OSC/IC in the execution of the field operations.

Planning Section

The Planning Section deals with all matters relating to the planning of the incident response. Headed by the Planning Section Chief, this section helps the Incident Commander in determining the objectives and strategies for the response. It works out the requirements for resources, maintains up-to-date information about the ongoing response and prepares IAP. For the closing phase of the operations, the Planning Section also prepares the Incident Demobilization Plan.

Logistics Section

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

2.8 Triggering Mechanism for Deployment of IRS

Some of the natural hazards have a well established early warning system. On receipt of information regarding the impending disaster, the Emergency Operations Center (EOC) will inform the Responsible Officer (RO), who in turn will activate the required IRT and mobilize resources. At times the information about an incident may be received only on its occurrence without any warning – in such cases the local IRT will respond and inform the higher authority and if required seek reinforcement and guidance.

2.9 Incident Action Plan

It is important that activities indicated in the IAP are connected with the functional responsibility defined in IRT and also according to other descriptions as per DDMP. For instance, proper links shall be established between IRT and Emergency Support Functions (ESF) for IAP effectiveness.

Three basic elements of IAP are: Task /Function /Activity, Department/Officer Responsible, and Time. Besides that, common forms used for performing IRS and IAP as given in IRS.

Position of IRT at District and Taluka level:

Position of IRT	District	Taluka
INCIDENT COMMANDER	ADM	Mamlatdar
Deputy IC	RAC	RAK
Information & Media Officer	Info. Officer	Asst. Officer from - Info dept.
Liaison Officer	Dy. Collector	SDM
Safety Officer	Disaster specific (fire-fire officer, flood-health, earthquake -civil engineer)	Disaster specific Fire- fire officer, Health-BHO, Earthquake-Dy.Engineer,
OPERATIONS SECTION CHIEF	Dy. Director Industrious safety and health	Specialist-Fire officer-Factory Inspector
Staging area manger	Head Master primary/ secondary, DEO / DPEO	Ready to response- primary/high school principal/ TPEO
Response Branch Director	Dy. Collector	Deputy collector /DPEO
Transportation Branch Director	Any one Dy. Collector / RTO	Dy collector (Any one)
Road Group	RTO	Depot Manager ST
Rail Group	Devotional Manager	Station Master
Air Operations Group	Airport Manager	Traffic Manager
PLANNING SECTION CHIEF	RAC	SDM
Resource Unit	DEOC Staff ,District Project Officer-GSDMA	Taluka Mamlatdar
Situation Unit	PRIs/NHRM EMPLOYEE/ VDMP Members	Members of VDMC
Documentation Unit	DIO, DEOC Staff , District Project Officer-GSDMA	Dy.Mamlatdar-
Demobilisation Unit	DIO ,DEOC Staff ,Mamlatdar District Project Officer-GSDMA	Dy.Mam and TDO staff/CO
Technical Specialist	DIO-NIC	Technical Unit GSWAN.
LOGISTIC/ FINANCE SECTION CHIEF	Dy. DDO	TDO
Service Branch Director	Liaison Officer	Assistant Liaison Officer
Communication Unit	Ex. Eng. GEB/R&B, General Manager BSNL	Dy. Engineer, R&B& GEB; SDOP;

Position of IRT	District	Taluka
Medical Unit	CDHO	BHO
Food Unit	DSO	Dy Mamlatdar, Supply Office
Support Branch Director	DSO	Supply Inspector
Resource Provisioning Unit	DSM (District Supply Mamlatdar)	Dy Mamlatdar / SAK
Facilities Unit	DPEO/DEO, Ex. ENG.R&B Panchayat	TPEO; Dy Engineer R&B Panchayat
Ground Support Unit	ARTO, DSO	SAK, RTO Inspector
Finance Branch Director	District Trejary officer	Sub-Treasury Officer
Claim Unit	Citnish to Collector (PRO)	Panchayat Accountant
Compensation	Dy. DDO (Revenue) & Team	Dy. Mamlatdar / TDO / CO and team
Procurement Unit	Chitnish to Collector	Dy. Mamlatdar under the guidance of Mamlatdar
Cost Unit	ADM as per district	As per District

Contact Nos of IRT-Gir Somnath

Sr. No.	Designation	Name	Office	Mobile
1	Collector	Shri.Ajay Prakash	02876-240001	9978405934
2	DDO	Shri.D.B.Rahevar	02876-249250	7984978968
3	DSP	Shri Rahul Tripathi (IPS)	02876-222250	9978405974
4	Resi. Addi. Collector	Shri. H.R.Modi	02876-240003	9727756448
5	DRDA	Shri. S. K. Modi	02876-245271	
6	DC-1	Smt.B.J.Zala	-	9427337888
7	SDM - Veraval	Shri.Nitin Sangwan	2876 243322	9978405344
8	SDM - Una	Shri M. K. Prajapati	02876 226600	7567009879
9	Dy.DDO (Revenue)	Shri.I.G.Gohil	02876-249249	7567863927
10	CDHO	Shri.B.L.Acharya	02876-244298	7567889923
12	DEO	Shri.B.S.Kaila	02876-221095	7574822584
13	DPEO	Shri.Dr.M.R.Sagarka	2876-244500	9099098483 9638968792
14	Dy.Dir.Info	Shri.S.K.Parmar	02876-240108	8460062921
15	Control Room Dy. Mam. Disater	--	02876-285064/63	--
16	DPO (GSDMA)	Shri.K.S.Trivedi	02876-285064/63	9426969236

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