DISASTER MANAGEMENT PLAN

ENERGY DEVELOPMENT AGENCY

GOVERNMENT OF HIMACHAL PRADESH

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Chapter-1: Introduction

1.1 Overview of the Department

Statistical profile of the department of HIMURJA :-

Himachal Pradesh has emerged as one of the most advanced State of the Country with excellent Socio-Economic Indicators. The State is projected as Power State in the Country and HIMURJA is role player in achieving the above milestone. HIMURJA (H.P. Energy Development Agency) is State Nodal Agency working under the administrative control of Department of Non-Conventional Energy Sources (NES), Govt. of Himachal Pradesh. This Agency has been entrusted the responsibility of promotion, popularization and implementation of various renewable energy programmes like Solar Photovoltaic, Solar Thermal including exploitation of small hydro power potential upto 5 MW capacities under State/ Private Sector and Biomass.

1.2 Purpose of the Plan

Need for disaster management plan for HIMURJA so that energy officials can efficiently work during mass disaster. There are certain fundamental principles which should be thoroughly understood by everyone who may have responsibility for helping the victim of a disaster, it is important that these principles be applied in the proper sequence; otherwise they lose effectiveness or cause even more deaths and injuries.

Main objective of the Disaster Management Plan (DMP) is to reduce the risk level through preparedness at various levels.

1. DMP helps to bring together the information related to equipment, skilled manpower and critical supplies.
2. It helps to know the standard operating procedures of the department at the time of disaster.
3. To fix the role and responsibility of each and every officer for disaster preparedness.
4. It helps the Department to assess its own capacity in terms of available resources and get ready to mitigate any unexpected disaster effectively and to prevent the loss of human lives and property through preparedness, prevention & mitigation of disasters.
5. To assist the line departments, block administration, communities in developing compatible skills for disaster preparedness and management.
6. To disseminate factual information in a timely, accurate and tactful manner while maintain-

ing necessary confidentiality.

7. To develop immediate and long-term support plans.

8. To have response system in place to face any eventuality.

1.3 Scope of the Plan

In accordance with the Disaster Management Act 2005 and Himachal Pradesh State Disaster Management Plan 2012, the plan must include the following:

- Identify the vulnerability of different parts of the State to different forms of disasters in context of the department;
- The measures to be adopted for prevention and mitigation of disasters;
- The manner in which the mitigation measures shall be integrated with the development plan and projects;
- The capacity-building and preparedness measures to be taken;
- The roles and responsibilities of different departments of the Government of the State in responding to any threatening disaster situation or disaster;

1.4 Authorities, Codes, Policies:

Section 40 of the Disaster Management Act 2005 provides that there shall be a Disaster Management Plan for every Department of the State. The departmental DM Plan shall be prepared by each department and shall be approved by the State Executive Committee. This plan is prepared under the provisions outlined in the Disaster Management Act 2005.

1.5 Institutional arrangements for Disaster Management:

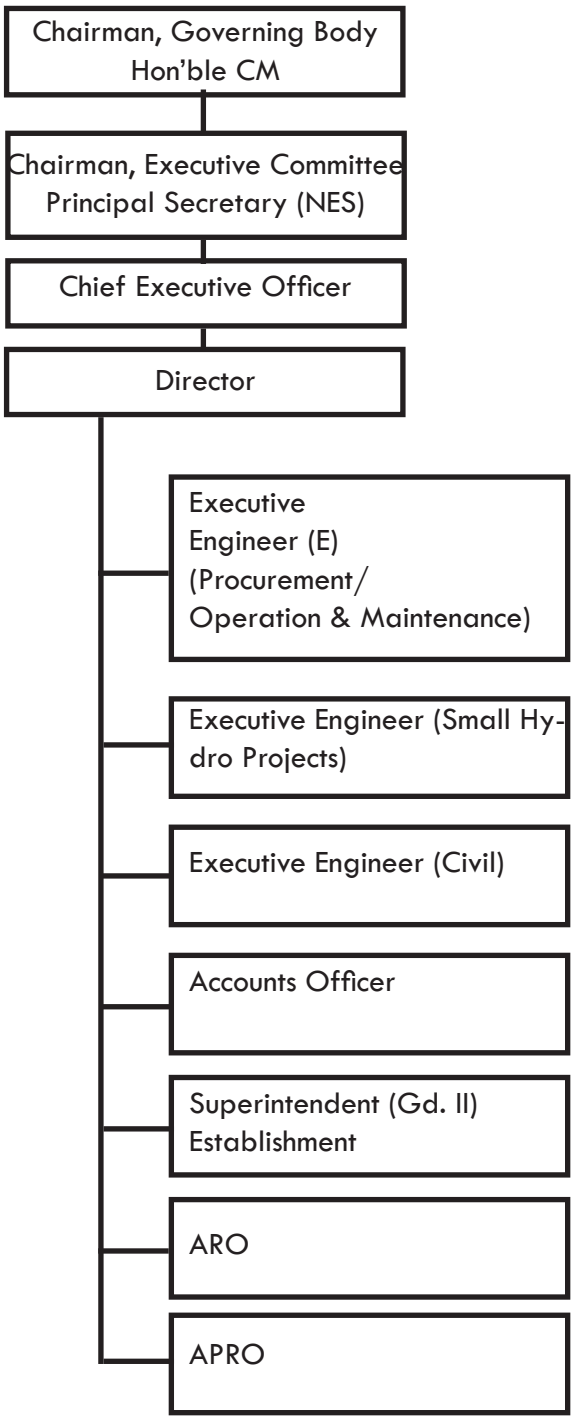
The Agency is headed by a Governing Body with Hon'ble Chief Minister as Chairman; Executive Committee with Principal Secretary (NES) as Chairman and Chief Executive Officer as the Executive Head of the Agency.

The Director is the controller of different activities related to Small Hydro Programme upto 5 MW capacity both in Private and State Sector, Solar Photovoltaic Programe, Solar Thermal Programme, Biomass based plants, Wind Energy, other Fuel Efficient Technologies, Establishment, Accounts and Planning. Three Executive Engineer viz. Civil, Electrical and Small Hydro Programme have been appointed to look after these developmental activities assisted by Sr. Project Officers/Project Officers, Assistant Research Officer. Activities related to Accounts are looked after by the Accounts Officer assisted by Assistant Accounts/Audit Officers, Superintendent (Accounts) and other staff. Assistant Public Relation Officer has also been appointed to carry out all awareness activities related to HIMURJA.

There are total 14 No. Sr. Project Officers/Project Officers of Himurja posted at each district Head-quarter, Kaza and Pangi at Killar. They are assisted by JEs, Motivators, Ministerial staff, peons and chowkidars etc.

There are 10 No. Mini/micro Hydro Electric Projects implemented under state sector. These projects are mainly located in remote and tribal areas of the state which are under generation and O&M is being done by Himurja.

Organogram & Human Resources of the State Forensic Laboratory



Details of infrastructure available with the Agency
Field offices and Hydro Electric Projects of HIMURJA in the State

(I) List of Field offices

S.No.	Name of Office
1	Project Office,HIMURJA, Shimla
2	Project Office, HIMURJA, Solan
3	Project Office,HIMURJA, Sirmaur at Nahan
4	Project Office, HIMURJA, Kangra at Dharmshala
5	Project Office,HIMURJA, Kullu
6	Project Office, HIMURJA, Kinnaur at Rekong Peo
7	Project Office,HIMURJA, Hamirpur
8	Project Office, HIMURJA, Bilaspur
9	Project Office,HIMURJA, Una
10	Project Office, HIMURJA, Chamba
11	Project Office,HIMURJA, Pangi at Killar
12	Project Office, HIMURJA, Mandi
13	Project Office,HIMURJA, Keylong
14	Project Office, HIMURJA, Kaza

(II) List of Hydro Electric Projects under State Sector

S.No.	Name of Hydro Electric Project	Capacity (KW)
1	Lingti	400 KW
2	Juthed	100 KW
3	Kothi	200 KW
4	Gharola	100 KW
5	Purthi	100 KW
6	Sural	100 KW
7	Sach	900 KW
8	Billing	400 KW
9	Sarahan	30 KW
10	Bara Bhangal	40 KW
	Total Capacity	2370

1.6 Plan Management - Implementation, Monitoring and Revision)

DM Plan is a "Living document" and would require regular improvement and updating. The plan must be updated at least once a year. The Disaster Management plan prepared by HIMURJA shall be circulated to all its district offices. The Plan shall be shared on the department website. The plan will be updated as and when required and modified plan shall be communicated to the key stake holders.
HIMURJA will have to ensure the planning, coordination, monitoring and implementation of the Disaster Management Plan. The nodal officer will have the overall responsibility for implementation of all the activities related to disaster management.

Implementation

For the process of implementation, the most important component of testing the Safety Plan is to conduct quarterly mock drill or simulation exercise in order to identify the positive elements as well as gaps. Mock drill exercise is required in order to verify the level of preparedness and improve the coordination during emergencies. This has to be based on past experiences and lessons learnt. Mock-drills help in evaluating response and improving coordination within the administration, with various departments, non-government agencies, other stakeholders and communities. They help in identifying the extent to which the plans are effective and also aid in revising them.

Monitoring

The Nodal officer of the department will be responsible for the proper monitoring and evaluation of the Safety Plan. These drills enhance the ability to respond faster, better and in an organized manner during the response and recovery phase. The Department must ensure the following:-

1. Implementation of Plan within the department, its updation and quarterly mockdrill
2. Implementation of all policies and plans of state govt.
3. Implementation of all NDMA guidelines
4. Implementation of all instructions of Revenue & Disaster Management department
5. Department should ensure that all schemes based on the parameters of mitigation, relief and rehabilitation to be identified and implemented
6. Implementation of all guidelines/instructions related to disasters from GoI and state govt.
7. All officers to be trained in Disaster Management

Review and Revision

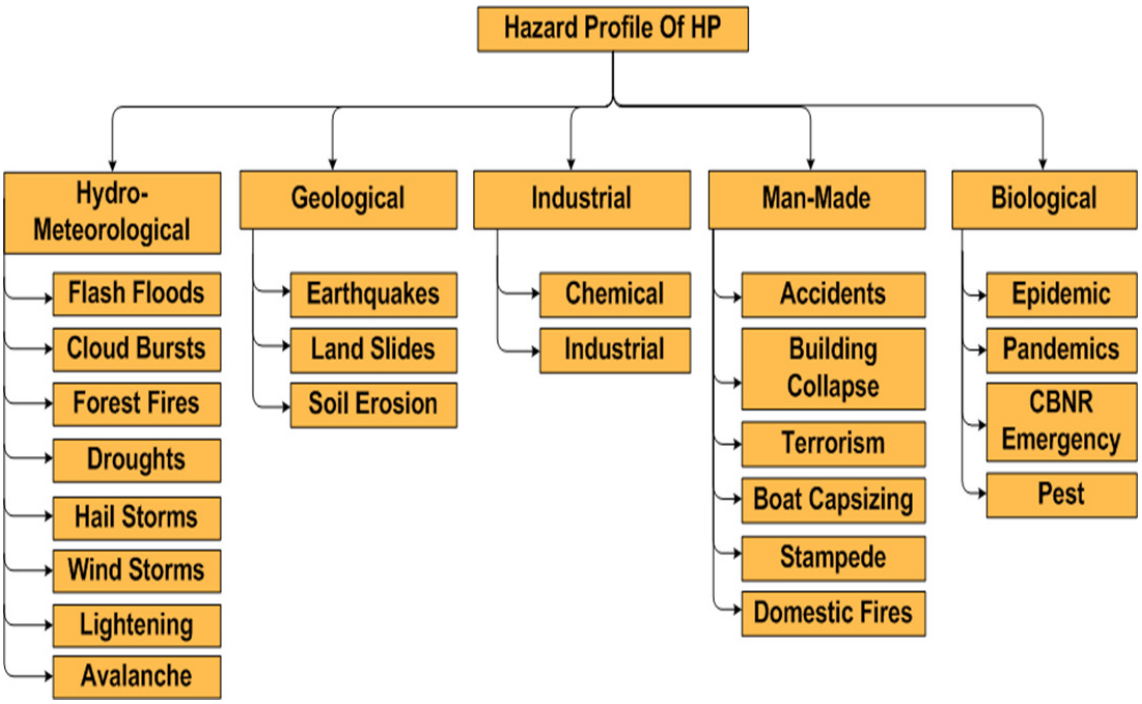
For the annual review of the disaster management plan participation of different stakeholders will be ensured by inviting them to meetings/workshops. Based on their feedback, necessary changes will be incorporated in the plan.

Dissemination of Plan

The primary responsibility for dissemination of the plan will be with the HIMURJA. They would involve HPSDMA for capacity building at different levels for training and dissemination. The Disaster Management Plan will be disseminated at three levels: District authorities, government departments, NGOs and other agencies and institutions within the State. The content of the plan would be explained through well designed and focussed awareness programmes.

Chapter 2: Hazards, Vulnerability, Capacity and Risk Profile

State of Himachal is prone to various hazards both natural and manmade. Main hazards consist of earthquakes, landslides, flash floods, snow storms and avalanches, draughts, dam failures, fires – domestic and wild, accidents – road, rail, air, stampedes, boat capsizing, biological, industrial and hazardous chemicals etc. The hazard which however, poses biggest threat to the State is the earthquake hazard. The State has been shaken by more than 80 times by earthquakes having a magnitude of 4 and above on the Richter scale as per the recorded history of earthquakes.



Disaster occur with unfailing regulatory in Himachal Pradesh causing loss of life, assets and livelihood. The increasingly shifting paradigm from a reactive response orientation to a proactive prevention mechanism has put up the pressure to built a fool- proof system, including within its ambit, the components of prevention, mitigation, rescue, relief and rehabilitation.

Departmental Risk

HIMURJA was setup during 1989, registered under co-op. society 1860 to promote the renewable sources in the State. HIMURJA has its Head quarter is located at Block No. 8A, SDA Complex, Kasumpti, Shimla, H.P. The Office building of HIMURJA Head quarter is a four storey building. This is a RCC framed structure with brick masonary walls. There is a provision of evacuation path from the every floor of the

building. We have also installed 10 No. fire fighting extinguishers at every floor of the building. We have conducted mock drills to educate the staff about how to tackle the situation at the time of any disaster. There are field offices of HIMURJA in every districts of the State. These offices are headed by the Sr. Project officers/Project Officer and assisted by the technical staff and ministerial staff. The district disaster management cell is also conducting workshops and mock drills to educate the staff regarding how to mitigate the situation at the time of disaster. The concerned Sr. Project Officer is appointed the nodal officer to mitigate with the situation before and after the disaster.

HIMURJA has installed 10 No. Mini/ Micro Hydro Electric Project under State Sector. These projects are under operation and are supplying power to the nearby area through HPSEB Ltd. distribution system. These projects are insured by HIMURJA under standard fire & special perils Policy. There are no sufficient vehicles to cover all project areas by HIMURJA field officials for detection and enforcement activities. Himurja has outsourced staff for upkeeing and regular maintenance of these projects. The necessary safety measure for fire extinguishers and provisions for the safety of staff have also been made in these powerhouses.

Capacities of HIMURJA

The main strength of HIMURJA staff is as under:

S.No.	Name of Sanction Post	Strength	Filled in	Vacant
1	Sr.Project Officer	10	8	2
2	Project Officer	9	2	7
3	Junior Engineer (Civil/Elect.)	41	16	25
4	Clerk	11	2	9
5	Motivator	56	54	2

Gaps in Existing Capacity:

Officers and staff and elected representatives of DoE should be well informed in the basic knowledge of disaster management and response. Human resources of the department need training on management and mitigation of different type of disasters including relief, rescue and rehabilitation. Department also needs to establish a monitoring mechanism at zone level to check the Disaster management plans. For this a pool of resource persons is needed in each zone to help in preparation of safety plans. It will also be helpful in the auditing of these plans at grass root level to ensure the implementation of the concerns of risk reduction. Adequate financial powers need to be vested with the different level of department to manage the crisis and setting up of adequate safety measures in the premises, such as Disaster Preparedness Kit, Fire Extinguishers etc.

Appointment of Nodal Officers to perform Emergency Support Functions (ESFs)/ roles in emergency in

the format already circulated by the State Government.

Assistant Research Officer HIMURJA is appointed as Nodal Officer to perform Emergency Support Functions (ESFs)/ Roles in emergency to Head Office Shimla as well as field offices.

In field District level, concerned Sr. Project Officers/Project Officer-in-charge are responsible for the rescue operation of disaster coordinating the official of Medical Officer PHC/ Police personnel like IIC.

In the State level, Assistant Research officer is the Nodal Officer to coordinate during disaster with the -District Level Nodal Officers.

Chapter-3: Risk Prevention and Mitigation

3.1 Risk Prevention

Most of the fatalities and economic losses occur due to the poor construction practices, lack of earthquake resistant features of the buildings and low awareness about disasters among people. In order to estimate and quantify risk, it is necessary to carry out the vulnerability assessment of the existing building stocks and other infrastructure.

Building Vulnerability assessment is carried out in three stages i.e. Rapid Visual Screening (RVS), Preliminary Vulnerability assessment (PVA) and Detailed Vulnerability Assessment (DVA). As detailed vulnerability assessment of each single building is a very expensive and time consuming process hence department can initially select the building for PVA especially from the seven highly vulnerable districts of the state subsequently from the other districts. This PVA scoring will be supportive in making a decision that whether further stage of vulnerability assessment and retrofitting is required or not in the particular.

Prevention & Mitigation Measures

Prevention of certain natural disasters is not possible. However, measures can be taken to prevent man-made disasters, like a terrorist attack at an important location.

Projects for Prevention

Identifying and securing all the sites that might cause disaster-level loss of life and property. This may include measures like electric fences, security guards, biometrics etc. Vulnerabilities can be assessed based on the probability of attack and the extent of damage caused at a particular location.

Basic Mitigation Measures

The impact of certain natural disasters and man-made disasters can be reduced by a series of mitigation measures. The following are some structural and non-structural activities that may be considered for mitigation.

Mitigation measures for Natural as well as Man-made Disasters

Routine maintenance and security activities go a long way in mitigating the effects of incidents that lead to a disaster. The effect of natural disasters such as floods can be mitigated by ensuring that critical facilities are located away from flood prone regions as well as at higher elevations. Situations arising from

Chemical, Biological, Radiological and Nuclear (CBRN) incidents require separate and special measures. CBRN hardening of vital equipment is an option that may be considered to mitigate the effects of CBRN incidents.

Measures necessary for prevention of Disaster:-

I. Periodically checking, testing, maintenance etc. of all equipments and regular checking of Protection & Control Instruments as per the Manufacturer's specification as preventive maintenance.

II. Regular checking of fire extinguishing system fitted in Transformer / Generator / Cable Gallery / Switch Yard etc.

III. Action is taken to improve the disaster management activities such as Fire Fighting System/ Flood Management / Terrorist Attack with the following provisions / with modern equipments.

1. Installation of adequate number of Fire Extinguishers in fire prone location.
2. Installation of additional hose pipes and nozzles in different locations.
3. Installation of Emulsifier system in Switchyard.
4. Installation of advanced Fire Fighting System to improve the preparedness for fire fighting.
5. Installation of CCTV Camera and HIGH TECH Security System for prevention of Terrorist attack.
6. Provision of DG set of required capacity at each power station.
7. Provision of required no of De-watering pumps at each power station.
8. Adequate quantity of POL in stock for DG Sets.
9. Arrangement for adequate number of vehicles to ensure movement of personnel and material to safe place(s).

Chapter-4: Disaster Preparedness

4.1 Strategies for Disaster Preparedness

For better supervision, monitoring and preventive measures capacity building programme will be launched for officials working at various levels as per their requirements. Capacity building programmes are categorized into two types. One will be for the Senior Officials of the department and the other for Project Officers and Staff. For Senior Officers of the HIMURJA one day advocacy programme will be organised at State level and for others two/three day sensitization programme will be conducted. The team members of HIMURJA will be trained to make their offices safe by preparing safety plans and practicing mock drills. Managers of HIMURJA will facilitate the efforts of risk reduction. Trainings for Capacity building will be conducted at two levels:

State Level Advocacy Programme: This programme will be for senior functionaries of the department. It will be of one day duration. Director/Joint Director/Assistant Director and Executive Engineers of HIMURJA will participate in it from all the offices. State Nodal Officer will organize one day advocacy programme. Director/Joint Director will Chair the advocacy programme. This programme can be conducted in coordination with the HPSDMA and other line stakeholders of the department.

Regional level Capacity Building Programme: A similar capacity building programme will be organized at the regional level to sensitize the field/project staff working at the cutting edge. In this programme, personnel who have attended the State level programme will facilitate at regional level. Depending upon the numbers of the participants, the training batches will be decided. A batch size should not exceed 50 participants. This training will include basic Search & Rescue, fire safety and evacuation drills.

4.2 Measures for Disaster Preparedness

In case of any disaster, logistics play a vital role in delivery of services. The provision of following items is prerequisite for safety measures in institutions.

1. Necessary Items: Items in this head include power backups, Stretcher, ropes, torch, alternative communication system, Siren, Public addressable system and tents etc.
2. Fixing Non-Structural Elements: It includes fixing of Almirah and other falling hazards that can harm during earthquake.
3. IEC material: Pamphlet, brochures or booklets that can be developed to distribute in the Catchment area of the institutions.
4. Repair of computer, printer, phone, fax etc: Most of laboratories have phones, computers, printers etc. These accessories may be used for warning and information during the period

of emergencies. Such equipments need to remain functional.

5. Contingency: It will be used to establish warning and information cell in each building. This cell should be able to communicate with District Emergency Operation Centre. The contingency fund can also be utilised for the requirements of various teams constituted.

Some of the key Pre Disaster Activities to be carried out by Department:

- Formation of Disaster Management Cell and manning the same by senior personnel drawn from key Directorates.
- Incorporating costs for preventive and mitigation measures for earthquake, flood, fire and storm prone areas to construct disaster resistant buildings.
- In association with Fire Dept. getting fire extinguishers installed in laboratories identified and trained in operating them.
- Awareness Generation Programmes about Hazard, the kind of preparedness required and how to act at the time of disaster shall be organized in laboratory on monthly basis.

Establishment Procedures for Checking and Certification of Assets

- To ensure that the assets acquired for disaster management are maintained in an acceptable state, the following procedures should be established:
- Procedures for checking and certification of logistics, equipment and stores necessary for disaster management should be established.
- Procedures for operational check-up of Warning Systems and the inspection of facilities and critical infrastructure should be established.

Establishment of Coordination and Communication Protocols

During a disaster, HIMURJA as a support function will receive requests from many stakeholders as well as avail the services of other agencies. The protocols for communication and coordination for the following should be established and documented:

- Between District Authorities and civil security agencies such as Police Dept., Fire Dept. and HIMURJA.
- Between other civil agencies, such as Municipal bodies, Hospitals etc. and HIMURJA
- Between HIMURJA and other agencies such as State Government, Public Sector Undertaking (PSUs) and State Disaster Response Force (SDRF).
- Between HIMURJA personnel and the Disaster Emergency Operations Centres (DEOCs)
- Protocols should also be established for communication with customers regarding early

warning, potential and actual outages, schedule for restoration of services, warning notices and instructions etc.

Capacity Building and Training Measures

Preparedness Measures, capacity building and training is essential for effective Disaster Management and Response.

Approach

The approach for capacity building and training is based on analysis of existing disaster management institutional arrangements, assets, protocols and procedures. The goal of the analysis is to identify appropriate capacity building and training exercises to ensure adequate preparedness for smooth and effective operations during a disaster.

Capacity Building Plan

1) Institutional Capacity Building

- HIMURJA should ensure that it has sufficient manpower/resources at different skill levels and thereby reducing the dependency on third parties during disasters
- HIMURJA should have (software) systems that aid in providing situational awareness – e.g. visualization of the entire grid network, location of faults, inventory of equipment and resources, and contact information of officers at every level of operation. Training on these systems should be provided at various levels, and they must be accessible to certain personnel at the time of a disaster
- All HIMURJA personnel should be trained on at least one essential function apart from their core responsibility and a list of the same should be maintained
- Every Project officer should have list of resources under his division and also corresponding competency/skill list
- Skill and inventory up gradation activities should be carried out on regular basis

2) Community Capacity Building:

HIMURJA should conduct exercises with civic authorities such as the Police, Fire, Municipalities and Hospitals to establish coordination and communication protocols to be used during a disaster.

Disaster Management Education and Training Activities

Disaster management education and training helps each individual in the organization know his/her duties during a disaster. This kind of education helps an individual to understand the exact hierarchy structure and duties one needs to perform during a disaster situation. This reduces the amount of confusion that usually exists at the time of disaster. Training activities play a vital role in reducing the response and recovery time and thereby increasing the customer satisfaction. Hence, HIMURJA should design appropriate training exercises in coordination with SDMA/DDMAs. Training exercises could consist of mock scenarios that include all parts of the disaster response apparatus. Training exercises conducted with equipment in place will also familiarize personnel with the use of the equipment. These exercises must be held at least once in a year (and/or before every monsoon). Details of training exercises should be maintained by Director.

Preparedness Plan for Disaster Management.

(a) The following Fire Fighting equipments are available at different Power Stations to protect man & material from fire hazard

1. Emulsifier system in Transformer Deck for Generator Transformer, Unit Auxiliary Transformer and Cable Room.
2. Centralized CO2 system (O2 Banks) for generator barrel.
3. Fire hydrants with hose pipes at different locations of Power House.
4. Smoke detectors & Heat Sensors available in Generators/ Cable Gallery.
5. Portable CO2 fire extinguishers /ABC powder type fire extinguishers provided at Control Room, Turbine Floor and DC Room of Power House, Switch Yard, Different Stores & Offices, Garage, Workshop, Equipment stores etc.
6. Automatically sprinkler systems are available throughout the Cable Galleries to extinguish the fires.
7. Fire Resistance Barriers are available at the cable entries / Intersection, intermittent places on cable trays.
8. Fire buckets provided in Switch Yard premises and Store.
9. Fire triangles shown at different locations
10. Water hydrant systems provided both inside the power house and near the Generating Transformer of 132 KV Switch Yard.
11. Hydraulic Hoses fitted with required sizes of valves available for spraying of water for extinguishing fire.
12. Fire Brigades are called from nearest fire stations as and when required.

(b) Flood Control

• Dewatering pump motor sets of different capacities are installed for dewatering inside power house.

• Dewatering pumps at Turbine Top Cover for generating Units, Sump Pits, and Foundation gallery for dewatering of leakage water are run automatically. Spare pumps are also available for emergencies.

(c) Black Out

• One DG set each has been installed at each power station to facilitate the 'Black Start' facility as well as emergency power supply. Further trial run is being held in every six month to authenticate our preparedness to face black outs.

• D.C. illumination System is available in case of power failure.

(d) Fire Accident, Electrocution etc.

i. Emergency Treatment Facility is available in each power station in case of injury arising out of Fire/Accident/Electrocution etc.

ii. First Aid boxes are provided in each shop floor Areas such as:-

a. Control Room

b. Near Turbine Floor Operator Table

c. Switch Yard Workshop

d. Utility Division Electrical Maintenance Section.

iii. Emergency Medicine provision in the Dispensary / Hospital.

(e) Transport Facility:

An emergency vehicle remains in the Power House round the clock to meet any emergency to shift the injured person to nearby Hospital.

(f) Land Slide:

Stone Packing has been made in both sides of penstock pipe lines of high head Power Station to avoid damage to the penstock Pipelines in case of Land Sliding.

(g) Emergency Communication System

Three Tier Communication Systems which are available in the Main Control Centre are given below:-

• Intercom Telephone facilities provided to all essential / important points of different Power Houses.

• Land Line Telephones facility to some Key Executives such as Unit Head, Technical Wing

Head,

• Finance Wing Head, HR Wing Head, Field Managers (Divisional Heads).

• Video Conferencing Communication System available at different Power Stations (Including Inter Units & Corporate Office).

• Power Line Carrier Communication System (PLCC) managed by HPPCL (which is an independent communication system) available to all concerned outside the Power Station for communication in case of other system of communication failed.

Chapter-5: Disaster Response and Relief

5.1 Response Plan

Mechanism for Early Warning and Dissemination

After getting warning from State Disaster Management Authority or District Disaster Management Authority, information shall be disseminated to the field by the State/District Incident Response Team. Mass media like TV, Radio, and Press should also be included for awareness.
The State and District Control room will be activated to function round the clock in the affected district. The State IRT shall furnish the status report about the establishment of control room at district level. Project Officer will be responsible to provide all kinds of support to the control room at district level.

Trigger Mechanism for Response

After issue of early warning, Executive Engineers of the vulnerable districts will explain the detailed response plan at district level meeting of District Disaster Management Authority constituted in every district in conformity with GOI guidelines for planning, coordinating and implementing various activities. At State level HIMURJA, State nodal officer will coordinate with the SEOC and SDMA for the response.

Appointment of Nodal Officers

Director/Assistant Director of HIMURJA will be the nodal officer at state level and will be supported by Controller (Finance) and an Officer on Special Duty. HIMURJA will serve as a support agency for regulating relief operations during the disaster.

Roles and responsibilities of the nodal officers

Roles and responsibilities of the nodal offices are as under:-

1. Act as the focal point for disaster management activities of the department. The department may ensure that he/she has the mandate to work immediately without waiting for directions from the higher authorities. This will save time.
2. Provide his/ her contact and alternate contact details to SDMA/DDMA and Revenue Department, State and District Emergency Operation Centre, all line departments and agencies.
3. Accountable to any communication/actions related to disaster management of the department.
4. Take lead to prepare the department disaster management plan, Emergency Support Function (ESF) plan and Standard Operating Procedure (SOP).
5. Constitute the Incident Response Team (IRT) in the department as per the need and orga-

nize training for members.

6. Help the department to procure the equipments necessary for search and rescue, first aid kits and disburse the same to IRTs and for the department if required.

7. Provide regular information on disaster or task assigned to him to SEOC/ Revenue Department during and after disasters in consultation with the department head.

8. Attend Disaster management meeting, trainings, workshops or any related programme on behalf of the department.

9. Identify an alternate nodal officer and build his/her capacity.

10. As per the need of the department, set up control room and assign other official (s) for control room duty.

11. Identification and staffs for deployment on site operation centers (on site control room during a disaster)

12. In consultation with the department, make arrangement of alternative communication system for the department.

13. Mobilise resources for disaster response activities as per the resource inventory put in the department DM Plan if it is needed by the department or other line departments.

14. Organise regular awareness programmes in the department.

15. Organise the periodic mock drills at least twice a year as per the suitability of the department and update the plans at all levels and ensure participation of the department in mock drills of other agencies and other departments.

16. To have liaison with other departments and functionaries working in the field of DM.

Chapter 6: Financial Resources for Implementation of DMP

Section 40(2) of the Disaster Management Act stipulates that every department of the State, while preparing the DM Plan, shall make provisions for financing the activities proposed therein. Normally the funds required for risk assessment and disaster preparedness must be provided in the budgets of every concerned Board. Such funds are not very sizeable and HPPCB will allocate such funds within their normal budgetary allocations from coming budget year for risk assessment and preparedness.

HIMURJA should make financial allocations in preparing and executing the disaster management plan. The Director (Finance) should plan for the following:

- Funds for Prevention and Mitigation Activities
- Funds for Preparedness and Training Activities
- Funds for Response Activities (including pre-authorization to draw money from treasury in the event of an immediate emergency)
- Funds for Disaster Risk Insurance

For the purpose of expediting services to its customers, HIMURJA will delegate special financial powers during an emergency to its personnel.