

SRI POTTI SRIRAMULU NELLORE DISTRICT

DISTRICT DISASTER MANAGEMENT PLAN
2015

(UPDATED AS ON 09.12.2015)

COLLECTOR & DISTRICT MAGISTRATE
SRI POTTI SRIRAMULU NELLORE DISTRICT
NELLORE

INDEX

SL. NO	SUBJECT	PAGE NO.
1	Introduction	3
2	District Profile	6
3	Hazard Analysis	13
4	Preparedness Plan	15
5	Prevention Plan	25
6	Response Plan	26
7	Crisis Response Structure	26
8	Standard Operating Procedures(SOPs)	67
9	Role of NGOs	111
10	Dissemination of DDMP	111
11	Plan Evaluation	112
12	Plan Update	112

DISTRICT DISASTER MANAGEMENT PLAN SPS NELLORE DISTRICT

INTRODUCTION

District Disaster Management plan is an operational module for the District Administration on how to mitigate different types of disasters effectively with locally available resources and personnel and to provide distressed people with immediate relief. It should also ensure immediate response from the existing administrative structure for an action oriented response structure.

Necessity of the Plan:

It is certainly possible to reduce the impact of Disasters by evolving appropriate preparedness, preventive and response plans. Earlier, any disaster management was considered as a crisis management function that began with a disaster and closed soon after the risk, relief and rehabilitation. It is now realized that process of mitigation should incorporate long term preventive and protective measures by adopting appropriate strategies for disaster prone areas.

Changing Context of Disaster Management:

There is a paradigm shift in Disaster Management approach ever since DM Act-2005 has come into force.

- From the earlier focus primarily on response and relief to prevention and preparedness.
- Creation of Policy, legal and institutional framework, backed by effective statutory and financial support.
- Building-in of DM concerns into the development process and undertaking mitigation measures
- Continuous and integrated process of planning, organizing, coordination and implementing measures in a holistic, participatory, inclusive and eco-friendly manner.

Objectives of District Disaster management Plan:

- To improve preparedness at the District level through risk, vulnerability & preparedness analysis to disasters and to minimize the impact of disasters in terms of human, physical and material loss.
- To ascertain the status of existing resources and facilities available with various agencies involved in Disaster Management in the District and improve the capacity building of the District to enable the District to manage disasters in more effective way.
- To develop a framework for proper documentation of future disasters in the District, to have an update on critical information essential for plan, to critically analyze and appraise responses and to recommend appropriate strategies.

Important Provisions relating to District Disaster Plan in DM Act-2005

Disaster (Sec.2 (d)):

“Disaster” means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man made causes, or by accident or negligence which results in substantial loss of life or human suffering or damage to, and destruction of, property, or damage to, or degradation of, environment, and is of such a nature of magnitude as to be beyond the coping capacity of the community of the affected area.

Disaster Management (Sec.2 (e)):

Disaster Management means a continuous and integrated process of planning organizing, coordinating and implementing measures, which are necessary or expedient for

- i. Prevention of danger or threat of any disaster,
- ii. Mitigation or reducing the risk of disasters
- iii. Capacity –building
- iv. Emergency preparedness
- v. Assessing the effects of disasters
- vi. Providing emergency relief and rescue: and

- vii. Post-disaster rehabilitation and reconstruction;

Constitution of District Disaster Management Authority (Sec.25)

- State Government shall establish a District Disaster management Authority with the District Collector as Chairperson.
- It Shall meet as and when necessary and at such time and place as the Chairperson may think fit. (Sec.27)
- As and when it considers necessary, the Chairperson may constitute one or more advisory committees and other committees for the efficient discharge of the functions (Sec.28)

District Plan (Sec.31)

- There shall be a plan for disaster management for the district.
- It shall be prepared by District Authority after consultation with local authorities, having regard to the National Plan & State Plan.
- It has to be approved by State Authority
- **The District plan shall include :**
 - a) The areas in the district vulnerable to different forms of disasters:
 - b) The measures to be taken, for prevention and mitigation of disaster, by the Departments of the Government at the district level and local authorities in the district.
 - c) The capacity- building and preparedness measures required to be taken by the Departments of the government at the district level and the local authorities in the district to respond to any threatening disaster situation or disaster.
 - d) The response plans and procedures in the event of a disaster providing for.

- i. Allocation of responsibilities to the Departments of the Government at the district level and the local authorities in the district.
 - ii. Prompt response to disaster and relief thereof
 - iii . Procurement of essential resources;
 - iv . Establishment of communication links ; and
 - v . The dissemination of information to the public;
- e) Such other matters as may be required by the State Authority.
- f) The District Plan shall be reviewed and updated annually.

2. DISTRICT PROFILE

Historic Name	:	The district was known as VIKRAMA SIMHAPURI until 13th Century.
Original Name	:	Later it was known as Nellore. The city derives its name from the Tamil word " nellu " which means paddy, as paddy cultivation is the predominant occupation in the District.
Present Name	:	Sri Potti Sreeramulu Nellore District (Named after Sri Potti Sreeramulu, who sacrificed his life for attaining separate state of Andhra for telugu speaking people)
History	:	Nellore has a long history that stretches back to the 6th century A.D. Once ruled by the Pallava and Chola dynasties, Golconda vassals, Nawabs of Arcot and the Vijayanagara kings. Nellore, which was in the erstwhile Madras State, became a part of Andhra Pradesh in 1956. The great Telugu poet Tikkana Somayaji translated 15 parvas of Sanskrit Mahabharata into Telugu on the bank of Penna River in Nellore.
General information	:	The total area of the District is 13076 Sq.kms No of Divisions : 5 No of Mandals : 46 No of Assembly Constituencies : 10 No of Revenue villages : 1193 No of Grama panchayaths : 940 No of Municipal Corporations : 1 No of Municipalities : 5 No of Nagar panchayaths : 1

Demographic information	:	Population: Men : 14,93,202 Women : 14,72,880 ----- Total : 29,66,082 ----- Urban Population : 29.27% Sex Ratio : 986 females (per 1000 males) Density : 227 per sq. km., Literacy : 62.53%
Boundaries	:	East : Bay of Bengal West : Eastern Ghats (Kadapa & Chittoor Dts) North : Prakasam District South : Chittoor Distirct & Tamil Nadu State
PARLIAMENTARY CONSTITUENCIES		
22. Nellore :	:	109. Kandukur (Prakasam District), 114. Kavali, 115. Atmakur 116. Kovur, 117 Nellore City 118. Nellore Rural and 123.Udayagiri of Sri Potti Sriramulu Nellore District
23. Tirupati(SC):	:	119.Sarvepalli,120.Gudur(SC),121.Sullurupet(SC) 122.Venkatagiri of Sri Potti Sriramulu Nellore District & 167.Tirupati , 168 Srikalahasti, 169.Sathyavedu(SC) of Chittoor District
Places of Importance		
1. Shar	:	Satish Dhawan Space Centre SHAR (Shriharikota High Altitude Range) at Sriharikota is one of the best-known names among the Spaceports of the World today. India's Space vehicles fly from here giving an assured access to Space for indigenous satellites as well as commercial satellites. Diverse kinds of Space missions with remote sensing, communications, and scientific satellites are launched from here.
2. Pulicot lake	:	Pulicot Bird Sanctuary, spreading in Sullurpet and Tada mandals. The most important bird species of this lake is Flamingo.
3. Nelapattu	:	World famous Pelican Breeding Centre. In D.V. Satram Mandal 4 Km from NH-5.
Important Rivers & Streams:		
Pennar	:	Pennar River flows for about 112 kms in Nellore District. Somasila Irrigation Project and two anicuts one at Sangam and another at Nellore are built across the River.

Swarnamukhi	:	River flows through Pellakur, Naidupet, Kota & Vakadu Mandals
Kalangi	:	River flows through Sullurpet, Doravarisatram and Tada Mandals.
Streams	:	The streams Kandaleru and Boggeru occasionally overflows and bring floods during rainy season.
Projects		
1. Somasila Dam	:	Built across Penna River with 78 TMC capacity catering to irrigation needs of the District.
2. Kandaleru Dam	:	Telugu Ganga Project balancing Reservoir with 50 TMC. Catering to drinking water needs of Chennai and Tirupati and irrigation needs of Gudur Division.
3. Krishnapatnam Port	:	Recently commenced Commercial operations. It is located in Muthukur Mandal.
IMPORTANT PLACES OF WORSHIP		
1. Penchalakona	:	Lord Penchala Narasimha Swamy Temple near Rapur at the foot hill.
2. Jonnawada	:	Goddess Kamakshamma Temple in Buchireddy-palem Mandal. 15 Kms from Nellore
3. Dargas	:	In Kasumuru village Near Venkatachalam. 20 kms from Nellore In Nellore City
a) Kasumur Darga	:	
b) Bara shahid Darga	:	
c) AS Pet Darga	:	In Anuma Samudram Pet Village & Mandal 50 Kms from Nellore
4. Golagamudi	:	Venkaiah Swamy Ashram in Golagamudi village near Venkatachalam 10 Kms from Nellore
5. Chengalamma Temple	:	Famous Goddess Sri Chengalamma in Sullurpet Town.
IMPORTANT FESTIVALS & EVENTS		
1. Rottela Festival	:	It is celebrated in Nellore Tank near Bara Shahid Darga. It is known for fulfillment of ambitions by donating the "rotti" (Chapathi made with wheat) named after the ambition.
2. Flemingo Festival	:	It is conducted in the month of January and February every year in Sullurpet Town during the breeding season of migratory birds, especially Flamingos in Pulicat Lake Bird Sanctuary and Pelicans in Nelapattu Birds Sanctuary.
Minerals		
	:	Mica: World famous mica mines are located in

		Sydapuram Mandal located about 15 Kms from Gudur..
		Silica : The Silica mines located in Chillakur and Kota Mandals 35 Kms from Nellore.
Agriculture	:	Agriculture is the main stay of the people in the District. The total geographical area of the District is 13.07 lakh hectares. The principal crops are Paddy, Blackgram, Groundnut, Sugarcane, Fruit and Vegetables, Chillies, Cotton, Tobacco and Sunflower. The Net area sown forms 26.40% of the total geographical area. The main irrigation sources are Somasila Project, Sangam anicut, Kavali Canal and Kanigiri Reservoir. In addition there are few medium and minor irrigation sources, tanks and wells and lift irrigation schemes in the district.
Soils	:	The Soils in the district are classified as black, red and sandy. The red soil is predominant with 40% of the area in the District whereas a belt of sand runs along the sea coast. The black cotton soil and sandy loams occupy 23% and 34% of the area respectively.
Animal Husbandry	:	There are 225 Veterinary Institutions in the District comprising 15 Veterinary, 96 Veterinary dispensaries and 114 Rural Livestock Units. There are also special Institutions viz., Centralized Semen collections, Animal Health Centre, Polyclinic and Sheep Extension Centres.
Fisheries	:	The District has a coastline of 169 Kms. covering 11 mandals. There are 93 coastal fishermen habitations having 82, 500 population. Among them, 16,300 are active fishermen. There is a Pulicat Lake which is the second biggest brackish water lake in the Country with an area of 468 Sq.Kms. It yields an annual production of 6,500 metric tons of fishery wealth. It provides livelihood to 11,000 fishermen covering 20 habitations.
Forest	:	As much as 18.7% of the total area of the District is occupied by forest. But all the forests are not productive. Class-I forests which are being under scientific management for a long time past registered good growth. Hill forests harbor wild life and occasionally tigers cross over to the District from the forests of

		Kadapa district. The Pulicat lake in the District harbor migratory birds since it is the host of water birds. Fish and other marine organisms also thrive in the lake.
Education	:	There are as many as 2941 Primary Schools, 654 Upper Primary Schools, 512 High schools, 153 Junior Colleges and 49 Degree Colleges functioning in the District. Govt. have been investing huge amounts on creating educational infrastructure including recruitment of teachers in all categories apart from providing pucca buildings. Because of these constructive measures, the literacy rate has been phenomenally increased to 69.15% a little above the State literacy rate.
Medical & Health	:	A total of 94 Hospitals including Primary Health Centres, Mobile Medical Units and Dispensaries are existing in the District apart from one District Headquarters Hospital and one Hospital for Special Treatment. Special wings in each specialization are in position. There are 25 Ayurvedic Hospitals and 6 Unani Hospitals besides 13 Homeopathy Hospitals.
Climate	:	The District receives rainfall mainly during North East monsoon. The climate of the District is generally dry and salubrious. Generally April, May and June are the hottest months with highest maximum temperature recorded at 42.30 C whereas the temperature is low in the months of November, December and January.

Table 2.1 : Rainfall :**Rainfall for the last 4 years :**

Sl. No	Month	Normal	Actual Rainfall in mm				
			2010-11	2011-12	2012-13	2013-14	2014-15
1	June	57.0	108.2	60.8	15.9	34.7	33.5
2	July	86.0	112.9	58.6	110.0	138.9	42.6
3	Aug	86.0	209.4	132.6	72.9	103.0	91.0
4	Sep	102.0	91.1	58.4	63.0	90.8	68.4
5	Oct	239.0	291.5	271.9	174.1	203.1	145.4
6	Nov	313.0	332.8	350.8	130.9	160.5	130.6
7	Dec	109.0	137.6	67.9	191.4	6.4	116.2
8	Jan	14.0	10.4	41.0	0.00	0.00	2.3
9	Feb	6.0	29.8	0.0	53.6	2.2	0.9
10	Mar	4.0	0.0	0.0	18.7	0.1	3.3
11	Apr	10.0	35.3	14.5	12.7	3.7	48.0
12	May	54.0	9.4	0	4.8	15.9	21.2
Total		1080.0	1368.4	1056.5	847.9	1056.5	631.3
Deviation			26.7	-2.8	-21.5	-29.7	-41.5

Table 2.2 : Geographical Area : (in Hectares)

Sl. No	Category of land	Extent in Hectares
1	Total Geographical area	1307600
2	Forest	271899
3	Barren & Uncultivable land	82857
4	Land put to Non Agricultural uses	306869
5	Permanent pastures & other grazing lands	34816
6	Tree crops & groves	7129
7	Cultivable waste	43879
8	Other fallow land	115543
9	Current fallow land	104619
10	Paddy crop	194000
11	Non paddy	164000
12	Total cropped area	358000

Table 2.3 : Land Holding Pattern :

Big Farmers	Marginal	Small Farmers/Scale of Land	Agricultural labourers	Total
56526	276758	86114	541885	961283

Table 2.4 : Livelihood Details :

Population	Cultivators	Agricultural Labourers	Household Industries	Other than household Industries	Marginal Workers	No Workers
2966082	213420	541885	48491	402774	407906	1351606

Table 2.5 : Drinking Water Sources :

Tube Well (HPs + Scheme Bore Well)		Well (Open Wells)	PWS Schemes	CPWS
Functional	Defunct			
16871	--	1994	2696	29

Total No. of Bank branches in the District : 244

Table 2.6 : Transport and Communication Information :

Tele Communication	No. of Boats available	No. of Buses	No. of Trucks	No. of JCBs	No. of jeeps
Available in all mandals	7	992	13025	111	97

3. A. HAZARD ANALYSIS

The Hazards, that the District is prone, basing on history of hazards and impact of hazards.

3.A1 History of Disasters in the District: (2006 to 2014)

Sl. No	Type of hazard	Date of Occurrence	Mandals affected	Village affected	Deaths, Injuries(human) TB- Thunder bolt E-Electrocution HC-House collapse DR-Drowned	Houses/buildings f-fully, P-Partly M-marooned	Crop damage in hect.
1	Hail storm heavy rains and floods	March-2006	11	34	0	0	2083
2	Hail storm Heavy rains and floods	April-2007	5	19	TB-5	0	347
4	Heavy rains and floods	Oct-2007	40	1092	DP-19	F-5264 P-67421 M-510245	11995
5	Hail storm	Dec-2007	1	1	0	M-09	0
6	Nisha/Khaimuk Heavy Rains	Nov-2008	7	28	Deaths-4	-	4337.05
7	Heavy Rains	Nov-2009	46	110			600.00
8	Laila Cyclone	May-2010	12	78	Deaths-4	F-41; P-99	1199.40
9	Jal Cyclone	Nov-2010	13	41	Deaths-7	F-160, P-98	4293.00
10	Thane Cyclone	Dec-2011	-	-	-	-	-
11	Nilam Cyclone	Nov, 2012	-	-	Death -1	-	-
11	HUD HUD Cuyclone	Oct, 2014	-	-	-	-	-

3.A2. Rainfall Data::

year	Normal (In.mm)	Actual (inmm)	Incidence of flood level in Somasila Project
2000-2001	1080.0	903.5	305.95ft
2001-2002	1080.0	1385.7	314.6ft
2002-2003	1080.0	821.3	No flood
2003-2004	1080.0	994.4	No flood
2004-2005	1080.0	935.8	317.20fit
2005-2006	1080.0	1401.8	317.20
2006-2007	1080.0	852.1	No flood
2007-2008	1080.0	1363.1	321.85
2008-2009	1080.0	996.3	No flood
2009-2010	1080.0	996.3	No flood
2010-2011	1080.0	1368.6	No flood
2011-2012	1080.0	1066.2	No flood
2012-2013	1080.4	847.9	No flood
2013-2014	1080.4	759.3	No flood
2014-2015	1080.4	631.3	No flood

3.A3. VULNERABILITY/RISK ANALYSIS

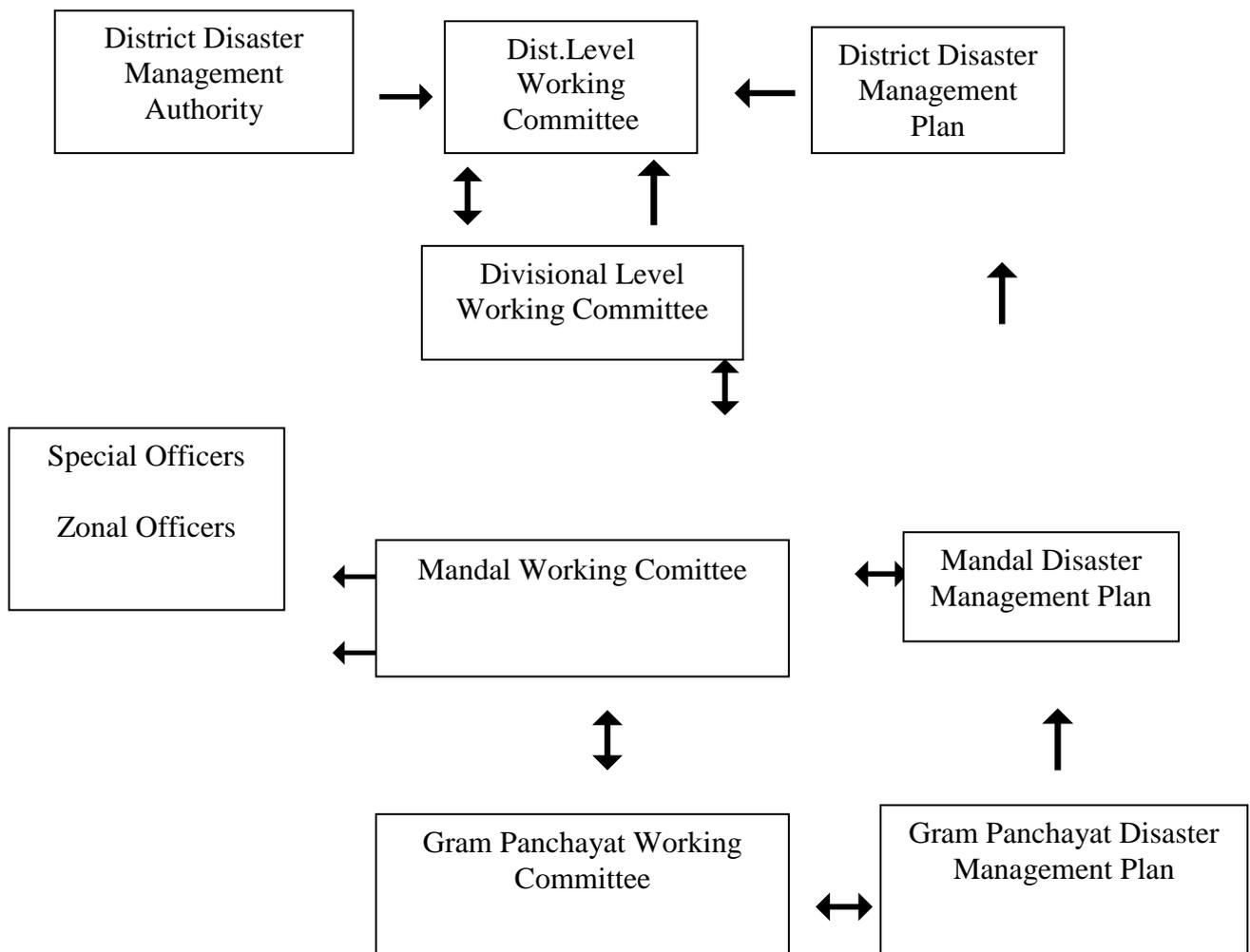
Under this, area, people and infrastructure exposed to different forms of disasters in the district are analyzed which become the basis for plan preparation.

Sl.No	Type of hazard	Affected Mandals	No. of Affected Villages	Population	Women	SC	ST	Children	Agri .Crop in Hects	Hortil Crops (hects)
1	Hailstorm/Flood Oct, 2005	46	1110	2668564	1323629	587,157	242257	786267	4342	781
2	Flood, March,2006	11	34	6321236	316418	140401	57612	187466	2083	
3	Floods April,2007	5	19	280059	139729	13714	26166	85114	116	231
4	Hailstorm/Flood October, 2007	40	1092	2485536	1243164	555056	237003	683710	11056	939

4. PREPAREDNESS PLAN

- a) Institutional Setup
- b) Warning System
- c) Communication System
- d) Control Rooms
- e) Assessment of Materials, Equipment & Resources
- f) Training & Capacity Building of Stake holders
- g) Mock Drills
- h) Community Based Disaster Management
- i) Name and Address of Principal Functionaries
- j) Longitudes and Latitudes
- k) Public & Private Resource Inventory

All precautionary activities and measures which enable rapid and effective response to hazard events constitute preparedness plan.



As per DM Act -2005, State Government shall establish District Disaster Management Authority for every District with District Collector as ex-officio chairperson of the Authority and 6 others as members of the authority. District Authority shall act as the district planning, coordinating and implementing body for disaster management and take all measures for the purpose of disaster management in the district in accordance with guidelines laid down by the State Authority.

District Authority may constitute advisory committee at district level for the efficient discharge of its functions. After taking approval from the District Authority present District level advisory committee comprising functionaries from various line departments, public representatives, PRI representatives, NGOs, representatives of CBOs in the district with District Collector as Chairman can continue performing advisory role.

Similarly, there shall be Divisional level Advisory Committee with Sub-Collector/ RDO as Chairpersons along with official and non-official at division level as member.

There shall be similar committee at Mandal and Gram Panchayat level. Further, to help mandal level committee in preparedness and response operations there shall be one District level officer for every vulnerable mandal.

The Officers designated by the district administration shall be the key persons for disseminating warnings or alerts.

**APPOINTMENT OF DISTRICT LEVEL OFFICERS AS SPECIAL
OFFICERS TO THE CYCLONE /FLOOD PRONE MANDALS OF SRI
POTTI SRIRAMULU NELLORE DISTRICT 2015**

TASK FORCE OFFICERS APPOINTED TO MANDAL

SL NO	MANDAL ALLOTTED	NAME & DESIGNATION Sarvasri	E-mail Address	Mobile NO.
1	SEETHARAMAPURAM	Kanaka Narasa Reddy PO, RVM	apc_nlr@yahoo.co.in	9849909132
2	UDAYAGIRI	M.V.Ramana R.D.O., Atmakur	rdoatk5@gmail.com	9177055885
3	VARIKUNTAPADU	M.L.Narasimhulu R.D.O., Kavali	rdokvli@nic.in	9849904054
4	KONDAPURAM	PD, APMIP	apmipnlr@yahoo.co.in	8187890882
5	JALADANKI	Sudheer EE. PR., Kavali	ee_pr_kvl@ap.gov.in	9032299773
6	KAVALI	I.Murali DD(FAC), O/o JDA, Nellore	jdanellore@gmail.com	8886613635
7	BOGOLE	S.Prasad AD, O/o JDA, Nellore	jdanellore@gmail.com	8886613633
8	KALIGIRI	Ch.Nagendra Rao Dist. Social Welfare Officer	dydir_sw_nlr@ap.gov.in	7799826357
9	VINJAMUR	T.Somaiah AD, O/o JDAH, Nellore	jdahnellore@gmail.com	8374446218
10	DUTTALUR	Y.Ramachandra Reddy ED, SC Corporation	ed_apscfc_nlr@ap.gov.in	9849905971
11	MARRIPADU	T.Venu Gopal Reddy P.A. To Spl. Collector, TGP, Nellore	setgpgnss2@yahoo.in, splcollector_tgpnlr@yahoo.co.in	9000489825
12	ATMAKUR	Venkateswar Reddy AD, APMIP, Nellore	apmipnlr@yahoo.co.in	8187890883
13	A.S.PETA	Md.Samshuddin ED, Minorities	nellore@apsmfc.com	9849901154
14	DAGADARTHI	Sd.Ismail Minority Welfare Officer	dmwonlr@gmail.com	8096416521
15	ALLUR	Sri V.Kullaya Reddy AD, Sericulture	ad.seri.nlr@gmail.com	9849021839
16	VIDAVALUR	A.Sudhakar GM, District Industries Centre	gmdic.nlr@apindustries.gov.in	9640909825
17	KODAVALUR	M.Vijaya Bharathi PD, ATMA	bharathibsr@gmail.com	9989399520
18	BUCHIREDDIPALEM	S.Vidyavathi PD, ICDS	pdreportsnellore@gmail.com	9440814522
19	SANGAM	K.Anuradha AD, Horticulture-II	adh2nellore@rediffmail.com	8187890572

20	CHEJERLA	D.Rajeswara Rao District Co-operative Officer	dconlr@gmail.com	9848781630
21	ANANTHASAGARAM	Maheswara Rao EE, PR., Nellore	ee_pri_nlr@ap.gov.in	9440284623
22	KALUVOYA	B.Rami Redy CEO, Zilla Parishad	ceo_pr_nlr@ap.gov.in	9949911797
23	RAPUR	K.T.Venkaiah, DD, O/o CPO., Nellore	cpo_nlr@yahoo.co.in	9849901494
24	PODALAKUR	K.VenkateswarluR.D.O., Nellore	rdonel@nic.in	9849904055
25	NELLORE	G.Krishna Kishore SDC, KRC, Collectorate	krrc-ne-ap@nic.in	9701591666
26	KOVUR	G.Narsimhulu AD, Disabled Welfare	addwnlr@gmail.com	9618404383
27	INDUKURPET	V.K.Seena Naik Spl.Deputy Collector, TGP,Rapur	setgpgnss2@yahoo.in, splcollector_tgpnlr@yahoo.c o.in	9490625896
28	THOTAPALLIGUDUR	K.Seetharamaraju, Joint Director, Fisheries	jdfisheriesnlr@gmail.com	9440814739
29	MUTHUKUR	JSSM Sreedhar Kumar JD, Animal Husbandry	jdahnellore@gmail.com	9989932881
30	VENKATACHALAM	V.R.Chandra Mouli PD, DRDA	drdanlr@yahoo.co.in	9704501001
31	MANUBOLU	Rami Reddy, SE, RWS	SE_RWS_NLR@ap.gov.in	9100121700
32	GUDUR	K.V.N.Upendra Kumar AD, Marketing	admnellore@gmail.com	9505517213
33	SYDAPURAM	V.Sanjeeva Rao Dist. BC Welfare Officer	dbcwonlr2013@gmail.com, phcsydapuram@gmail.com	9849904499
34	DAKKILI	B.Ravindra Babu AD, Horticulture-I	adh1nellore@yahoo.com	8187890560
35	VENKATAGIRI	N.Babji Rao AD, Handlooms	adhandtnlr@ymail.com	9912623897
36	BALAYAPALLI	K.Ramesh Kumar DD, Ground Water	ddgwd.nellore@gmail.com	9866578689
37	OZILI	R.M.Giridhar Dist. Tribal Welfare Officer	dtwonlr@gmail.com	9490957020
38	CHILLAKUR	K.Jyotsna Asst.Tribal Welfare Officer	atwonellore@gmail.com	9491947547
39	KOTA	T.Rajsekhar AD, Mines	mines-ne-ap@nic.in, admng_nlr@yahoo.co.in	9440817910
40	VAKADU	C.Subramanyam, CEO, SETNEL	setnelnellore@gmail.com	9849909074
41	CHITTAMUR	N.Ramachandra Reddy PD, Housing	pd09@apshcl.gov.in	7093930109

42	NAIDUPET	S.Sharath PO, ITDA (FAC)	poitda.nlr@gmail.com	9440827852
43	PELLAKUR	R.V.Krishna Reddy EE, RWS, Gudur	ee1_rws_gdr@ap.gov.in	9100121707
44	DORAVARISATRAM	L.Srinivasa Rao AD, Horticulture, O/o ITDA	srinivasaraol.6668@gmail.com	9618002027
45	SULLURPET	M.Babaiah, RDO, Naidupet	nptrdo@gmail.com	9963474102
46	TADA	S.V.Srinivas Dy.Commissioner of Labour	acl.nlr@gmail.com	9492555114

b) Warning System :

Loss of life and property is significantly reduced because of preparedness measures and appropriate warning systems. Indiscriminate warning may result in non responsiveness of the community. From District control room the warning will be disseminated to the Mandals and from Mandals to the Village Panchayat. Within the Panchayat limits, warning will be disseminated by local means through beat of drums, tom-tom, ringing of bells, hoisting of flags etc.,

Additionally, the list of agencies competent to issue warnings or alerts are given below.

State Revenue Control Room No.040 – 23456005/23451043

District Control Room No.1077

Disaster	Agencies
Floods	CWC, Contact no.040-27905628
Cyclones	IMD, Cyclone Warning Centre- Visakhapatnam, Contact No.0891- 2543033,2543034
Tsunami	INCOIS, Contact No.040-27904950
Earthquake	IMD, Contact No.040-27904950
Epidemics	DM & HO
Road Accidents	Superintendent of Police
Industrial & Chemical Accidents	Superintendent of Police
Fires	Fire Brigade & police

Warning Stages :

Flood	Cyclone
1 st Warning; - When flood level reaches 100 mts. at Somasila Dam	Alert:- 48 hrs. before anticipated rainfall
2 nd Warning – When flood level reaches above 100 mts at Somasila Dam	1 st Warning – 24 hrs. before anticipated rainfall
	Subsequent Warnings

The Warnings are disseminated to the following by means of message through. VHF/Wireless Sets/Ham Sets/Telephone/Telegram/DD/AIR/Satellite based disaster warning systems (for cyclones.)

- 1) Collector, SPS Nellore District
- 2) S.P., SPS, Nellore District.
- 3) Sub-Collector/ Revenue Divisional Officers in the District.
- 4) SDPO's in Nellore District
- 5) Tahsildars of affected Mandals
- 6) Special Officers in the District.
- 7) District Public Relations Officer, Nellore
- 8) Joint Director, Fisheries.
- 9) SI of Police of all vulnerable mandals
- 10) All control rooms, Sub-control Rooms.

C) Communication System :

Communication systems for dissemination of warnings include-Radio, TV, Ham Radio, Satellite Telephones, Wireless Systems and Telephones/Cell phones. During Natural calamities wireless systems and Ham radio systems are last to fail. In Nellore district, for disseminating flood/cyclone warnings communication systems are positioned as mentioned below.

- i. **Revenue Wireless Sets:** All Tahsildar offices are having wireless base sets as well as Hand sets besides Divisional Offices.

- ii. **Police Wireless Sets** : Besides revenue Wireless Sets, police Wireless sets are also to be installed at the Collectorate and places where necessary.
- iii. **HAM sets** : To ensure flashing of messages specially, Ham sets are very useful. Ham sets are established at Collectorate and wherever the necessity arises.

It is to be ensured that all these sets are in functional condition during disasters times. Sufficient number of backup batteries also to be kept ready. All the messages communicated should be clear, easily understandable, direct and immediately relevant indicating possible damages. Repeated messages could be more effective.

d). Control Rooms :

District, Divisional, Mandal and other Control Rooms. Control room is the nodal centre for collecting and transmitting information to the appropriate places and persons. Every information of the District should be available in the District control room.

District control room shall be under the overall control of ;the Collector, District revenue officer shall be in charge of District control room assisted by staff round the clock.

In case of Somasila floods in Nellore District, immediately after, flashing of 1st warning that main control room is established in the office of the District Collector, Nellore and information will be flashed to all Divisional Offices to alert Mandals nearby Pennar River.

Besides above control rooms, control rooms are opened at various places after the issue of first warning as mentioned below:

Sl.No.	Place	Incharge	To be Assisted By	Phone No.	Other Communication Network
1.	Collectorate, Nellore	DRO, Nellore	Collecto rate Staff	2331263 2331477 2331261	Revenue Net work . Zilla Parishad Net Work Ham
2.	RDO's Office,	DAO, Kavali	RDO's	08626	Revenue Net

	Kavali		Staff	241564	work .
3.	RDO's Office, Nellore	DAO, Nellore	RDO's Staff	2331635	Revenue Net work .
Sl.No.	Place	Incharge	To be Assisted By	Phone No.	Other Communication Network
4.	SubCollector's Office, Gudur	DAO, Gudur	Sub Collector's Staff	08624 251807	Revenue Net work .
5	Tahsildar, Kavali	Dy.Tahsildar, Kavali	Tahsildar's Staff	08626 250464	Revenue Net work .
6	Tahsildar, Alluru	Dy. Tahsildar, Alluru	Tahsildar's Staff	08622- 276125	Revenue Net work .
7	Tahsildar, Bogole	Dy. Tahsildar, Bogole	Tahsildar's Staff	08626- 246231	Revenue Net work .
8	Tahsildar, Buchi	Dy. Tahsildar, Buchi	Tahsildar's Staff	08622- 273408	Revenue Net work .
9	Tahsildar,Kovur	Dy. Tahsildar, Kovur	Tahsildar's Staff	08622- 271096	Revenue Net work .
10	Tahsildar, Sangam	Dy. Tahsildar, Sangam	Tahsildar's Staff	08622- 220237	Revenue Net work .
11	Tahsildar,Vidavalur	Dy. Tahsildar, Vidavalur	Tahsildar's Staff	08622- 222452	Revenue Net work .
12	Tahsildar,Nellore	Dy. Tahsildar, Nellore	Tahsildar's Staff	2331660	Revenue Net work .
13	Tahsildar, Ananthasagaram	Dy. Tahsildar Anantha sagaram	Tahsildar's Staff	08628- 238525	Revenue Net work .
14	Tahsildar, Atmakur	Dy. Tahsildar, Atmakur	Tahsildar's Staff	08627 220229	Revenue Net work .
15	Tahsildar, Chejerla	Dy.Tahsildar, Chejerla	Tahsildar's Staff	08628- 234631	Revenue Net work .
16	Tahsildar, Kaluvoya	Dy. Tahsildar, Kaluvoya	Tahsildar's Staff	08628- 235122	Revenue Net work .
17	Tahsildar ,Indukurpet,	Dy. Tahsildar ,Indukurpet,	Tahsildar's Staff	2384234	Revenue Net work .
18	Tahsildar, Muthukur	Dy. Tahsildar, Muthukur	Tahsildar's Staff	2377558	Revenue Net work .
19	Tahsildar,Podalakur	Dy. Tahsildar, Podalakur	Tahsildar's Staff	08621 225231	Revenue Net work .
20	Tahsildar, T.P. Gudur	Dy. Tahsildar, T.P. Gudur	Tahsildar's Staff	2371158	Revenue Net work .
21	Tahsildar, D.V. Satram	Dy. Tahsildar, D.V. Satram	Tahsildar's Staff	08623- 279011	Revenue Net work .
22	Tahsildar,Kota	Dy. Tahsildar,Kota	Tahsildar's Staff	08624- 228526	Revenue Net work .
23	Tahsildar, Manubolu	Dy. Tahsildar, Manubolu	Tahsildar's Staff	2290794	Revenue Net work .
24	Tahsildar, Sullurpet	Dy. Tahsildar, Sullurpet	Tahsildar's Staff	08623- 242062	Revenue Net work .

25	Tahsildar, Vakadu	Dy. Tahsildar, Vakadu	Tahsildar's Staff	08624-240226	Revenue Net work .
26	Tahsildar, Tada	Dy. Tahsildar, Tada	Tahsildar's Staff	08623-249742	Revenue Net work .

e) Assessment of materials/Equipments/Resources required by various Departments.

Preparedness of various Departments in terms of assessment and making available at requisite places in the district before incidence of disasters is very essential for responding to disasters in rapid and effective manner.

Revenue and Civil Supplies :

- i). Positioning of buffer stock in advance stock at F.P. Shops in the vulnerable mandals.

This is to be ensured by conduct of meeting at district level by District Collector every year in the month of may and Sub-Collectors and RDOs to follow up to ensure stocks are lifted to the identified places.

- ii) **POL to be stocked by bunk owners:** Diesel and Petrol required for vehicles engaged for disaster response is to be stocked.
- iii) **Boats Requirement :** Boats required are to be positioned at the identified points by requisitioning for delivery of Boats when water outflow exceeds 150000 cusecs at Somasila Dam and during cyclone.

DM & HO::

Drugs and Disinfectants required are to be stocked at identified places by June of every year. Drugs and Disinfectants requirement for Cyclone/Flood affected villages and emergency drug storage centres.

Animal Husbandry ::

Veterinary Medicines, Vaccine and equipment required during Floods/ Cyclone.

District Panchayat Officer :

In order to prevent outbreak of epidemics in the flood affected villages proper sanitation and water control measures in removal of garbage, draining out of stagnated water, cleaning of choked drains, spraying of baytex in drains and stagnated water area, distribution of Gambusia fish in large scale, and chlorination of all drinking water sources need to be taken up.

f) Training and Capacity Building of all Stake holders ::

One of the important measures of preparedness is to build the capacities of, members of disaster management committees at various levels, functionaries of departments relating to DM at various levels and members of task force teams at village level so as to bring in clarity about roles and responsibilities and to equip them to manage the calamities effectively. In this regard, District administration has to work out proper capacity building strategy for managing disasters effectively.

g) Mock Drills ::

Basing on the plans prepared at respective levels, mock drills are to be conducted twice in a year in the month of May and September. Proper mock drill helps evaluating practicability of the plan, adequacy of resources and communication, and in updating the Disaster management plans. It is the responsibility of respective committees to ensure conduct of mock drills. In SPS Nellore District, Mock Drill was conducted on 28.4.2008 under UNDP Programme at Gangapatnam Pallepalem village of Indukurpet Mandal .

h) Community Based Disaster Management ::

CBDM eschews the top down approach where committees are reduced to passive recipients of govt. benefits with no say in decision making, implementation and monitoring. It recognizes that local communities have the ability to plan for themselves on a sustainable basis as they know what is best for them and envisages proactive partnership between the Government the community and other stakeholders like NGO's, CBO's etc.,

CBDM strategy envisages setting up of committees from village level to district level comprising local elected representatives, respective govt. functionaries, NGO's CBO's etc. Institutions/ Committees created at various levels are responsible for preparation, implementation, monitoring, evaluation of plans. Plans prepared at village level are to be integrated to mandal plans and mandal plans to district plan.

5. PREVENTION PLAN

All activities and measures in advance of a hazard event designed to reduce hazards and their effects and provide protection from their impacts. Prevention plans are hazard specific and deal with both structural and non-structural measures.

Structural Measures:

Construction of infrastructural facilities like dams/ embankments, tanks, reservoirs, restoration of vulnerable points on roads, high level bridges, etc., could provide protection from the impacts of floods/cyclones. These structural measures are costly and mostly need one time heavy investment but provide more or less permanent solution.

Non-Structural measures:

These are cost effective, time tested and mostly evolved by the community in a gradual manner with local vision, traditional knowledge.

Ex: Training and Capacity building of Govt. and non-Government functionaries, insurance of livestock, assets, etc. Community mitigation measures like mangrove and shelter belt plantation, dissemination of warning through traditional instruments available in the villages, constructing verandahs much higher than the ground level so that the house won't get damaged during flood, alternate cropping pattern, flood resistance crops, etc.

6. RESPONSE PLAN

All the activities and measures taken immediately prior to and following a hazard event to reduce impacts and to recover and reconstruct an area affected by hazard event.

Response plan includes emergency warning and dissemination; evacuation; search and rescue; shelter management; medical aid and health; water and sanitation; carcass disposal; infrastructure restoration; etc. and allocation of responsibilities to departments at the district level for performing above response activities.

7. CRISIS RESPONSE STRUCTURE

A) EARLY WARNING DISSEMINATION RESPONSE APSDMS

1. Normal times::

- APSDMS will Process information about an actual or potential Disaster/situation to facilitate connected Departments for preparing the community for initiating advance mitigation actions.

2. **Pre disaster::**
 - Maintain effective communication of the data/advisory/warning to appropriate levels for Disaster Mitigation.
3. **During Disaster::**
 - Maintain effective study of the data/advisory /warning to appropriate levels for Disaster Mitigation.
4. **Post Disaster::**
 - **The** APSDMS will be responsible for carrying out all hazard mitigation studies, developing action plans, mobilizing community involvement in hazard reduction, and developing the institutional and regulatory framework for long term hazard reduction.

Revenue Department::

1. **Normal times::**
 - Maintaining liaison with state level.
 - Review and arrange for strengthening the communication system. Latest equipment and methods should be introduced in disaster prone areas for continuous improvements and effectiveness.
 - Organize Control rooms at District and at Mandal levels with adequate staff and equipments.
 - Prepare an exhaustive list of equipments used during emergencies such as communication equipments, their availability with Govt. and private agencies and ensure that they are in operational condition.
 - Up date the list of agencies, contact persons, addresses, telephone numbers etc. such as line departments,

NGOs, CBOs and trained personnel and provide them to Tahsildars and Panchayats.

2. Pre disaster::

- Communicate immediately the first cyclone warning to the likely affected area up to Village level and alert all concerned to prepare for facing the disaster. The Control Room at Dist. will keep in constant touch with cyclone warning centers, obtain updates and communicate at frequent intervals.
- The people at vulnerable areas may be informed of the Do's & Don'ts and precautions to be taken for protecting lives, cattle and valuables.
- Public are cautioned not to listen to rumors and rely on the information given by media outlets such as radios, TVs, news papers and local authorities.
- Police Dept. should make arrangements for positioning adequate number of mobile VHF sets at vulnerable places for meeting emergencies and to maintain law and order. They should establish communications with nearest Police stations.
- Alert NGOs, CBOs, other voluntary organizations and local youth groups to be in readiness to extend their cooperation on short notice.

3. During Disaster::

- Activate the temporary Control rooms already set up in the affected Mandals for coordination of rescue and relief activities. The Control rooms should have equipments that can function in the event of power failure.

4. Post Disaster::

- Restoration of communications.

- Adequate publicity communication channels and by special vehicles fitted with microphones.
- Information pamphlets and brochures on natural calamities and relief operations should be distributed to the people for improving their awareness.

Home Department (Police)::

1. Normal times::

- **SP** of District will make arrangements for providing adequate number of mobile VHF sets up to District/Mandal/Village Police stations for meeting the exigencies.
- Ensure that Police stations are equipped with sufficient number of cars/jeeps fitted with wireless sets and trained personal to handle them.

2. Pre Disaster::

- **The** Police authorities shall, provide VHF/Mobile wireless sets with operators in Control Room at Dist. Collectorate and at other temporary Control Rooms already setup.
- Ensure adequate numbers of VHF sets are provide at Mandal and vulnerable villages for effective communication.
- Pass, effectively all communications of warnings and precautions received from Control rooms and media to the public through announcements and by loud speakers.

3. During Disaster::

- Ensure passage of warnings and precautions to the people in affected areas of Mandals and Villages through Police communication network.

4. **Post Disaster::**

- Continue to pass warnings and precautions to the people in affected areas.
- Introduce latest transport and communication facilities.

Panchayat Raj(PR) and Panchayat Raj Institutions (PRIs)

1. Normal times::

- Energize the Control rooms to monitor warning signals and to pass on necessary information through wireless, HAM Radio sets, etc...

2. Pre Disaster::

- District level committee shall have public representatives and they will participate and take steps for facing the disaster. The Control room will be activated.

3. During Disaster::

- **The** Control Room will be further strengthened.
- Control Room will monitor warning signals/precautions and pass the information to the people through wireless, HAM Radio sets.

4. Post Disaster::

- Control Room will continue its activities.
- Restore normal communication, power and drinking water facilities on priorities.

ANIMAL HUSBANDRY AND FISHERIES

1. Pre Disaster::

- Dist. Authorities will activate control rooms, cyclone warning centers.
- Ensure that cyclone warning and precautions are properly received by the vulnerable communities and prepare to face the disaster.

2. During Disaster ::

- The control rooms and cyclone warning centers at District will provide/send warning and other information to all affected areas.
- The dept will ensure that cyclone warnings and precautions are properly received by the vulnerable communities and face the disaster.
- Stop fishermen from entering the river, immediately after receiving first flood warning.

3. Post Disaster::

- Ensure that control rooms and cyclone-warning centers at Mandals will continue sending messages to the affected villages.

Medical and Health Department::**1. Pre Disaster::**

- Prepare a list of precautions to be taken by the public before, during and after the disaster to ensure that they maintain normal health under adverse conditions during the disasters and arrange for propagation in the Dist.
- DMHO to prepare and circulate in vulnerable areas, a list of precautions to be taken by the public before, during and after the disaster to ensure that they maintain normal health under adverse conditions.

2. During Disaster ::

- DMHO will be in regular touch with DC and Control room to know the severity of situation and extend medical services accordingly in the affected areas.

3. Post Disaster ::

- Ensure that DMHO and other medical authorities at Dist. And Mandal levels are in constant touch with Control rooms, know the latest situation and expand medical facilities accordingly.
- Ensure continuation of educating people on precautions to be taken for maintaining hygiene and health in adverse conditions.

B) Evacuation, search and rescue response

Revenue Department ::

1. Normal Times::

- Keep adequate number of floats like tyres, inflated tuber tubes , wooden planks, bamboos tied as small platform for people to use for floating during floods.
- Devise and implement continuous plan of action to cut, remove and destroy all thorny bushes and trees in vulnerable areas. They become death traps for people (Particularly women with loose garments and long hair) and cattle who may get stuck in the bushes and bleed to death.
- Plan and organize training programs, mock drills etc. for improving community awareness and preparedness for facing the disasters till the other agencies step in.
- Prepare a list of all utility items for meeting any emergency, check their availability in sufficient

quantities, make inventory and provide them for reference and use at all levels.

- Keep adequate number of floats like tyres, inflated rubber tubes, wooden planks, bamboos tied as small platform for people to use for floating during floods.
- Prepare an exhaustive list of equipments used during emergencies such as tractors, bulldozers, transport vehicles, communication equipments, pump sets, power generators etc., their availability with Govt. and private agencies and ensure that they are in operational condition.

2. Pre Disaster

- Constantly review and coordinate with the Line departments and other agencies on measures to be taken on war footing for facing the cyclone threat, such as Electricity dept. to monitor and switch of power during emergency.
- Keep adequate number of vehicles ready at the nearest possible point to evacuate people from low lying areas as short notice to safer places.
- Police Dept. should make arrangements for positioning adequate number of mobile VHF sets at vulnerable places for meeting emergencies and to maintain law and order. They establish communications with nearest Police stations.
- Alert NGOs, CBOs, other voluntary organizations and local youth groups to be in readiness to extend their cooperation on short notice.

3. During Disaster

- Evacuate marooned and stranded people to safer places such as Cyclone shelters, high raise buildings, school etc.
- Move livestock to safer places and provide adequate fodder and drinking water.
- Monitor and rescue people continuously by organizing search through Army, Navy, Air force, Voluntary and youth organizations by navy boats and helicopters. Make arrangements for moving such affected people to the nearest relief camps.

4. Post Disaster

- Clear the Roads for traffic movement by removing obstructions such as fallen trees, poles etc. Breaches on the Road should be repaired quickly.
- Proper record should be made for the dead and missing persons and notified to the concerned authorities for providing compensation on short and long term basis.
- A good network of motorable Roads should be constructed in all vulnerable areas.

Home Department (Police)

1. Normal times

- Plan and execute Dist. wide training programs for Police personnel with improved techniques for better management of disaster in future.

- List out trained persons responsible at Dist., Mandal and Village level Police stations for disaster management activities with details of address and phone numbers. Provide these list to Dist. Collector and concerned line departments.
- Prepare a Dist. wise list of retired/reserve constables/drivers/other useful personnel. Their services could be used during future emergencies. The lists will be kept in all Police stations in vulnerable areas.

2. Pre Disaster

- Propagate extensively and advise people to move into cyclone shelters. Where ever necessary, resort to forcible evacuation. Provide assistance to R&B Dept. in removing stranded vehicles, fallen trees, collapsed culverts and any other obstacles to ensure movement traffic and people.
- Ensure provision of suitable assistance by Police to Air force authorities in evacuating and Air lifting marooned people to safer places.
- The coordination with Revenue Dept.

3. During Disaster

- SPs will coordinate with DC, DROs and other agencies for providing assistance to rescue and evacuate people in the affected areas of Mandals and Villages.
- Provide guidance and assistance for forming task forces by MROs for evacuation, rescue and emergency relief operations.
- Injured and sick persons should be transported to Medical centers.

4. Post Disaster

- Assistant local officers in identifying the dead persons and for making proper records.
- Continue to Coordinate with DCs for rescue, relief and rehabilitation.
- Police Dept. should provide maximum services by getting additional persons from Police stations of unaffected Districts. They should further coordinate and assist NCC, Scouts, Guides, Army, Navy and Air force personnel in all rescue, relief and rehabilitation activities.
- Update list of trained Police personnel at Districts/Mandals and provide them to concerned authorities.
- Up date lists of retired constables and drivers in each Dist./Mandals for use during future disasters.

Animal Husbandry and Fisheries

1. Normal times

- Demographic profile of families engaged in fishing, poultry, dairy, sheep, goat and pig rearing, their location, unit size etc. will be mapped and provided to Mandal and Village levels. The fishing activity includes, fishing on sea, rivers, canals, lakes, tanks, brackish water etc.
- Cattle rearing community at vulnerable places will be advised not to go for heavy animals, since shifting them during disaster period would be difficult.
- Plan and implement schemes for educating fishermen and animal rearing communities of the vulnerable villages, on the measures to be taken before/during/after cyclones to avoid loss of lives and properties and animals.

- Sufficient publicity will be planned at villages through visual education, training and mock drills.
- Identify safe shelter places for animals with adequate fodder and water facilities in all vulnerable villages for use during disasters.
- Fisheries Dept. should educate fishermen families to stop sea fishing activity soon after receiving first flood warning.

2. Pre Disaster

- Ensure that boats and other equipments of fishermen are moved to safer places and secured.
- Move cattle, sheep, goats, pigs etc to safer cattle yards from vulnerable areas and provide fodder and water.

3. During Disaster

- Mandals and Villagers will arrange for shifting fishermen staying very near the sea and at low lying areas to safer places and relief camps.
- Ensure that boats and other equipments of fishermen are moved to safer places and secured.
- Ensure that poultry farms take measures to safeguard their poultry birds and equipments.
- Move cattle, sheep, goats, pigs etc. to safe cattle yards from vulnerable areas and provide fodder and water.

4. Post Disaster

- Plan and implement schemes for educating fishermen and animal rearing communities of the vulnerable villages, on the measures to be taken before/during/after floods to avoid loss of lives and properties and animals.

- Sufficient publicity will be planned at villages through visual education, training and mock drills.
- For increasing the awareness among fishermen community, provide training/conduct mock drills.

Medical And Health Department

1. Pre Disaster

- Plan methods for quick transportation of seriously injured and sick person from disaster areas to specialties hospitals for affective treatment.

2. During Disaster

- Where ever necessary seriously injured and sick persons are shifted to Dist./State hospitals for specialist services.

Fire Services

1. Normal times

- The Dist. departments will implement training programmes for improvement of their techniques not only in fire fighting but also for rescue from flooding rivers and plains.
- The District Departments will organize frequent drills/demonstrations in rescue operations during floods at Disticts/Mandals/villages for educating public.
- Update departmental stores containing maintenance equipment and spares near vulnerable areas.
- Ensure that the Fire engines and life saving equipments are kept in good condition.
- Persons involved in house collapses will be promptly rescued and shifted to the nearest hospitals.

2. Pre Disaster

- The Dist./Mandal departments will keep the fire engines and other equipments for life saving in working condition.

- Dist. Dept. will move staff and equipment to their respective places of work for attending emergency cyclone duties.
- Dist. authorities will keep ready their trained personnel with life saving equipments to move to other Districts at short notice.
- Dist. authorities will equip their stores with maintenance spares, tools, life saving kits and enough diesel oil.
- Dist. Dept. will attend promptly all distress calls received from public, save them and move them to shelters/medical centers.

3. During Disaster

- Dist. authorities will undertake rescue operations by the fire services staff for saving people from floodwaters and marooned villages and move them to cyclone shelters.
- Ensure that sufficient maintenance spares, tools, life saving kits and diesel oil are continuously maintained at the Dept. store near vulnerable areas.

Post Disaster

- Dist. authorities will continue rescue operations by the fire services staff for saving people from floodwaters and marooned villages and move them to cyclone shelters.
- Dist. departments will educate public at vulnerable areas the techniques for protecting themselves from floodwaters through live demonstrations by fire service staff.

Road Transport Authority/Andhra Pradesh State Road Transport Corporation

1. Normal times

- Update the list of retired drivers/mechanics at Dist. and Mandal levels for future use.
- Update the list of private vehicles available in Districts. And Mandals for future use.

2. Pre Disaster

- Position good number of vehicles near most vulnerable and low lying areas.

3. During Disaster

- Operative busses to move stranded people from highways and Railway station to their places and marooned people from villages to safer places/relief camps.

4. Post Disaster

- Carrying essential items. Restrict movement of other vehicles in disaster affected areas and operate minimum services for other purposes.
- APSRTC will review adequacy of Road network in vulnerable areas with R&B/Panchayat Raj and request for improvements and for laying new roads.

C) MEDICAL AND FIRST AID RESPONSE

Revenue Department

1. Normal times

- Medical facilities should be increased and Hospitals/PHCs equipped in such way that they are able to meet emergency situations and requirement of the effected people.

- The veterinary Dept. should plan and strengthen the systems for ensuring prompt veterinary services to the animals and poultry birds.

2. During Disaster

- Provide first aid and medical assistance for injured and sick people. Special care should be taken for the aged and disabled people, children and pregnant women.

3. Post Disaster

- Appoint an officer to be in charge to coordinate with Line departments, NGOs and other agencies for all aspects of rescue, relief and rehabilitation at each affected village.
- Ensure availability of addition Hospital beds at Dist., Mandal and Village level to meet the urgency.
- Ensure adequate availability of Medicines at various levels and distribute to the needy.
- Ensure Mass inoculation and vaccination programmes in the affected areas to prevent out break of epidemics.
- It is essential that spread of cattle epidemics is prevented. The team of Veterinary doctors with adequate vaccines and medicines must tour all the affected areas.
- Additional medical facilities, hospital and PHCs may be planned and built for meeting increasing requirements.

Animal Husbandry And Fisheries

1. Normal times

- The Dept. reps. will attend Dist. level meetings conducted by DC during April/Sept. and review their plans.
- Adequacy of veterinary units at Mandals and Villages of vulnerable areas will be checked. Plan for additional facilities if necessary.
- Plan adequate storage facilities at veterinary centers for equipments, vaccines and medicines nearer to vulnerable villages.
- Private doctors to establish veterinary service centers in vulnerable areas.
- Plan sufficient storage for supply of fodder during disasters.
- Make provision for mobile health units for cattle for use during disasters.

2. Pre Disaster

- Staff meant for emergency duties will be sent to their respective places of work and will be ready to undertake rescue and relief measures.
- Arrange medical relief to fishermen.
- Provide medical help to distressed animals.
- Stock sufficient quantities of medicines and vaccines at places nearer to the vulnerable villages.

3. During Disaster

- Arrange for providing medical relief to fishermen.
- Arrange for providing medical help to distressed animals.
- Ensure sufficient quantities of medicines and vaccines are stored at places nearer to the vulnerable villages.

- Arrange for visits of veterinary doctors to affected villages.

4. Post Disaster

- Coordinate for medical relief to fishermen.
- Coordinate for veterinary help to distressed animals.
- Ensure supply of medicines and vaccines at places nearer to the vulnerable villages.
- Coordinate for mass vaccination wherever necessary.
- Plan for strengthening storage facilities for medicines and vaccines.
- Private doctors to establish veterinary service centers in vulnerable areas.
- Plan for more mobile health units for cattle.

Medical And Health Department

1. Normal times

- DMHO will prepare Dist./Mandal medical plans in consultation with State authorities and discuss them in the April/Sept meetings held by the DC. The approved plans will be sent to all hospitals/PHCs of the Dist./Mandals for implementation during cyclone disasters.
- The Dist. plans include Medical assistant teams, mobile hospitals, epidemic prevention measures, trauma counseling, Nursing and Para medics and methods to provide services at short notice during disasters.
- DMHO will update the list of Govt./private hospitals, PHCs, clinics and private practitioners available at Dist. and Mandals and circulate them to the concerned authorities.
- Information regarding available specialties, bed strength, Para Medical support at Dist., Mandal and

Village levels should be updated and provide to concerned authorities.

- Plan and maintain ambulances/vans fitted with medical equipment, mobile hospitals, emergency field medical teams, surgery facilities, first aid kits etc. with sufficient equipments and medicines at Dist. Hospitals and PHCs. They should be in a position to move to the affected areas at short notice.
- DMHO will improve the system of making continuous availability of medicines and other equipments at Dist./Mandal hospitals and PHCs.
- Update the list of Doctors and nursing staff at Dist., Mandal and Village Medical Centers with area wise allocation of duties for attending during emergencies.

2. Pre Disaster

- DMHO will have arrangements for providing funds to Dist./Mandal/Village medical centers during emergencies.
- DMHO will nominate a nodal officer from his Dept. to be with MRO-MPDO, assist and coordinate all the medical relief activities during the disaster.
- After receiving the first cyclone warning, alert Dist. Medical Health Officer(DMHO) to plan and keep in readiness mobile hospitals, emergency field medical teams, Para medical teams, surgery facilities, first aid kits etc. with sufficient equipments and medicines at Dist. Hospitals and PHCs. They should be in a position to move to the affected areas at short notice.
- Keep teams of doctors ready with stocks of medicine required for relief to move to vulnerable areas in short time.

- Stock adequate quantities of medicines, life saving drugs, disinfectants, vaccines, inoculations and chlorination equipment.
- Ensure availability of adequate doctors, trained personnel, medical stores and equipment for movement at short notice to vulnerable areas.
- Make provision of sufficient number of ambulances and transport vehicles.
- Plan additional space for extra beds in hospitals/PHCs.
- Plan for establishment of field medical centers, mobile clinics, emergency operation centers and trauma counseling centers at vulnerable areas on short notice.
- Plan for stocking sufficient quantities of blood of different groups at near by Blood banks.
- Update the list of Govt./private doctors and supporting staff whose services can be utilized during emergencies. Instruct them to be in readiness to move at short notice.
- DMHO to prepare and circulate in vulnerable areas, a list of precautions to be taken by the public before, during and after the disaster to ensure that they maintain normal health under adverse conditions.

3. During Disaster

- DMHO will move maximum number of medical and Para medical teams, ambulances and mobile hospitals with adequate equipments, medicines etc. to the affected area and provide medical assistance round the clock to the people. Each team should be allotted specific place in the disaster area.
- DMHO should take all measures to ensure that replenishments are made continuously.

- DMHO will requisition the services of medical teams from unaffected Districts for use in disaster affected areas.
- DMHO will liaise with State for providing additional specialists teams and equipments from
- State headquarters and other States.
- Ensure that sufficient number of temporary medical camps are set up in the affected areas.
- DMHO will take maximum precautions to prevent breakage of epidemics/water borne diseases in the disaster areas.
- Utilize the services of private doctors, allopathy, ayurveda and Homeopathy in the disaster affected areas.
- Organize mobile health units and temporary hospitals for providing medical relief and for preventing break of epidemics.
- Teams of specialist doctors will tour affected areas with adequate medicines and equipments for providing on the spot specialist services.

4. Post Disaster

- DMHO to continue provision of medical facilities at the affected areas and relief camps till the people return to their places
- Ensure adequate measures to continue for preventing break of epidemics by using disinfectants and chlorination.
- DMHO will obtain information on the medical relief provided at disaster areas, quantities of medicines used, the quality of services provide by medical and Para medical staff, the adequacy of medical facilities

available at vulnerable areas and forward to State for future action.

- Maintain a record of persons treated with full details and particulars for reference at later date.
- Update and send plans for additional requirement of facilities, infrastructure to be created at vulnerable areas.
- Prepare a document on the event and send to State authorities for reference in future.

D) **SHELTER MANAGEMENT RESPONSE**

Revenue Department

1. Normal times

- DC to convene District Disaster Mitigation Committee (DDMC) meetings for every three months for updating the plans with the concerned Line departments and other agencies.
- Plan and construct shelters in any newly identified vulnerable areas. Ensure that the existing shelters are maintained in fit condition.

2. Pre Disaster

- Take steps to equip shelters and other identified safe buildings with necessary men, material and equipment to organize relief camps at short notice.
- Dist. Collectors should keep funds ready for emergency use and provide them to appropriate authorities at Mandal and Village level at short notice.

3. During Disaster

- Relief camps for provision of food and drinking water for the evacuated people.

- Provide adequate security through police at relief camps and at the evacuated villages.
- Ensure adequate security through police at relief camps and at the evacuated villages.
- Activate relief camps for provision of food and drinking water for the evacuated people.
- Provide first aid and medical assistance for injured and sick people. Special care should be taken for the aged and disabled people, children and pregnant women.

4. Post Disaster

- Stagnated water should be pumped out into the drainage canals.
- Ensure availability and supply of dry and cooked food and drinking water to the people who are in shelters and in marooned areas.
- NGOs and other voluntary organizations should be encouraged to run community kitchens at relief camps and marooned

Home Department (Police)

1. During Disaster

- Ensure enforcement of law and order in the affected/evacuated villages and at shelters to avoid thefts and unlawful acts.

2. Post Disaster

- Ensure strict maintenance of law and order in the affected/evacuated villages and at shelters.
- Maintain and keep the shelters and other identified public buildings in good condition ready for use.

Medical And Health Department

1. Post Disaster

- Ensure adequate measures to continue for preventing break of epidemics by using disinfectants and chlorination. Assistance of municipal authorities may be utilized for keeping better sanitation.
- Record of persons created with full details and particulars will be made and sent to DMHO.
- Ensure continuation of educating people on precautions to be taken for maintaining hygiene and health in adverse conditions.

AP Power Transmission Corporation (AP Transco)

1. Normal times

- Districts will work out strategy and priority of departments that should be provided power continuously before during and after the event. The order of the departments is communication/transmission stations, water works, hospitals, relief camps, shelters, railways and important road points.

2. During Disaster

- Diesel generators will be pressed into service for providing lighting at important places like shelters, water supply points, hospitals etc.

3. Post Disaster

- Ensure that power supply is maintained at all important places in affected areas through diesel generators till regular supply is restored.
- Depending on the present experience, Districts will plan and position additional diesel generators wherever necessary.

- Updated long term restoration plans received from state level will be implemented in the affected areas. These plans will include up gradation of distribution network to with stand hazards from future disasters.

Roads And Buildings (R&B) Panchayat Raj Engineering(PRE)

1. Normal times

- Private buildings will be identified suitable for use as shelters by the departments at Districts and Mandals. Prepare list of such buildings and provide them to necessary authorities

2. Pre Disaster

- Shelters and private buildings identified for use as relief camps should be checked and strengthened where ever necessary. Special attention should be given for securing weak doors, windows and compound walls.

AP Civil Supplies Corporation

1. Normal times

- Stock food grains at strategic places. Strengthen the public distribution system. Store proportionate requirements at accessible and in accessible places.

2. Pre Disaster

- DSO will review the stock position of essential commodities, at Dist., Mandal and Village levels and alert them to be in readiness to supply to vulnerable villages and relief camps in short notice.
- Essential items should be kept ready for dispatch during the flood season.
- Ensure supply of durable food items like bread, biscuits, dry food and fast food items to relief camps and vulnerable villages at short notice.

3. During Disaster

- Local Civil supply Dept. officials should ensure adequate and timely supply of essential commodities to the Relief camps, and fair price shops at the vulnerable villages.
- Ensure supply of dry food, bakery and other ready to eat items to the vulnerable areas and relief camps.
- The concerned staff of the dept. should ensure even distribution to the affected people as per identification provided by Revenue dept./MROs.

4. Post Disaster

- To maintain and provide adequate supplies of essential items to the people of affected villages and relief camps.
- Based on the new guidelines initiate steps for replenishment of stocks at Dist., Mandal and village supply points and godowns.
- Recommend to higher authorities where ever new godowns/fair price shops are required, basing on the current experience.

Youth Services

1. Normal times, Pre disaster, during and post disaster.

The youth group services can be gainfully utilized for search/rescuing people from flood waters, moving children, disabled and sick persons to relief camps, sending effective communication to people on the situation and prepare them for evacuation, guarding/plugging weak bunds of rivers/canals, construction of temporary shelters, distribution of relief material, medical assistance, sanitation, shifting cattle to safer places and providing them fodder and water, search and disposal of the dead, restoring

basic infrastructure after the cyclone etc. Accordingly, they will be attached with Line departments.

E) WATER AND SANITATION AND CARCASS DISPOSAL RESPONSE

Revenue Department ::

1. Post Disaster::

- Disposal of the dead bodies and the carcasses.
- Ensure sanitation of highest order is maintained at relief camps and affected villages.
- The protected drinking water distribution systems should be augmented and strengthened. New techniques may be introduced so that the distribution system will not get damaged/polluted and ensures supply during the crisis period.
- Move livestock to safer places and provide adequate fodder and drinking water
- Activate relief camps for provision of food and drinking water for the evacuated people.
- Search and continue disposal of the dead bodies and the carcasses.
- It is essential that spread of epidemics is prevented among people and animals. Respective Departments should take adequate measures by improving sanitation, drinking water and by vaccination.
- Flood waters from the low areas should be drained out.

Panchayat Raj (PR) And Panchayat Raj Institutions (PRIs)

1. Normal times

- The plans prepared for disaster management for implementation at Mandal and Village levels will include all works related to drinking water, minor irrigation canals, minor tanks and bunds, cyclone shelters, sanitation, food other essential items. These plans will be sent to Districts and Mandals much in advance for implementation.
- Direct Districts, Mandals and Villages to implement plans for provision of safe drinking water.
- Lay down procedures and mechanism for implementing long term sanitation requirements and their maintenance.
- Plan and provide sufficient number of hand pumps, bilge pumps and other suitable equipment to drain water quickly.
- Drinking water hand pump sets should be planned and constructed about the normally expected flood level.
- A list of water tankers available with public/private departments /agencies will be prepared with requisite details. Their services will be used during cyclone floods for supply of safe drinking water.
- Depending on the topography, high and low levels of lands in Mandals and Villages, the natural drainage routes for rainwater will be identified. They will be suitably mapped. Steps will be taken to ensure that these routes are maintained and never blocked.

2. Pre Disaster

- Direct the 3 levels to take advance action for provision of safe drinking water during crisis.
- Make arrangements for maintaining continuous supply and availability of food, kerosene and other essential items.
- Direct line authorities to position sufficient number of hand pumps, bilge pumps and other suitable equipment to drain water quickly.
- Alert the Dept. to position water tankers available with public/private departments/agencies for providing safe drinking water in the likely affected areas.
- Direct authorities to ensure that the natural drainage routes are kept free in all vulnerable villages to allow floodwater to drain quickly.
- Rural Water supplies should be maintained efficiently to avoid disruption. Chlorine/ bleaching powder should be stocked in sufficient quantities.
- Identify low-lying areas and arrange for bailing out water in case of inundation.
- Clear all the drains to ensure free flow of storm water.

3. During Disaster

- Direct the 3 levels to take suitable action for provision of safe drinking water in affected villages and at relief camps through tankers and other means.
- Direct officials for maintaining sanitation.
- Pumps and other suitable equipments from inundated areas.
- Direct officials to clear debris and disposal of dead bodies with the help of NGOs, Police and youth.
- Priority to be accorded to dispose off the dead bodies and carcasses.

4. Post Disaster

- Direct the 3 levels to take suitable action for provision of safe drinking water in affected villages and at relief camps through tankers and other means.
- Direct officials for maintaining sanitation.
- Coordinate with line authorities to drain water quickly. First priority for water pump houses, sub stations, hospitals etc. Second priority will be residential areas.
- Ensure that flood water drains out through natural damages routes by removing obstructions if any.
- Direct officials to clear debris and disposal of dead bodies with the help of NGOs, Police and youth.

Animal Husbandry and Fisheries

1. Post Disaster

- Ensure quick disposal of carcasses.

Medical And Health Department

1. During Disaster

- DMHO will take maximum precautions to prevent breakage of epidemics/water borne diseases in the disaster areas.

2. Post Disaster

- DMHO to continue provision of medical facilities at the affected areas and relief camps till the people return to their places.
- Ensure adequate measures to continue for preventing break of epidemics by using disinfectants and chlorination.
- Assistance of municipal authorities may be utilized for keeping better sanitation.
- Where ever necessary, seriously injured and sick persons will be shifted from PHCs/TMRCs/ relief camps to Dist. and specialty hospitals for immediate treatment.

- The nodal officer will take maximum precautions to prevent breakage of epidemics/ water borne diseases in the disaster areas.

AP Power Transmission Corporation (AP Transco)

1. Normal times

- Districts will work out strategy and priority of departments that should be provided power continuously before during and after the event. The order of the departments is communication/ transmission stations, water works, hospitals, relief camps, shelters, railways and important road points.

2. During Disaster

- Diesel generators will be pressed into service for providing lighting at important places like shelters, water supply points, hospitals etc.

F) RELIEF RESPONSE

Revenue Department

1. During Disaster

- Arrange for airdropping cooked food, drinking water packets, medicines and very essential items in the marooned villages.
- Liaise with Railways, APSRTC and RTA to provide rescue and relief to stranded passengers.

2. Post Disaster

- Funds and relief material from the States, Central Govt. and other donor agencies should be pooled and canalized to reach the needy through the nominated coordinating officer for each village.

- Supply of all essential commodities, such as rice, wheat, pulse, salt, kerosene, diesel etc. should be ensured to all the habitats in the disaster affected areas.
- Inundated land should be reclaimed by desalination.
- A comprehensive survey should be conducted for providing compensation for various kinds of losses such as human beings, livestock, damaged houses, crop and equipment losses of crafts men, weavers and fishermen.
- The Dist. authorities and Line departments should provide comprehensive loss reports to the visiting State and Central Govt. teams for arranging compensation.
- Proper record should be made for the dead and missing persons and notified to the concerned authorities for providing compensation on short and long term basis.
- Record all the relief measures taken.
- Proper record should be made for the dead and missing persons and notified to the concerned authorities for providing compensation on short and long term basis.

Panchayat Raj (PR) And Panchayat Raj Institutions (PRIs)

1. During Disaster

- Direct officials to make up stocks of essential food items, medicines etc. required for distribution to affected villages and relief camps. Similarly for items required for repair works and for de-watering.

2. Post Disaster

- Make arrangement for continuous supply of food, kerosene and other essential items.
- Direct officials to make up stocks of essential food items, medicines etc and continue supply to affected people and relief camps.

Animal Husbandry and Fisheries

1. PreDisaster

- Arrange medical relief to fishermen.
- Provide medical help to distressed animals.

2. During Disaster

- Ensure provision of food and other essential items to fishermen families shifted to the relief camps.
- Arrange for providing material relief to fishermen.
- Arrange for providing medical help to distressed animals.

3. Post Disaster

- Ensure for continuous provision of food and other essential items to fishermen families shifted to the relief camps.
- Provide sufficient food/ fodder/ water for animals kept at safe yards.
- Coordinate for veterinary help to distressed animals.
- Ensure supply of medicines and vaccines at places nearer to the vulnerable villages.
- Coordinate for short-term rehabilitation measures, such as helping fishermen to repair their boats, nets etc and commences fishing activity wherever possible.
- Ensure that poor families start poultry/ dairy activities etc by extending financial assistance.
- Spot assessment of damages and losses will be obtained.

Agriculture Department

1. Normal times

- Plan and equip the Dist. to have latest technologies to assess the standing crop position, with reference to probable disaster, mechanism to advise farmers for safe guarding and in case of losses, procedures to estimate the damages and to inform State authorities.
- Ensure that regular feedback is provided by Mandals indicating seriousness of disaster, level of distress, position of standing crop and likely losses.
- Districts will prepare a long term action plan for meeting relief requirements of farmers in vulnerable areas.

2. Pre Disaster

- Ensure that sufficient quantities of agricultural inputs such as seeds, fertilizers, pesticides, equipments and fodder are available at three levels. If necessary, they will be supplied at short notice at vulnerable areas.
- Move and position the staff meant for disaster management duties at their pre-decided places. They should move in villages and advise farmers on precautions to be taken for protecting the standing crop.

3. During Disaster

- Coordinate with Mandals and Villages to get feed back on seriousness of disaster, level of distress, relief provided, steps taken for saving maximum standing crop, extent of flooded agricultural lands and estimated loss of crop.

- Dist. will direct Mandals/ Villages to be in close coordination with other line departments to ensure adequate relief is provided to the farming community.

4. Post Disaster

- Ensure that adequate and timely relief/ credit is made available to farmers for purchase of agricultural inputs through Govt./ private and easy loans through banks.
- Seeds, fertilizers and pesticides should be provided at subsidized rates.
- Ensure all relief measures, credit facilities and inputs are made available continuously to farmers till their next crop is harvested.
- Fodder should be supplied in sufficient quantities at low prices.

G) INFRASTRUCTURE RESTORATION RESPONSE

Revenue Department

1. Normal times

- Review the existing flood control structures such as river dams and bunds of rivers, canals and tanks. Based on previous experience, build new bunds and raise/ strengthen the existing bunds.
- Plan and dredge river, canal and tank beds.
- Review and construct/ strengthen the drainage systems.
- Review and strengthen the power distribution system. The transmission and distribution towers should be designed to with stand the extreme conditions of cyclones and wind. The distribution system should be as near as possible to roads for easy accessibility during cyclone floods.
- Storage facilities for food and essential items should be augmented and inventories are maintained.

2. **Pre Disaster**

- Ensure that the drainage system is kept free of all blockades so that the rainwater in the event of heavy rains drains out fast.
- Ensure that the weak points of the river, canal and tank embankments are strengthened and arrange for constraint vigil. Ensure that saline embankments are strengthened.

3. **Post Disaster**

- Restore the power supply by carrying out repairs to the dismantled wires, uprooted or damaged transformers and other switch gears.
- Restoration of communications.
- A good network of motorable Roads should be constructed in all vulnerable areas.
- The Line departments should review inadequate if any during the last event, plan and enhance the existing infrastructure and construct new ones where ever necessary.
- The Railway should elevate and strengthen the Railway line wherever necessary. The drainage facilities underneath the Railway lines should be made adequate to cope with flood situation.
- Restoration of communications.
- A good network of motorable Roads should be constructed in all vulnerable areas.
- Based on the present experience, new saline embankments should be constructed. Existing ones should be raised/ strengthened.

- Massive mangrove plantation should be undertaken. The existing mangroves should be maintained by periodic cutting of dead trees and planting new ones.
- Raise / strengthen the river embankments, canals and tank bunds.
- Dredge the rivers, canals and tanks.
- The cause of the disasters to be specifically identified. Drainage channels to be maintained periodically to prevent choking.

Roads And Buildings (R&B) Panchayat Raj Engineering (PRE)

1. Normal times

- Direct Dist. and Mandal authorities to inspect and identify roads, bridges, culverts and buildings which are vulnerable for floods/ cyclones and repair/ strengthen them.
- The identified weak bridges and culverts weak once should be demolished and the new ones are to be constructed. Buildings which are in collapsible stage should be demolished. New roads/ repair of roads should be carried out. The roads/ buildings should be made hazard proof.
- Ensure that building codes are strictly followed by public in disaster prone areas. They should be made mandatory.
- In case of heavy rains, cyclone storms or tidal waves, the roads are prone to breaches. Vulnerable points have to be listed out in advance and indicated in maps. They shall be reviewed every year before the monsoon/ cyclone season and repair accordingly.
- Ensure that the new construction does not block natural drainage lines. Enough culverts etc. may be provided.

- A good network of motorable roads should be constructed in all vulnerable coastal areas. This not only facilitates quick evacuation at the time of need, but also the supply of relief to the needy, in the aftermath of the cyclone.
- Retrofitting of buildings, building foundations and structures should be made as a component of disaster management policy, applicable in vulnerable areas. Suitable guidelines may be issued for retrofitting.
- Dist. authorities will inspect and identify roads, bridges, culverts and buildings which are vulnerable for floods/ cyclones and repair/ strengthen them.
- The identified weak bridges and culverts should be demolished when the new ones are constructed. Buildings which are in collapsible stage should be demolished. New roads/ repair of roads should be carried out. The roads/ buildings should be made hazard proof.
- Ensure that building codes are strictly followed by public in disaster prone areas. They should be made mandatory.
- In case of heavy rains, cyclone storms or tidal waves, the roads are prone to breaches. Vulnerable points have to be listed out in advance and indicated in maps. They shall be reviewed every year before the monsoon/ cyclone season and repair accordingly.

2. Pre Disaster

- Direct Districts and Mandals to make a final check of roads, bridges, culverts and buildings and carry out urgent repairs where ever necessary.
- Shelters and private buildings identified for use as relief camps should be checked and strengthened where ever

necessary. Special attention should be given for securing weak doors, windows and compound walls.

- Dist. authorities to make a final check of roads, bridges, culverts and buildings and carry out urgent repairs where ever necessary.
- Shelters and private buildings identified for use as relief camps should be checked and strengthened where ever necessary. Special attention should be given for securing weak doors, windows and compound walls.
- Move machinery and equipment meant for repair of roads and buildings. And for removing obstructions nearest to the vulnerable areas for use during emergency.

3. **Post Disaster**

- Ensure, restoration of traffic movement where ever possible by quick repair of breaches.
- Coordinate with State and plan for providing adequate number of drains by the side of roads, particularly considering the past experience.
- Steps will be taken for raising the stretches of roads passing through low areas and increase drainage facilities with prior approval of the State.
- R&B/PRE will create a reliable road network that connects vulnerable areas and selected nodal centres, from where transport, relief and rehabilitation operations can be undertaken during future disasters.

AP Power Transmission Corporation (AP Transco)

1. **Normal times**

- Districts will keep ready a list of generators available with public, business houses and cinema theatres at Dist/ Mandal/ Village and use them during crises time.

- The Districts will plan and position sufficient number of diesel generators and all important line departments and public utility service places like water supply Dept. etc.
- The Transmission towers, poles and lines will be converted to wind proof in cyclone prone areas.
- A number of power lines pass through agricultural fields far away from roads. During cyclone/ floods they become inaccessible and lot of time and efforts gets wasted to reach the disturbed lines for repairs. Such lines should be re-laid nearer to existing road network.

2. **Pre Disaster**

- Branches of trees spread over power lines will be cut off.

3. **During Disaster**

- Power will be restored on priority at public utility service places.
- Up routed electric poles will be removed and power supply restored through alternate means.

4. **Post Disaster**

- With the advise of state, long/short term contingency plans/ monitoring systems will be upgraded.
- Power will be restored on priority at public utility service places.
- Up routed electric poles will be removed and power supply restored through alternate means.
- All transmission towers, poles and lines will be made wind proof as a long term measure.
- Transmission lines passing through fields and inaccessible areas will be suitably re-routed for convenience of repairs.

Irrigation And Command Area Development

1. Normal times

- Materials such as empty cement bags, sand, metal, stone bellies etc. will be stocked in adequate quantities in all flood stores for immediate use before and during floods.
- Ensure no human encroachment near the drains and settlements in the low lying areas.
- Ensure repair/ restoration of canals, Irrigation tanks and desalination of damaged agricultural fields.

2. PreDisaster

- Check and repair the main Irrigation canal system and control structures.
- One flood store will be maintained under the control of each Dist. Collector. The flood store will keep empty and bags, dewatering pumps, diesel generators, tarpaulins, tents etc.
- Materials such as empty cement bags, sand, metal, stone bellies etc. will be stocked in adequate quantities in all flood stores for immediate use in the event of disaster.
- Strengthen the weak bunds of all irrigation sources and arranges for patrolling weaker points to avert breaches.
- Ensure that all the irrigation drains are cleared of blockades and obstructions.
- Move all emergency duty officers/ staff and equipments to vulnerable area.
- They should be ready to take up emergency works.

3. **During Disaster**

- Materials such as empty cement bags, sand, metals, stone bellies etc. will be stocked in adequate quantities in all flood stores for immediate use for plugging the breaches.
- Strengthen the weak bunds of all irrigation sources wherever necessary to prevent breaches. Assistance from local people will be used.
- Ensure that all the irrigation drains are cleared from obstructions.
- Continue to clear the mouths of all drains for free flow of flood water.

4. **Post Disaster**

- Identify the breaches and take up restoration work.
- Restore the damaged infrastructure. Attempts will be made for farming community to start agriculture within minimum possible time to bring the socio economic life back to normal in the affected areas.
- Review and request for construction of dams, check dams and new irrigation/ drainage canals for long term improvement and for sustained economic growth.
- Suggest measures for strengthening the river banks and canal bunds to avoid breaches.

8. **STANDARD OPERATING PROCEDURES (SOPs)**

Detailed guidelines are to be issued as standard instructions to the related governmental functionaries and committees at various level which are to be reiterated periodically for making them more accountable.

SOP's FOR VARIOUS DEPARTMENTS

A) SOPs for District Control Room (DCR):

Normal Time Activity: The normal time activities of the DCR under the guidance of the district collector are to:

- Ensure that all warning and communication systems, instructions are in working condition.
- Receive information on a routine and regular basis from the departments on the vulnerable areas of the various Gram Panchayats and villages of disaster.
- Receive reports on preparedness from the relevant district level departments and other departments as per the formats. Based on these reports the DCR will forward the preparedness measures details on behalf of the collector to the state Control room, CDM.
- Upgrade and update district level disaster mitigation action plan according to changing scenarios in the district.
- Data bank updation and maintain an inventory of resources.
- Update of all information in the GIS.
- Monitor preparedness measures including simulation exercise undertaken by various departments.
- Ensure proper dissemination of DDMP at the district level, local level and disaster prone areas.
- Identify appropriate NGOs/Civil Society organization, with their capacities who can be mobilized during the time of disaster and can be helpful in community level disaster preparedness.
- Organize post disaster evaluation and update DDMP accordingly.
- Prepare reports and documents on district level disaster events and submit the same to state control room.

Soon After Receipt of Warning:

- Call up the officers and ensure that they remain in headquarters.

- Prepare a logbook for recording chronological sequence of events.
- Food, Kerosene and other essential commodities.
- Check up whether the buffer stocks and 3 months advance stock is positioned as per plan or not.
- Health sector make a rapid assessment of the following.
- Check up the stock medicines, bleaching powder, and halogen/chlorine tablets etc. if necessary, send immediate requisition.
- Start movement of medicines, bleaching powder, etc to PHCs/CHCs.
- Ensure that medical officers are in place at the PHCs and CHCs.
- DMHO shall decide the locations of camps.
- Boats Requisition boats with in district.
- Close educational institutions after making an assessment of the seriousness of the emergency.
- Veterinary measures: JD AH shall make assessment of vaccines and fodder availability.
- Air dropping zones: use that lat-long book for identifying the air dropping zones.
- Make an advance list of villages where air dropping may be needed.
- Requisition the services of officers who have been effective in the past. Allot areas to them with full powers of decision making on the spot.
- Make a through assessment of relief items available in stock at different places.
- Civil society organizations: get in touch with civil society organizations. Allot them areas or functions. Get them introduced to the field functionaries. Ask them to prepare a list of volunteers.

- Regularly check up <http://www.npmoc.navv.mil/itwc.html> and www.imd.ernet.in and other web sites for tracking of emergency situations.
- Check the resources database site www.idrn.in.gov.in for resource mobilization.

B). SOPs FOR EVACUATION, RELIEF AND REHABILITATION TO THE AFFECTED FAMILIES.

Operating procedures for evacuation

- All evacuations will be ordered only by the Collector.
- All evacuations should be reported to the Collector.

Factors to be considered for evacuation

- Shelter sites should be within one hour's walk and three miles or 5 Kms. of Dwelling
- The evacuation routes should be away from the flood prone areas.
- Evacuation routes should not include roads likely to be submerged in flood, but may include pathways.
- Ensure proper evacuation by seeking community participation and priority to be given to the following order seriously injured and sick, children, women and handicapped, old, able-bodied.

Emergency evacuations

- Families should be encouraged to take along adequate supplies of water, food, clothing and emergency supplies, preferably in a kit form, always ready with them.
- Ask people to shut off electricity, gas and water at main switches and valves before leaving.

- Ask people to listen a battery, powered radio and follow local instructions.
- If the danger is a chemical release, then people should be instructed to evacuate Immediately.
- Use wet cloth over nose and mouth in case of chemical release.

For Marooned Persons.

- Provision of both infants and adults must be included in the food supplies
- Only non perishable, ready to eat, and long lasting food items should be included
- Drinking water should be packed in one litre bottles/ plastic bags.
- Air dropping should be done from minimum height with ropes and hooks to ensure that supplies reach the people with minimum damage. Packets should also be small in size.

During search, rescue and evacuation.

- The affected families should be told to take along as much food, water, and clothing as they will need.
- At rest points, however, sanitation squads should bury excreta and solid wastes in boles or trenches at least 60 cm deep. After use, the hole or trench should be filled in with the excavated earth and trampled on.

Temporary shelters and camps.

- Depending on the time that temporary shelters or camps are expected to be in use, excreta disposal installations of different types and varying service life

must be provided. The area must be adequately lighted and the approach road clearly demarcated.

- Shallow trench latrines.
- Deep trench latrines.
- Pit privies
- Borehole latrines
- Aqua (or septic) privies

Community latrines.

- Attempts should be made to provide communal latrines with water, so that cleaning is practicable.
- Five seats should be provided for every 100 persons in separate blocks for men and women.
- Latrines should be located down hill from any water source, and at least 15 m away from it.

Urinals

- One urinal space for 25 males is to be provided
- Odour from urinals be kept under control by applying chlorine solution.

Waste Disposal

Waste disposal should be in a shallow, all purpose trench to the required dimensions.

Adequate arrangements at feeding centres for:

- Crowd control
- Police protection
- Food resources
- Storage of rations appropriate for control of insects and rodents in stores
- Infant foods
- Milk Distribution centers
- Fire control measures
- Cleaning of premises where food is handled

- Area for eating on site
- Drinking water
- Cleaning of utensils
- Disposals of waste water
- Kitchen equipment
- Cooking
- Utensils
- Detergents, disinfectants, brushes, cloths, brooms and other house keeping necessities.

Adequate arrangements at relief and transit camps for

- Telephone lines and other communication links
- Facilities for storage of bulk belonging of evacuees
- Access points
- Exit points
- Fire sightings
- Crowd control
- Medical facility
- Potable water:
- Water for other purposes
- Food storage
- Lighting
- Recreation space
- Educational facility
- Counseling facility
- Sanitation blocks
- Disposal of waste water
- Disposal of waste

Relief Camps

- Opening of relief camps

- Maintain the registers for the affected families.
- Issue of identity form duly filing the details of the affected families reported to Rehabilitation center or otherwise.
- Store the required material for making food arrangements to the affected people.
- Food should be cooked preferably outdoors, according to the assessed requirement.
- Providing of drinking water in one liter bottles/plastic bags
- Providing of temporary toilets
- Providing of stand by Generators.
- Care to taken to the Adults, child, pregnant and lactating women providing of medical assistance by keeping medical teams.
- Adequate arrangements to control the crowd by the police

Standards for Potable water

- Warn people of the hazard of drinking contaminated water. Such sources should be identified and informed to the people.
- Sources located in the vicinity of sewage outfalls, chemical plants, solid waste, disposal fields, abandoned mines and other hazardous places should be considered suspect.
- Water suspected of contamination by human or chemical waste should not be used until it has undergone laboratory analysis
- Wells that have been contaminated by disaster should be closed immediately.
- All debris in the wells such as leaves, sticks, silt and mud etc., be removed after the water is upped or dripped out.
- The post disaster emphasis for the proviso of drinking water, should be on the restoration of local water sources, rather

than on transporting water from outside the area standards for Feeding centers.

- Liquid wastes from kitchens should be disposed of by sanitary methods
- Solid wastes from kitchens must be deposited in garbage bins.
- Only food that is to be used the same day may be kept in the kitchen.
- No non vegetarian food should be made available through feeding centers.
- Supplies of powdered milk, biscuits and other food items for infants must be arranged.
- Left over food should not be used/served for next meal.
- Common drinking cups must not be tolerated.

Enumeration

Respective village Teams to be deployed to enumerate the following

1. Human loss
2. House damages, fully/partly
3. Loss of private properties
4. Losses of Govt., property including local bodies
 - i. Educational Institutions
 - ii. Other buildings
 - iii. Electricity
 - iv. Damage to irrigation sources
 - v. Drains and related works.
5. Crop damages.... By Agril. Department.
6. Live stock..... Animal Husbandry Department.
7. Damages to the lands.
 - i. Land erosion
 - ii. Sand cast
8. Weavers.
 - i. Looms
 - ii. Yarn

9. Fishermen

- i. Boats
- ii. Nets
- iii. Cat marine

Distribution of Relief

- Payment of exgratia to the affected families as per the norms
- Payment of crop damages to the affected families as per the norms.

Closure of Relief Camps

- After closure of relief camps, affected families be sent to their places.

C) Standard Operating procedures for Revenue Department

1. Normal times

1. DC to convene District Disaster Mitigation Committee (DDMC) meetings once in three months for updating the contingency plans with the concerned Line departments and other agencies.
2. Review the Physical, Social and Economic Vulnerability of the disaster prone areas and incorporate modifications where ever necessary.
3. The Physical Vulnerability maps with maximum information for community preparedness may be made and circulated to the Line departments, other agencies and people up to village level.
4. Review the reports of preparedness of the District level departments, resources at their disposal, and maintain suitable inventories twice in a year.
5. Plan and construct shelters in any newly identified vulnerable areas. Ensure that the existing shelters are maintained in fit condition.

6. Review the existing flood control structures such as river dams and bunds of rivers, canals and tanks. Based on previous experience, build new bunds and raise/strengthen the existing bunds.
7. Plan and dredge river, canal and tank beds.
8. Review and construct/strengthen the drainage systems.
9. Review and strengthen of the power distribution system. The transmission and distribution towers should be designed to with stand the extreme conditions of cyclones and wind. The distribution system should be as near as possible to roads for easy accessibility during cyclone floods.
10. Review and arrange for strengthening the communication system. Latest equipment and methods should be introduced in disaster prone areas for continuous improvements and effectiveness.
11. Medical facilities should be increased and Hospitals/PHCs equipped in such away that they are able to meet emergency situations and requirement of the effected people.
12. The veterinary Dept. should plan and strengthen the systems for ensuring prompt veterinary services to the animals and poultry birds.
13. Storage facilities for food and essential items should be augmented and inventories are maintained.
14. The protected drinking water distribution systems should be augmented and strengthened. New techniques may be introduced so that the distribution system will not get damaged/polluted and ensures supply during the crisis period.
15. Keep adequate number of floats like tyres., inflated rubber tubes, wooden planks, bamboos tied as small platform for people to use for floating during floods.

16. Plan and improve mangrove plantations and shelter belts on the sea coast and along major rivers and canals.
17. Devise and implement continuous plan of action to cut, remove and destroy all thorny bushes and trees in vulnerable areas. They become death traps for people (Particularly women with loose garments and long hair) and cattle who may get stuck in the bushes and bleed to death.
18. CRZ regulations should be strictly implemented and safe zoning systems should be introduced. Implement plans for retro modification of existing building/houses in vulnerable areas. New buildings/houses should be designed and constructed on sufficient elevation with provision of compound walls to prevent flooding. The new buildings should be of cyclone/wind proof design.
19. The DRO should review with Insurance Companies the existing insurance plans and introduce new plans for people, buildings, properties, cattle etc. covering the likely losses during disasters. The schemes must be made.
20. Plan and organize training programs, mock drills etc. for improving community awareness and preparedness for facing the disasters till the other agencies step in.
21. Organize Control Rooms at Dist. And Mandal levels with adequate staff and equipments.
22. Liaise with donor agencies, industrialists, business community, and philanthropists and prepare a list willing donors for contributions during emergencies.
23. Prepare an exhaustive list of equipments used during emergencies such as tractors, bulldozers, transport vehicles, communication equipments, pump sets, power generators etc., their availability with Govt. and private agencies and ensure that they are in operational condition.

24. Prepare a list of all utility items for meeting any emergency, check their availability in sufficient quantities, make inventory and provide them for reference and use at all levels.
25. Up date the list of agencies, contact persons, addresses, telephone numbers etc., such as Line departments, NGOs, CBOs and trained personal and provide them to MROs and Panchayats.
26. Update the demographic variations of the community, their strength and weaknesses and integrate them with the contingency plan.
27. Ensure preparation of action taken reports at periodic intervals, suggest corrective measures and inform the concerned at State districts and Mandals, on all aspects of advanced preparedness.

2. Pre disaster

1. Communicate immediately the warning to the likely affected area up to Village level and alert all concerned to prepare for facing the disaster. The Control Room at Dist. Will keep in constant touch with warning centers, obtain updates and communicate at frequent intervals.
2. Alert the Fishermen community not to venture in to the river, shift and secure their equipments at safe places and they move to safer places as per directions of the local authorities.
3. Constantly review and coordinate with the Line departments and other agencies on measures to be taken on war footing for facing the threat, such as Electricity dept to monitor and switch of power during emergency.
4. Ensure that the drainage system is kept free of all blockades so that the rainwater in the event of heavy rains drains out fast.

5. Ensure that the weak points of the river, canal and tank embankments are strengthened and arrange for constant vigil. Ensure that saline embankments are strengthened.
6. The people at most vulnerable areas may be informed of the Do's & Don'ts and precautions to be taken for protecting lives, cattle and valuables.
7. Public are cautioned not to listen to rumors and rely on the information given by media outlets such as radios, TVs, news papers and local authorities.
8. Take steps to equip shelters and other identified safe buildings with necessary men, material and equipment to organize relief camps at short notice.
9. Keep adequate number of vehicles ready at the nearest possible point to evacuate people from low lying areas at short notice to safer places.
10. Police Dept. should make arrangements for positioning adequate number of mobile VHF sets at vulnerable places for meeting emergencies and to maintain law and order. They should establish communications with nearest Police Station.
11. Alert NGOs, CBOs, other voluntary organizations and local youth groups to be in readiness to extend their cooperation on short notice.
12. Coordinate with Railways, APSRTC and RTA to divert traffic at short notice.
13. Dist. Collectors should alert the Army for provision of Helicopters, Navy boats, rescue and medical teams etc at short notice.
14. Dist collectors should keep funds ready for emergency use and provide them to appropriate authorities at Mandal and Village level at short notice.

3. During disaster

1. Activate the temporary Control rooms already setup in the affected Mandals for coordination of rescue and relief activities. The Control rooms should have equipments that can function in the event of power failure.
2. Evacuate marooned and stranded people to safer places such as flood shelters, high raise buildings, schools etc.,
3. Move livestock to safer places and provide adequate fodder and drinking water.
4. Activate relief camps for provision of food, drinking water for the evacuated people.
5. Arrange for airdropping cooked food, drinking water packets, medicines and very essential items in the marooned villages.
6. Provide temporary sanitation measures for men and women.
7. Provide fist aid and medical assistance for injured and sick people. Special care should be taken for the aged and disabled people, children and pregnant women.
8. Ensure adequate security through police at relief camps and at the evacuated villages.
9. Monitor and rescue people continuously by organizing search through Army, Navy, Air force, Voluntary and youth organizations by write navy boats and helicopters. Make arrangements for moving such affected people to the nearest relief camps.
10. Liaise with Railways, APSRTC and RTA to provide rescue and relief to stranded passengers.
11. Declare local holiday for Educational institutions.
12. Make foolproof arrangements for receiving and distribution of relief articles to the needy in an organized manner.
13. Press into service HAM radios for effective communication.

4. Post disaster

1. Appoint an officer to be in charge to coordinate with Line departments, NGOs and other agencies for all aspects of rescue, relief and rehabilitation at each affected village.
2. Funds and relief material from the States, Central Govt. and other donor agencies should be pooled and channelised to reach the needy through the nominated coordinating officer for each village.
3. Clear the Roads for traffic movement by removing obstructions such as fallen trees, poles etc. Breaches on the Road should be repaired quickly.
4. Disposal of the dead bodies and the carcasses.
5. Restoration of communications.
6. Restore the power supply by carrying out repairs to the dismantled wires, uprooted or damaged transformers and other switch gears.
7. Stagnated water should be pumped out into the drainage canals.
8. Assessment of crop loss, human casualty, loss of livestock and other damages caused by flood.
9. submission of preliminary damage reports to State Govt.,
10. Ensure availability of additional Hospital beds at Dist., Mandal and Village level to meet the urgency.
11. Ensure adequate availability of Medicines at various levels and distribute to the needy.
12. The Medical and Para Medical teams will continue to make regular visits to all the flood affected areas till the people from relief camps return back to their homes. This is essential to prevent out break of epidemics.
13. Search and rescue the people who are stranded or other wise affected, particularly missing people and fishermen.

14. Ensure availability and supply of dry and cooked food and drinking water to the people who are in shelters and in marooned areas.
15. NGOs and other voluntary organizations should be encouraged to run community kitchens at relief camps and marooned areas.
16. Adequate publicity should be given on precautions to be taken by the public through normal communication channels and by special vehicles fitted with microphones.
17. Information pamphlets and brochures on natural calamities and relief operations should be distributed to the people for improving their awareness.
18. Ensure mass inoculation and vaccination programmes in the affected areas to prevent breakage of epidemics.
19. It is essential that spread of cattle epidemics is prevented. The team of Veterinary doctors with adequate vaccines and medicines must tour all the affected areas.
20. Supply of all essential commodities, such as rice, pulses, salt, kerosene, diesel etc., should be ensured to all the habitats in the disaster affected areas.
21. Ensure sanitation of highest order is maintained at relief camps and affected villages.
22. Inundated land should be reclaimed.
23. A comprehensive survey should be conducted for providing compensation for various kinds of losses such as human beings, livestock, damaged houses, crop and equipment losses of crafts men, weavers and fishermen.
24. The Dist. Authorities and Line departments should provide comprehensive loss reports to the visiting State and central Govt. teams for arranging compensation.

25. Proper record should be made for the dead and missing persons and notified to the concerned authorities for providing compensation on short and long term basis.
26. A good network of motorable Roads should be constructed in all vulnerable areas.
27. Construct a high level flood road at least one meter above the highest flood level with adequate drainage facilities.
28. The Line departments should review inadequacies if any during the last event, plan and enhance the existing infrastructure and construct new ones wherever necessary.
29. The Railway should elevate and strengthen the Railway line where even necessary. The drainage facilities underneath the Railway lines should be made adequate to cope with flood situation.
30. Preparation of final damage report for future guidance and records.
31. Prepare a list of flood affected areas.
32. Record all the relief measures taken.
33. Employment schemes to be planed and implemented. For people who are not able to earn their lively hood, alternative systems, if any, to be examined and implemented.
34. Allotment of elevated house sites to the affected population
35. Implement any other long term rehabilitation schemes.
36. Plan and build new small dams for affective storage and flood control.
37. Based on the present experience, new saline embankments should be constructed. Existing ones should be raised/strengthened.

38. Massive mangrove plantation should be undertaken. The existing mangroves should be maintained by periodic cutting of dead trees and planting new ones.
39. Raise/strengthen the river embankments, canals and tank bunds.
40. Dredge the rivers, canals and tanks.
41. The cause of the disasters to be specifically identified. Drainage channels to be maintained periodically to prevent choking.
42. Strict implementation of CRZ regulations for construction of houses and buildings and make it mandatory.
43. Long term rehabilitation measures should be implemented.
44. Funds and materials should be provided at subsidized rates for the poor and affected people for quick rehabilitation.
45. For people who are orphaned, counseling and adoption should be arranged as per law. Psychological counseling and rehabilitation are very essential.
46. Additional medical facilities, hospital and PHCs may be planned and built for meeting increasing requirements.
47. Ensure that adequate, timely and speedy credit is made available to farmers for purchase of agriculture inputs and cattle.

D) Standard Operating Procedures (SOPs) for Police

- The Superintendent of Police must work in close co-ordination with (the District Collector on receipt of a warning or alert on an emergency situation.)
- The Superintendent of Police must designate three senior officers of the Police Department and must depute them to

report to the District Collector for coordinating the activities of the Police Department in the District Control Room.

- These senior officers deputed by the Superintendent of Police for the District Control Room will work in three shifts in the Control Room.
- During normal times, the police department under the Superintendent of Police must assess the preparedness level and report the same as per format to the District Control Room every six months.
- The Police Department under the Superintendent of Police must maintain a list of disaster prone areas in the district, along with the details of nearest Police Stations and their contact phone numbers.
- The Police Department under the Superintendent of Police must organize training programmes on handling of hazardous chemicals for Police Officers in collaboration with Director of Industrial Safety and Health to facilitate more effective handling of road accidents involving hazardous substances.
- The Police Department under the Superintendent of Police must identify a Police Station in the city, which can be used as a public information centre for dissemination information to the public.

Activities on Receipt of Warning or Activation of DDMP

- Within the affected district/Mandal, all available personnel will be made available to the District Collector. If more personnel are required, then out of station officers or those on leave may be recalled.
- All personnel required for disaster management should work under the overall supervision and guidance of District Disaster Management.

- Establish radio communications (and assist in precautionary evacuation activities) with District Control Room and Departmental Offices.
- All district level officials of the department would be asked to report to the Collector
- Appoint one officer as “Nodal Officer Police”, at district level.
- Review and update precautionary measures and procedures and review with staff the precautions that have been taken to protect equipment and the post disaster procedures to be followed.
- Fill department vehicles with fuel and park them in a protected area.
- Provide guards as needed for supply depots such as cooperative food stores and distribution centers.
- Provide convoys for relief materials.
- Identify anti social elements and like necessary precautionary measures for confidence building.

Evacuation

- All evacuations will be ordered only by the Collector
- For appropriate security and law and order evacuation should be undertaken with assistance from community leaders.
- For evacuation follow the evacuation procedures as outlined in operating procedures for evacuation.

Relief and Rehabilitation

- Immediately after the disaster, dispatch officers to systematically identify communities in life threatening situations.
- Help identify the seriously injured people, and assist the communities in organizing emergency transport for seriously injured, to medical treatment centers.

- Ensure that the police stations are functioning immediately after the disaster at all required locations, as may be requested by the district control room, and that staff will be available for the variety of needs that will be presented.
- Assist and encourage the community in road clearing operations.
- Identify roads to be made one way, to be blocked, alternate routes, overall
- Traffic management and patrolling on all highways, and other access roads to disaster site.
- Provide security in transit and relief camps, affected villages, hospitals and medical centers and identify areas to be cordoned off.
- Provide security arrangements for visiting VVIPs and VIPs.
- Assist district authorities to take necessary action against hoarders, black marketers and those found manipulation relief material.
- In conjunction with other government offices, activate a public information centre to.
- Respond to personal inquiries about the safety to relatives in the affected areas.
- Compile statistics about affected communities, deaths, complaints and needs.
- Respond to the many specific needs that will be presented
- Serve as a rumor control centre
- Reassure the public
- Make officers available to inquire into and record deaths, as there is not likely to be time nor personnel available, to carry out standard postmortem procedures.
- Monitor the needs and welfare of people sheltered in relief camps.
- Coordinate with armed forces personnel in the area.

E) SOPs for Health Department

Preparedness

- Asses preparedness level and report to the district collector half yearly
- Coordinate with APVVP hospitals and district hospitals superintendents.
- Identify industries and rivers in close proximity to Primary Health center areas
- Co ordination with other departments, NGOs, Blood banks and Private Hospitals
- Identify resources and supplies
- Mock drill to all PHC staff including ministerial staff
- Identification of High risk areas that is river side and sea shore villages
- Acquaintance of all the district officers with the collector
- Ensure all the teams up to the village level are prepared and trained completely in all aspects well in advance type of injury, treatment, tagging, life saving procedures.
- Monitor checklist and daily reporting to the district collector and Director of Health.

Disaster phase

- Inform all personnel about the disaster and call out station personnel. If needed
- Intimate District Control Room and other hospitals APVVP, private, blood banks to receive emergencies.
- Intimate the Director of Heath regarding progress of the activities
- Inform all other departments for help
- Fill department vehicles with fuel and act according to need
- Emergency drugs to be sent to the areas in need (for 5000 population)

- Injection Adrenaline – 5 vials
 - Inj CPM – 10V
 - Inj IV fluids – 200b
 - IV Sets – 100
 - Inj Molar lactate – 10
 - Inj normal salined – 100
 - Inj styptochrome – 5a
 - Inj ARV – 10v
 - Inj ASV – 5v
 - Inj ATROPILN – 25
 - Responsibilities of M.Os
 - Preparation of surgical packs
 - Medicines and surgical equipment to be kept ready
 - Tab Cotrimozozole – 5000
 - Cap Ampicillin – 5000(250mg)
 - Tab Furozolidine – 10000
 - Tab Metronidazole – 3000
 - Cap Amoxicillin – 5000
 - Septran syrups – 250
 - Inj Tetanus Tozoid – 300v
 - Roller gauze – 200r
 - Colon – 100r
 - Povodine iodine – 5b
 - Tab Brufen – 3000
 - Tab Paracetamol – 5000
 - Tab Chloroquin – 3000
 - ORS Packets – 1000
- Electrical equipments needs to be unplugged
 - Immovable needs to be covered
 - Generator and tagging material to be kept ready
 - Transport all ambulatory cases to safe place and non ambulatory patents to be shifted to other hospitals.
 - Make the field staff to check chlorination, Sanitation measures and food hygiene and treatment of minor ailments in all habitations

Relief and rehabilitation

- Treatment measures at rescue homes and referral of cases
- Medical camps to be continued till normal environment restored

- Hourly reporting to district control room
- Monitor quality of food, water and disposal of waste in transit and relief camps, feeding centers and effected villages
- Monitor check list
- Ensure smooth functioning

D.M.O. Responsibilities

- To initiate and supervise vector control programmes
- Spraying operations
- Anti larval operations
- Fogging operations
- To arrange for B.S. collections and treatment
- Daily reporting to control room.

A.P.V.V.P

Preparedness phase:

- Hospital rooms to receive emergencies
- Rescue teams to be kept ready – surgical and medical at hospital at area of disaster
- Stock medical and surgical equipment
- Inform and train all doctors staff nurses and fourth class employees about treatment of disaster effected patients
- Develop emergency procedure with records

Time of disaster

- Availability of all medical staff and para medical staff round the clock
- Record all patients received from disaster area
- Like second and third degree burns, fractures, cardiac and respiratory emergency.
- Severe blood loss
- Head injuries
- Major injuries in old people and children

- Refer all cases which need super specialist care like head injuries, chest injuries, myocardial infraction, III degree burns spinal injuries which require critical care

Post Disaster Analysis:

- Continue medical camps till normalcy is restored
- Surveillance to be done at field level by ASHAS, A.W., S.H.G, I.K.P, Youth, DWCUA, regarding diseases and any demand of treatment
- Health education in the community by mass media officer regarding safe drinking water environmental sanitation and personnel hygiene
- D.M. & H.O. to review medical officers about disaster management and rectify pit falls for future use.

F).SOPs for Agriculture Department

- Activities on Receipt of Warning or Activation of DDMP
- Within the affected district/mandal all available personnel will be made available to the District Collector. If more personnel are required, then out of station officers or those on leave may be recalled.
- All personnel required for Disaster Management should work under the overall supervision and guidance of District Collector.
- All personnel required for Disaster Management should work under the overall supervision and guidance of District Collector.
- Establish communications with District Control Room and Agricultural colleges, seed banks, nurseries (private and public: within the division.
- Appoint Joint Director, Agriculture as "NODAL OFFICER. Agriculture at the district level.

- Review and update precautionary measures and procedures and review with staff the precautions that have been taken to protect equipment and the post disaster procedures to be followed.
- Fill department vehicles with fuel and park them in a protected area.
- Check available stocks of equipments and material, which are likely to be most needed after the disaster.
- Stock agricultural equipments which may be required after a disaster
- Determine what damage, pests or diseases may be expected, and what drugs and other insecticide items will be required, in addition to requirements of settings up extension teams for crop protection, and accordingly ensure that extra supplies and materials be obtained quickly.
- Provide information to all concerned, about disasters, likely damages to crops and plantations, and information about ways to protect the same.
- All valuable equipments and instruments should be packed in protective coverings and stored in room the most damage proof.
- All electrical equipments should be unplugged when disaster warning is received
- Extension Officers should be assisted to establish work schedule to ensure that adequate staff are available.
- Set up teams of extension personnel and assistant for visiting disaster sites for enumeration of crop damages.

Relief and Rehabilitation

- Enumerate the extent of damage to soil, crop plantation, micro irrigation system and storage facilities and the requirements to salvage or re-plantation.
- Distribution of relief to farmers

- Establish contact with soil and water testing laboratories.
- Provision of agricultural services should be coordinated with irrigation department, district control room.

Estimate the requirement of

- Seeds
- Fertilizers
- Pesticides, and
- Labour
- Organize transport, storage and distribution of the above with adequate record keeping procedures.
- Ensure that adequate conditions through cleaning operations are maintained to avoid water-logging and salinity.
- A pests and disease monitoring system should be developed to ensure that a full picture of risks is maintained.
- Plan for emergency accommodations for agriculture staff from outside the area.
- Establishment of a public information center with a means of communications to assist in providing an organized source of information. The department is responsible for keeping the community informed of potential and limitations in disaster situations.
- The NGOs and other relief organizations should be aware of the resources of the department.
- Assist farmers to re-establish their contacts with agriculture produce market and ensure that appropriate price be offered to them.

G) SOPs of Animal Husbandry Department.

Activities on Receipt of Warning or Activation of DDMP

- Identification of the vulnerable Habitations, Villages, Mandals
- Identification of the Vulnerable Livestock- Cattle, Buffaloes, Sheep, Goats, Pigs, Poultry & others
- Assessment of the personnel required.

- Identification of the available personnel and marking available to the District Collector (Joint Director (AH))
- Requisition of the Personnel from nearby District through DAH, if required.
- All the personnel drafted for this purpose shall work done under the supervision and guidance of the District Collector (Joint Director (AH))
- Establish communication with
 - a. Divisional Level Disaster Manager (Assistant Director (AH) of the Division)
 - b. District Control Room of the District Authority (District Collector)
 - c. Mandal Level Response Teams (Lead by Veterinary Assistant Surgeon)
 - d. State Level Nodal Officer – Veterinary Services (Director of Animal Husbandry)
- The Joint Director (AH) of the District will act as “Officer-in-Charge of Veterinary Services”
 - Review & Update precautionary measures and procedures and review with the staff the precautions that have been taken to protect Institutional Infrastructure, Livestock, Fodder crops, Fodder Stocks, Fodder Resources and post disaster procedures to be followed.
 - Departmental Vehicles fully fit should be positioned, to be made available for immediate mobility
 - Stock emergency Veterinary Medicines, Vaccines, & Equipment which may be required before during and after disaster.
 - Assess the probable Disease Out breaks, injuries illnesses and assess the requirement of Medicines,

Vaccines and other items and ensure that extra supplies of the required items are procured at the earliest.

- Provide information to all staff of Veterinary Hospitals and other institutions about the disasters, likely damages and effects and information about ways to protect livestock life, fodder, feed, equipment, property.
- Enough stock of Sterilized Surgical packs and Kits may be made available with proper protection.
- Emergency Lamps may be made available at the Institutional level
- Arrange for supply of Emergency Medicines and Vaccines
- Drinking water sources to be identified & Water troughs to be provide for supply of protected water to livestock
- Arrangements should be made for treating the animals in large numbers with facilities for quick admission and record keeping
- Cattle Shelter shall be arranged where ever required with adequate amenities like water, feed, fodder etc.,
- Adequate staff should be made available for attending the animals received in the shelters round the clock.
- Team of Veterinary Assistant Surgeons and Assistants should be formed to visits the Disaster sites

Relief and Rehabilitation

- Organize to transfer the seriously sick/ injured animals to the nearest Veterinary Institution/ Cattle Shelter established
- Establish Veterinary Aid Centers at Disaster sited and designate the Veterinary Assistant Surgeon as in charge of the center.
- Establish the Cattle shelters and proved water, feed & fodder to the animals

- Sanitary Hygiene should be maintained in order to prevent epidemics
- Plan for the emergency accommodation of the Veterinary Staff drafted from outside the area.
- Information formats and Monitoring checklists as given in the Annexure should be used for programme monitoring and development and for reporting to District Collector.
- Establishment of public information center with means of communication to inform the public about the disaster situation & services rendered.
- Local police and Rescue teams should be aware of the resources of Veterinary Aid Centre.

Standards for Cattle Shelter:

- Minimum number of Cattle in the shelter shall be 100 and the maximum 500
- Cattle shelters should be located nearby, not more than 8 Kms from the disaster site on upland areas only
- Each animal shall be provided not less than 20 Sq.ft. of area.
- The Cattle shelters should be located such that
- Adequate drinking water is available
- Sufficient shade for cattle is available
- Located nearest to the transportation point
- Cattle require about 5 kg of Dry Fodder per day and 1-2 kgs of Concentrate feed per head.
- Each Cattle shelter shall have a minimum of One Camp Incharge (Veterinary Assistant Surgeon) Two parapets, 2 Labourers and 2 Sweepers and 1 Night watchman.

H) SOPs for Irrigation Department

Normal Time Activity

- Assess preparedness level and report the same as per the format to District Control Room every six months.
- Identify flood prone areas and areas and activate flood-monitoring mechanisms in all flood prone areas from 1st of June every year. (April and May every year)
- Water level gauges should be marked on rives, drains and minor tank, structures not having level gauges (Before monsoon)
- Action Plan Objective in a Disaster Situation would be to monitor flood situation monitor and project irrigation infrastructure and restore damaged infrastructure

Activities on Receipt of Warning or Activation of DDMP

- Within the affected district/Mandal, all available personnel will be made available to the District Collector. If more personnel are required, then out of station officers or those on leave may be recalled.
- All personnel required for Disaster management should work under the overall supervision and guidance of District Collector.
- Establish radio communications with, district control room and departmental offices within the division.
- All personnel working within the district come under the direction and control of "the Collector.
- All district level officials of the department would be asked to report the collector.
- Appoint one officer as "NODAL OFFICER Irrigation" at the District level.
- Review and update precautionary measures and procedures and review with staff the precautions that

have been taken to protect equipment and the post-disaster procedures to be followed.

- Fill department vehicles with fuel and park them in a protected area.
- Organize round the clock inspection and repair of
 - Bunds of dams
 - Irrigation channels
 - Bridges
 - Culverts
 - Control gates and
 - Overflow channels.

Organize round the clock inspection and repair of

- Pumps
- Generators
- Motor equipments and
- station buildings.
- The officer responsible for the tanks of an area should also be designated an emergency officer, knowledgeable about disasters, their effects, and understand well the appropriate emergency procedures.
- Irrigation engineers should review with technical assistants emergency actions that are required.
- Emergency tool kits should be prepared for all technical assistants in disaster prone areas. These tool kits should include.
 - Ropes
 - Pulley blocks
 - Jungle knives
 - Shovels
 - Cement in bags
 - Concrete pans
 - Gunny bags

- Cane baskets

- Sand Bags

Safety belts, torch lights, hurricane latrines,

crowbars

- The emergency tool kits with each technical assistant should be checked.
- The officers on site should ensure that, the level of impounding in the tanks is reduced to create increased capacity, and coordinate the same with officers on other dam sites and the district control room, if heavy rains are expected. The amount of lowering will depend on the rainfall forecast. In case of possibilities of flooding in the down stream, the settlements should be given, to the adjoining districts and to those districts beyond the state borders.
- The inlet and outlet co tanks should be inspected to ensure that waterways are unobstructed by trees or vegetation.
- Any repairs/under construction activity should be well secured with sandbags rock falls. Etc.
- Materials likely to be dumped by rains such as cement in bags, electric motors, office records, etc, should be covered with plastic and well secured, even though stored inside.

Relief and Rehabilitation

Field Office Priorities

- Continue round the clock inspection and repair of bunds of dams, irrigation channels, culverts, control gates, and overflow channels as may be necessary.
- Continue round the clock inspection and repair of pumps, generators, and motor equipment an station buildings.
- The officers on site should continue to ensure that, the level of impounding in the tanks is reduced to create increased

capacity, and coordinate the same with officers on other dam sites and the district control room, if heavy rains are expected. The amount of lowering will depend on the rainfall forecast. In case of possibilities of flooding in the downstream, the settlements should be forewarned, and necessary warnings for evacuation should be given to the adjoining districts and to those districts beyond the state borders.

- Clearing the inlet and outlet to tanks to ensure that waterways are unobstructed by trees or vegetation on an on-going basis.

I) SOPs for R&B/PR Department

Activities on Receipt of Warning or Activation of DDMP

- Within the affected District/Mandal. All available personnel will be made available to the District Collector. If more personnel are required, them out of station officers or those on leave may be recalled..
- All personnel required for Disaster Management should work under the overall supervision and guidance of District Collector.
- Appoint one officer as "NODAL OFFICER – R&B/PR" at the District level.
- The "NODAL OFFICER – R&B" should be familiar with pre-disaster precautions and post disaster procedures for road clearing and for defining safe evacuation routes where necessary.
- All officers (technical officers) should be notified and should meet the staff to review emergency procedures.

- Inspect all roads and road bridges including underwater inspection of foundations and piers. A full check should be made on all concrete and steelworks
- Inspects all buildings and structures pertaining to R&B/PR Departments by a senior engineer and identify structures, which are endangered by the impending disaster.
- Emergency tool kits should be assembled for each division, and should include:
 - Crosscut saws
 - Axes
 - Power chain saw with extra fuel, oil
 - Sharpening files
 - Chains and tightening wrenches
 - Pulley block with chain and rope.
- The designation of routes strategic to evacuation and relief should be identified and marked, in close coordination with police and district control room.
- Establish a priority listing of roads which will be opened first.
Among the most important are the roads to hospitals and main truck routes.
- Give priority attention to urgent repair works that need to be undertaken in disaster affected areas.
- Work under construction should be secured with ropes, sandbags, and covered with "tarpaulins if necessary.
- Begin clearing roads. Assemble casual labourers to work with experienced staff and divide into work gangs.
- Coordinate with PR Department of Zilla Parishad
- Mobilize community assistance for road clearing by contacting community organizations.
- Undertake cleaning of ditches, grass cutting, burning or removal of debris, and the cutting of dangerous trees

along the roadside in the affected area the cutting of dangerous trees along the roadside in the affected area through maintenance engineer's staff.

- Undertake repair of all paved and unpaved road surfaces including edge metalling, pothole patching and any failure or surface, foundations in the affected areas by maintenance engineer's staff and keep monitoring their conditions.
- Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for disaster victims.
- An up-to-date report of all damage and repairs should be kept in the district office report book and communicate the same to the district control room.
- If possible, a review of the extent of damage (by helicopter) should be arranged for the field Officer-in-Charge, in order to dispatch most efficiently roading clearing crews, and determine the equipments needed.

J) SOPs for RWS/Gram Panchayat

Activities on Receipt of Warning or Activation of

DDMP

- Within the affected district, all available personnel will be made available to the District Collector. If more personnel are required, then OUT of station officers or those on leave may be recalled.
- All personnel required for Disaster Management should work under the overall supervision and guidance of District Collector.
- Establish radio communications with district control room and your departmental and field offices within the district.

- Establish radio communications with district control room and your departmental and field offices within the district.
- Appoint one officer as “NODAL OFFICER –RWS” at the district level.
- Review and update precautionary measures and procedures and review with staff the precautions that have been taken to protect equipment and the port-disaster procedures to be followed.
- Fill department vehicles with fuel and park them in a protected area.
- Inform people to store an emergency supply of drinking water.
- Organize on the receipt of disaster warning continuous monitoring of
 - Wells
 - Intake structure
 - Pumping stations
 - Buildings above ground
 - Pumping mains and
 - The treatment plant.

Through field staff and local body staff.::

- Stand by diesel pumps or generators should installed in damage proof Buildings. (Coordinate with gram panchayat)
- A standby water supply should be available in the event of damage, saline intrusion or other pollution of the regular supply.
- Establish procedures for the emergency distribution of water if existing supply is disrupted like transportation.
- Make provisions to acquire containers and storage tanks, required for storing water on an emergency basis.

- Prepare plans for water distribution to all transit and relief camps of affected villages and cattle camps and ensure proper execution of these plans taking the help panchayat wing.
- A minimum level of stock should be maintained for emergencies, and should – include extra lengths of pipe, connections, joints hydrants and bleaching powder. Adequate tools should be on hand to carry you emergency repairs.
- Cover pumps and motors with adequate protection (if the building is not disaster-proof) to prevent damage.
- Make sure auxiliary generators and standby engines are in good working order.
- Acquire a buffer stock of fuel for the motors and store in a protected place.
- Establish emergency work gangs for immediate post-disaster repairs.

Relief and Rehabilitation

Field Office Priorities

- Carry out emergency repairs of all damages to water supply systems.
- Assist health authorities to identify appropriate sources of potable water.
- Identify unacceptable water sources and take necessary precautions to ensure that no water is accessed from such sources, either by sealing such arrangements or by posting the department, guards.
- Arrange for alternate water supply and storage in all transit camps, feeding centers, relief camps, cattle camps, and also the affected areas, till normal water supply is resorted.
- Ensure that potable water supply is restored as per the standards and procedures laid down in "Standards for Potable Water".

K) SOP's for Transco Department

Normal time activity

- Establish at each sub-station a disaster management tool kit comprising cable cutters, pulley blocks, jungle knives, axes, crowbars, ropes, hacksaws and spinners.
- Tents for work crews should also be in storage.
- Action Plan Objective in a Disaster Situation should be to restore the power supply and ensure uninterrupted power to all vital installation/facilities at sites.

Activities on Receipt of Warning or Activation of DDMP

- Within the affected District/Mandal, all available personnel will be made available to the District Collector. If more personnel are required, the cut of station officers or those on leave may be recalled.
- All persons required for Disaster Management should work under the overall supervision and guidance of District Collector.

Establish radio communications 1 with district control room and departmental offices within the district.

- All district level officials of the department would be asked to report to the collector.
- Appoint one officer as "NODAL OFFICER. Power supply" at district level.
- Review and update precautionary measures and procedures and revive with staff the precautions that have been taken to protect equipment and the post disaster procedures to be followed.
- Assist the district authorities to make arrangements for standby generators in the following public service offices from the time of receipt of alert warning.

1. Hospitals
2. Water department

3. Collectorate
 4. Police stations
 5. Telecommunications buildings
 6. Meteorological stations.
- Fill department vehicles with fuel and park them in a protected area
 - Check emergency tools kits, assembling any additional equipment needed.
 - Immediately undertake inspection from the time of receipt of alert warning of
 - High tension lines
 - Towers
 - Substations
 - Transformers
 - Insulators
 - Poles and
 - Other equipment
 - On the recommendations of the collector/district control room/" Officer in-charge-Power Supply" of the department in the district will Instruct district staff to disconnect the main electricity supply for the affected area
 - Dispatch emergency repair gangs equipped with food, bedding, tents, and tools.
 - On the recommendations of the collector/district control room/" Officer-in-charge.

Relief and Rehabilitation:: Field Office priorities::

- Hire casual labourers on an emergency basis for clearing of damaged poles and salvage of conductors and insulators.
- Begin repair/reconstruction.

- Assist hospitals in establishing an emergency supply by assembling generators and other emergency equipments, If necessary.
- Establish temporary electricity supplies for other key public facilities, public water systems, etc.
- Establish temporary electricity supplies for transit camps feeding centres, relief camps, district control room and on access roads to the same.
- Compile an itemized assessment of damage, from reports made by various city supplies electrical receiving centres and sub-centres.
- Report all activities to the head office.
- Establish temporary Plan for emergency accommodations for staff from outside the area.

L) Sops for Department of Telecom (DTO), Bharat Sanchar Nigam Ltd.(BSNL)

Activities on Receipt of Warning or Activation of DDMP

- Establish radio Communications with state control room, district control room and departmental offices within the district. All personnel required for Disaster Management should work under the overall supervision and guidance of District Collector.
- Appoint one officer as "NODAL OFFICER- Communication" at the district level.
- Review and update precautionary measures and procedures, and review with staff the precautions that have been taken to protect equipments and the post disaster procedures to be followed.
- Fill department vehicles with fuel and park them in a protected area.
 1. Inspect and repair all
 2. Radio masts.

3. Anchorages

4. Foundations and cables

5. Poles

6. Overhead circuits.

- Upgrade outside equipment to withstand wind speeds and other adverse weather conditions.
- Designate at each exchange a member of staff (such as an inspector) as a disaster officer.
- He must live in the area, be instructed in the likely effects of a disaster, and should be knowledgeable about necessary precautions and post-disaster procedures.
- House all electrical and switching equipment in damage proof buildings.
- All storage batteries should be charged fully during alert for long use in the post disaster period, when the electricity supply is not likely to be available.
- Establish an emergency tool kit at each exchange including.
 1. Cable cutters
 2. Cutting pliers
 3. Spanners
 4. Ropes
 5. Ratchet Tension
 6. Crosscut Saws
 7. Pulley blocks with rope
 8. Hand gloves
- Check emergency tool kits and assemble any additional equipment needed.
- Provide at least two tarpaulins in every building with radio equipment
- Tele-printer equipment, and manual and auto exchanges.
- Install standby generators in all exchange buildings for the recharging of batteries.

- Secure all outside equipment to the extent possible.
- Arrange for the transport of additional vehicles for inspectors.
- Assemble equipment and emergency stocks of materials likely to be necessary for restoration of services.
- Arrange emergency standby cable for dispatch to the affected area immediately after the disaster.
- Remove fuses from the lines and disconnect the power supplies to equipment in disaster areas, if necessary.

Relief and Rehabilitation: Field Priorities::

- **Give** priority and concentrate on repairs and normalization of communication in disaster areas.
- Identify the public services with in the affected community for which communication links are most vital and establish a temporary service, if feasible.
- **Establish** a temporary communication facility for use by the public.
 - 1.** Identify requirements, including
 - 2.** Manpower needed
 - 3.** Vehicles needed
 - 4.** Materials and equipments needed.
- Begin restoration by removing and salvaging wires and poles from the roadways through recruited casual labourers.
- Establish a secure storage area for incoming equipments and salvaged materials.
- Carry out temporary building repairs for new equipments.
- Report all activities to head office.

9. ROLE OF NGOs

- The Non-Governmental organizations play an important role in disaster management and provide valuable resources and expert manpower. Their capacity to reach out to community groups and their sensitivity to local traditions of the community give them added advantage during the disaster situation.

- The specific areas where the NGO can be involved are.
 1. Emergency First Aid
 2. Management of Relief Camps
 3. Trauma Care
 4. Services to Vulnerable Groups
 5. Rehabilitation, etc.

10. DISSEMINATION OF DDMP

District disaster management plan is to be disseminated to the district level functionaries, special officers, NGO's Public representatives within the district and to general public through mass media and NGO's.

Responsibility for dissemination of DDMP is vested with district Collector. The materials for awareness programmes at community level would be prepared in the local language to ensure widespread dissemination. Media to be extensively used for public awareness programmes.

In addition to dissemination of literature related to the DDMP, Disaster drills should be conducted on a regular basis

especially in the vulnerable area to maintain readiness of communities and departments.

11. PLAN EVALUATION

The purpose of evaluation of DDMP is to determine adequacy of resources, coordination between various agencies, levels of community participation and partnership with the NTO's. The plan is to be updated basing on shortcomings observed during evaluations to be done by both the district authority and State authority

12. PLAN UPDATE

DDMP is updated every year by District authority. When an amendment is made to a plan, the amendment date would be noted on the updated page of the plan and a senior official in every agency would be designated to ensure that all plan holders are notified of changes as soon as possible.