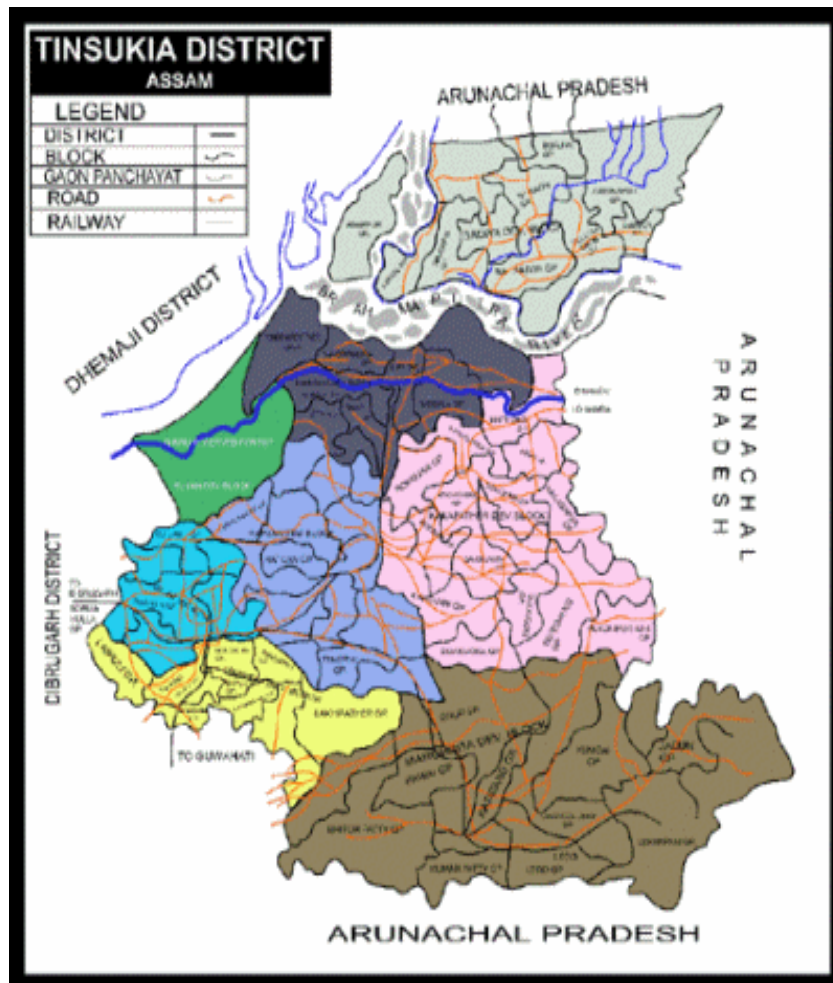




**DISTRICT DISASTER MANGEMENT PLAN
FOR THE YEAR 2024-2025
OFFICE OF THE DISTRICT COMMISSIONER
TINSUKIA**



DISTRICT DISASTER MANAGEMENT PLAN

CONTENTS

Chapter 1. Overview of the District

- 1.1 Introduction
- 1.2 Basic Data of Tinsukia District
- 1.3 Objectives of the Plan
- 1.4 Command and Control

Chapter 2. Administrative set –up

- 2.1 District Disaster Management Authority
- 2.2. District Relief Committee
- 2.3 District Management Team
- 2.4 Search and Rescue Team
- 2.5 First Aid Team
- 2.6 Shelter Management Team
- 2.7 Relief Management Team
- 2.8 Damage Assessment Team
- 2.9 Patrolling Team
- 2.10 Carcass Disposal team
- 2.11 Duties and Responsibilities of Officials

Chapter 3. Circle wise Information of Tinsukia District

- 3.1 Tinsukia Revenue Circle
- 3.2 Doomdooma Revenue Circle
- 3.3 Margherita Revenue Circle
- 3.4 Sadiya Revenue Circle

Chapter 4. Earthquake Mitigation Plan of Tinsukai District

Chapter 5. Industrial Hazard Plan of Tinsukia District

Chapter 6. Crowd Mangement Plan of Tinsukia District

- Annexure:**
- (i) Storage Facility with Capacity, List of Wholesale and Miller
 - (ii) List of important Phone Numbers
 - (iii) Information Dissemination System
 - (iv) Roles & Responsibilities of Depts as per Assam Disaster Mangement Manual-2015
 - (v) Response Plan for Disaster

CHAPTER -1

OVERVIEW OF THE DISTRICT

1.1. INTRODUCTION:

The occurrence of natural disasters is a global phenomenon. The North East of India is highly vulnerable to most types of natural calamities due to its geographical position. Concern about frequent disasters is becoming increasingly relevant as increase in population density, population shifts, depletion of natural environment and increasing technology make it likely that we will encounter disasters more frequently and that they will be more severe. Floods in the district of Tinsukia are a regular feature and the location of the district is also in the foothills of the Himalayas. The Brahmaputra river and its tributaries namely, Burhidehing, Na- Dehing, Lohit, Kundil, and several other shallow rivers flow through the district, which causes regular floods and also causing loss of human life and properties of the people every year.

The district of Tinsukia presently has three sub-divisions. The Sadiya Sub- division is located in the North Eastern most corner of the State of Assam and is separated by the Brahmaputra River. It is bounded by Arunachal Pradesh in the North, East and South, and Lakhimpur District in the West. The Sub- division is highly prone to floods.

The Tinsukia Sadar Sub- division is bounded by Sadiya Sub- division in the North East and Margherita Sub- division in the North West, the district of Dhemaji in the North and Dibrugarh in the West. The Dibru River inundates several areas in the Guujan areas and the Dirak –Sumoni area is susceptible to erosion. Tinsukia Sub- division has two Revenue Circles, Tinsukia and Doomdooma which are partly affected by floods.

The Margherita Civil Sub- division is located in the North Eastern part of the district in the foothills of Patkai range, bounded by Arunachal Pradesh. The Sub- division has the Burhi Dehing River passing through it. Though the area is not prone to floods, but it has a history of flash floods affecting it. The Town of Margherita is more prone to erosion than floods.

Considering the past experience shows number of recurring difficulties during disaster response; The DM Plan 2024-25 is prepared which incorporates preparedness, mitigation and response component. Plan shall act as guide and measures to be taken before during and after floods.

1.2 BASIC DATA OF TINSUKIA DISTRICT----

1. Total Geographical Area	3790 sq. km
2. No. of Revenue Villages	1093 nos.
3. Literacy rate	70.92%
4. Density of Population	347 per sq. km
5. Sex Ratio	948 nos.
6. No. of Revenue Circles	04 nos.
7. No. of Mouzas	10 nos.
8. No. of Police Stations	Tinsukia Police District Tinsukia Police District Police Station: 14

Outpost: 8, Petrol Post :2

Sadiya Police District

Police Station: 4

Outpost: 2

Police Border Outpost: 2

9. No. of Development Block 07 nos.

10. No. of GPs 85 nos.

1.3 OBJECTIVES OF THE PLAN:

1. Distribution of duties amongst Govt. Officials.
2. Ascertain the availability of resources, manpower and logistics available locally.
3. To co-ordinate the relief activities by drawing up operational plan with all concerned deptt.s/ agencies / NGOs to evolve a common plan for response.
4. To prepare list of buildings, Community Centers, Halls, Schools to be opened as temporary relief centers.
5. Identify the list of susceptible places likely to be cut off or submerged during floods.
6. Identify high land / raised platforms for human and cattle shelter.
7. Ensure flow of communication network, proper weather forecasting warning level of the rivers, both upstream and downstream and accurate warning mechanism.
8. To ensure sufficient stock of essential commodities/ food stock and other essential items with proper storage facilities for immediate dispersal.
9. Identify all vulnerable roads/ bridges/embankments prone to damage/ washed away/ submerged etc. to take immediate measures for restoration of road links.

1.4 COMMAND AND CONTROL:

The District Commissioner, Tinsukia is the Chairman of District Disaster Management Authority. He will be assisted by Additional District Commissioner (Disaster Management) in the event of natural or man made disasters and in all other matters relating to such events and their execution in the district. The District Project Officer (DM) and Disaster Management Branch will assist the ADC in monitoring the relief and rescue operation during any disaster.

District Emergency Operation Centre (DEOC) has been set up in DC Office, Tinsukia with contact no 0374-2338656 with a Toll Free Number 1077 and Mobile number: 9394585622. ADC, Disaster Management is the nodal officer of it. Staff of the control room maintains a register for recording the information received from any quarter and informs the same to ADC (DM.).

CHAPTER-2

ADMINISTRATIVE SET-UP

2.1 DISTRICT DISASTER MANAGEMENT AUTHORITY: The District Disaster Management Authority (DDMA) Tinsukia District was constituted as per provision of Section 20(1) of National Disaster Management Act 2005 to deal with any exigencies like natural calamity or man-made structural disturbances.

The members of the DDMA:

Sl No.	Members	Designation	Contact no.
1	District Commissioner, Tinsukia.	Chairman	0374-2331572
2	Chairperson, Tinsukia Zila Parisad	Co-Chairman	0374-2331455
3	Addl. District Commissioner, DM	CEO	6001226166 9401072229
4	Superintendent of Police	Member	0374-2331468
5	Joint Director of Health Service	Member	0374-2331271 9435138342
6	EE, P.W.D. Building (represented by AEE)	Member	0374-2331449
7	Ex. Eng. Water Resource Div. Dibrugarh(represented by AEE, Doomdooma)	Member	6001497398
8	DAO, Agriculture Dept	Member	9101745750
9	Ex. Eng. PHE, Tinsukia	Member	9435004953
9	Deputy Director of Food & Civil Supply &Consumer Affairs	Member	9954515265

Besides the above, the CEO, Zilla Parishad, Tinsukia; All SDOs I; All SDPO; All Circle Officers & Block Development Officers of Tinsukia District; G.M.,B.S.N.L., Ex. Eng. PWD Roads, CEO, APDCL Tinsukia, Ex. Eng. P.H.E., Ex. Eng. Irrigation, District Animal Husbandry & Veterinary Officer, Inspector of Schools, District Social Welfare Officer, District Agriculture Officer, District Transport Officer, Ex. Eng. Town and Country Planning, Deputy Controller, Civil Defence, Sr. Station Officer, Fire Service; Chairman, Tinsukia Municipal Board; DPO Disaster Management; DIPRO will be additional members to the meeting of the District Disaster Management Authority. C.O. of Army; C.O. of CPMF; Designated Officer of Central PSU-IOC,OIL,CIL and State PSU-Assam Gas Cracker Project; CO. 2ND APBN at Makum; Representative of GOC Army at Dinjan, Representative of AOC at Chabua AFB; Brigade Commanders at Laipuli (Indian Army) and Lekhapani (Assam Rifles) and from citizenry shall be co-opted members.

The members of the District Disaster Management Authority will be responsible to prepare a comprehensive District Disaster Management Plan in coordination with all other departments and direct all concerned to chalk out programmes for sensitization and awareness from time to time. DDMA will also review preparedness of all the departments to deal with any disaster on a regular basis.

2.2 DISTRICT DISASTER RELIEF COMMITTEE

A district level co-ordination committee will be formed to deal with the situation at district headquarter. The constitution of committee would be as follows:

Sl.No.	Person	Designation
1	District Commissioner, Tinsukia	Chairman
2	Addl.District Commissioner cum CEO, District Disaster Management Authority, Tinsukia	Convener
3	Superintendent of Police, Tinsukia and Sadiya Police district	Member
4	CEO, Zilla Parishad, Tinsukia	Member
5	Circle Officer, Tinsukia Revenue Circle.	Member
6	Circle Officer, Margherita Revenue Circle.	Member
7	Circle Officer, Doomdooma Revenue Circle.	Member
8	Circle Officer, Sadiya Revenue Circle.	Member
9	B.D.O. Saikhowa Dev. Block.	Member
10	B.D.O. Guijan Dev. Block.	Member
11	B.D.O. Hapjan Dev. Block.	Member
12	B.D.O. Margherita Dev. Block.	Member
13	B.D.O. Itakhuli Dev. Block.	Member
14	District Project Officer, DDMA	Member
15	Chairman, Tinsukia Dev. Authority	Member
16	District Transport Officer, Tinsukia	Member
17	Chairman, Tinsukia Municipal Board	Member
18	Chairman, Doomdooma Municipal Board	Member
19	Chairman, Makum Municipal Board	Member
20	Chairman, Digboi Municipal Board	Member
21	Joint Director Health Services, Tinsukia	Member
22	Ex. Eng. Pwd Tinsukia Ddm Sadiya Territorial Road Div Tsk	Member
23	Ex. Eng. Pwd Digboi Margherita Territorial Road Div Tsk	Member
24	Ex. Engineer, Dibrugarh Building Division.	Member
25	Ex. Engineer, PHE, Tinsukia	Member
26	Ex. Engineer, Irrigation Tinsukia Division.	Member
27	Ex. Engineer, Town & Country Planning, Tinsukia	Member
28	Ex. Engineer, IWT Dibrugarh Division	Member
29	Asst Deputy Controller, Civil Defence, Tinsukia	Member
30	Station Officer, Fire & Emergency Service	Member

**2.3 DISTRICT DISASTER MANAGEMENT TEAM Contact Person. ADC cum CEO, DDMA Tinsukia.
Mob .No. 6001226166/9401072229**

SI.No	Designation	Department/Agency
1	ADC cum CEO, DDMA Tinsukia	Administration
2	Superintendent of Police, Tinsukia.	Police
3	EE Water Recourse Department, Dibrugarh	Water Resource
4	DIPRO	DIPRO
5	SDOI Margherita	Sub-Division
6	SDOI Sadiya	Sub-Division
7	Circle Officer, Tinsukia Revenue Circle	Revenue
8	Circle Officer, Margherita Revenue Circle	Revenue
9	Circle Officer, Sadiya Revenue Circle	Revenue
10	Circle Officer, Doomdooma Revenue Circle	Revenue

2.4 SEARCH AND RESCUE TEAM:-Contact Person.S.P., Tinsukia. Ph.No. 0374-2331468

SI.No	Designation	Department/Agency
1	Superintendent of Police, Tinsukia	Police
2	Station Officer, Fire Station, Tinsukia	Fire
3	Station Officer, Margherita	Fire
4	Ex. Eng. Pwd Tinsukia Ddm Sadiya Territorial Road Div Tsk	PWD Roads
5	Ex. Eng. Pwd Digboi Margherita Territorial Road Div Tsk	PWD Roads
6	Executive Engineer PWD (BLDG), Dibrugarh	PWD (BLDG)
7	AEE, PWD (BLDG), Tinsukia Sub-Division	PWD (BLDG)
8	Deputy Controller (i.c), Civil Defence	Civil Defence
9	Youth Coordinator	Nehru Yubak Kendra

2.5 FIRST AID TEAM: Contact Person: Jt. Director Health Services, Tinsukia Mob.No. 9435138342

SI.No	Designation	Department/Agency
1	Jt. Director Health Services, Tinsukia	Health
2	Deputy Controller (i.c),	Civil Defence
3	Platoon Commander, Home Guards	Home Guard
4	District Social Welfare Officer, Tinsukia	Social Welfare

2.6. SHELTER MANAGEMENT TEAM:-Contact Person: ADC (DM), Tinsukia Mob.No. 6001226166/9401072229

SI.No	Designation	Department/Agency
1	CEO, Zilla Parishad, Tinsukia	Zilla Parishad
2	ADC cum CEO, DDMA Tinsukia	Administration
3	Addl. S.P. Tinsukia	Police
4	Circle Officer, Tinsukia Revenue Circle	Revenue
5	Circle Officer, Doomdooma Revenue Circle	Revenue
6	Circle Officer, Margherita Revenue Circle	Revenue
7	Circle Officer, Sadiya Revenue Circle	Revenue

8	District Transport Officer, Tinsukia	Transport
9	Inspector of Schools, Tinsukia	Education
10	District Elementary Education Officer, Tinsukia	Education
11	Executive Engineer, PWD (BLDG)	PWD (BLDG)
12	CEO, APDCL Tinsukia	Electricity
13	General Manager, DICC, Tinsukia	Industries

2.7 RELIEF MANAGEMENT TEAM :-Contact Person:ADC (DM),Tinsukia Mob.No. 6001226166/9401072229

SI.No	Designation	Department/Agency
1	ADC cum CEO, DDMA Tinsukia	Administration.
2	Superintendent of Police, Tinsukia	Police Administration.
3	Deputy Director, Food & Civil Supply	Supply
4	Circle Officer (Tinsukia, Doomdooma, Margherita, Sadiya)	Revenue.
5	The Deputy Controller (i.c)	Civil Defence

2.8 DAMAGE ASSESSMENT TEAM: Contact Person: ADC (DM),Tinsukia Mob.No. 6001226166/9401072229

SI.No	Designation	Department/Agency
1	ADC cum CEO, DDMA Tinsukia	Administration.
2	CEO, Zilla Parishad	Administration
3	Circle Officer (Tinsukia, Doomdooma, Margherita, Sadiya)	Revenue

2.9. PATROLLING TEAM:- Contact Person: S.P. , Tinsukia-Ph. No.0374-2331468

SI.No	Designation	Department/Agency
1	Superintendent of Police, Tinsukia.	Police Administration
2	The Chairman, Tinsukia Municipality Board.	Municipal Administration.
3	The Chairman (Makum, Digboi, Doomdooma, Margherita MB)	Municipal Administration.
4	Circle Officer (Tinsukia, Doomdooma, Margherita, Sadiya)	Revenue
5	The Deputy Controller (i.c)	Civil Defence

2.10. CARCAS DISPOSAL TEAM:- Contact Person S.P. Tinsukia Ph. No 0374-2331468

SI.No	Designation	Department/Agency
1	Superintendent of Police, Tinsukia.	Police Administration
2	District Animal Husbandry & Veterinary Officer, Tinsukia	Veterinary Deptt.
3	The Chairman, Tinsukia Municipality Board.	Municipal Administration.
4	The Deputy Controller (i.c)	Civil Defence

2.11 DUTIES AND RESPONSIBILITIES OF THE OFFICIALS:

1. To plan, organize and make systematic rescue and relief operation in the District.
2. To co-ordinate the efforts of the Govt. deptts. In connection with the relief operation.
3. To co-ordinate and liaise with the activities of both rescue and relief operation of the Revenue Circles area.
4. To make arrangement for enforcement of trained manpower for rescue and relief operation Civil Defence Town, Tinsukia and Digboi.

5. To make use arrangement for requisition of heavy rescue equipment from other private sectors, Central Govt. Enterprises like OIL, Duliajan.
6. To make use of light rescue of Civil Defence

CHAPTER-3

CIRCLE WISE DISASTER MANAGEMENT PLAN

3.1.TINSUKIA REVENUE CIRCLE

INTRODUCTION:

The occurrence of natural disasters is a global phenomenon. The North East of India a highly vulnerable to most types of natural calamities due to its geographical position. Concern about frequent disasters is becoming increasingly relevant as increase in population density, population shifts, depletion of natural environment and increasing technology make it likely that we will encounter disasters more frequently and that they will be more severe. Floods in the district of Tinsukia are a regular feature and the location of the district is also in the foothills of the Himalayas. The Brahmaputra river and its tributaries namely, Burhidehing, Na- Dehing, Lohit, Kundil, and several other shallow rivers flow through the district, which causes regular floods and also causing loss of human life and properties of the people every year.

The district of Tinsukia presently has three sub-divisions. The Sadiya Sub- division is located in the North Eastern most corner of the State of Assam and is separated by the Brahmaputra River. It is bounded by Arunachal Pradesh in the North, East and South, and Lakhimpur District in the West. The Sub- division is highly prone to floods.

The Tinsukia Sadar Sub- division is bounded by Sadiya Sub- division in the North East and Margherita Sub- division in the North West, the district of Dhemaji in the North and Dibrugarh in the West. The Dibru River inundates several areas in the Guijan areas and the Dirak –Sumoni area is susceptible to erosion. Tinsukia Sub- division has two Revenue Circles, Tinsukia and Doomdooma which are partly affected by floods.

The Margherita Civil Sub- division is located in the North Eastern part of the district in the foothills of Patkai range, bounded by Arunachal Pradesh. The Sub- division has the BurhiDehing River passing through it. Though the area is not prone to floods, but it has a history of flash floods affecting it. The Town of Margherita is more prone to erosion than floods.

Considering at the past experience shows number of recurring difficulties during disaster response; Flood Contingency Plan 2024 is prepared which incorporates preparedness, mitigation and response component. Plan shall act as guide and measures to be taken before during and after floods.

BASIC DATA OF TINSUKIA REVENUE CIRCLE:

1. Total Geographical Area	: 367.3 sq. miles (379251.83 Bigha)
2. No. of Revenue Villages	: 256 nos.
3. Literacy rate	: 71.02 % (Male-68.23 & Female-55.21)
4. Density of Population	: 350 per sq. km
5. Sex Ratio	: 940 nos.
6. No. of Mouzas	: 06 nos.
8. No. of Police Stations	: 03 nos. P.S. (05 nos. of Police Out post.)
9. No. of Development Block	: 03 nos.
10. No. of GPs	: 24 nos.

OBJECTIVES OF THE PLAN:

10. Distribution of duties amongst Govt. Officials.
11. Ascertain the availability of resources, manpower and logistics available locally.
12. To co-ordinate the relief activities by drawing up operational plan with all concerned departments/ agencies / NGOs to evolve a common plan for response.
13. To prepare list of buildings, Community Centers, Halls, Schools to be opened as temporary relief centers.
14. Identify the list of susceptible places likely to be cut off or submerged during floods.
15. Identify high land / raised platforms for human and cattle shelter.
16. Ensure flow of communication network, proper weather forecasting warning level of the rivers, both upstream and downstream and accurate warning mechanism.
17. To ensure sufficient stock of essential commodities/ food stock and other essential items with proper storage facilities for immediate dispersal.
18. Identify all vulnerable roads/ bridges/embankments prone to damage/ washed away/ submerged etc. to take immediate measures for restoration of road links.

COMMAND AND CONTROL:

The Circle Officer, Tinsukia is the Chairman of Flood Relief Management Authority in the circle. He will be assisted by Field Officer (Disaster Management) and Lot Mandals in the event of natural disasters like flood relief and in all other matters relating to such events and their execution in the circle. The SDRF and various line departments will assist the Circle Officer in monitoring the relief and rescue operation during flood.

TINSUKIA FLOOD CONTIGENCY PLAN



The flood prone area of Tinsukia Revenue Circle is divided into four zones and five sectors, comprising four zonal officers and five sector officers and eleven assisting Officers. The zonal officers will be assisted by the Sectors Officers and the Sector Officers will be assisted by the assisting Officials and the Sector Officers will be overall in-charge of the relief operation.

<u>FLOOD ACTION PLAN 2024-2025</u>						
SI. NO.	MOUZA	AFFECTED VILLAGE	ZONAL OFFICER	SUB ZONE	SECTOR OFFICER	ASSISTING OFFICIAL
1	RONGAGORA	Laika Pomua (Forest Village)	<u>BDO</u> <u>Guijan</u> <u>Dev. Block</u> Sri Ashim Sharma 9435229664	Laika (Forest Village) Erasuti Natun Rongagorah 4 No F.S. Wathoi Gaon Balijan Gaon Dhelakhat Gaon Guijan Gaon	Sri Parikhit Kurmi Jr. Enginner, Guijan Dev. Block, Ph: 8402085937 6000382191	Sri Nilim Salil Bailung (LRA) 9954539022 Sri Anil Gogoi (LRA) 7637808437
2		Laika Phasida (Forest Village)				
3		Laika Rigbi (Forest Village)				
4		Erasuti (Goromjan)				
5		Natun Rongagorah 4 No F.S.				
6		Wathoi Gaon				
7		Balijan Gaon				
8		Dhelakhat Gaon				
9		Guijan Gaon				

10		Khamtiguwali T.E. (Partly)				
11		Nalani T.E.				
12		Nalanihula Gaon				
13		Rongagorah T.E.				
14	BOGDUNG	Dinjan T.E.				
15	TINGRAI	Doomdooma Pather Gaon	<u>BDO</u> <u>Hapjan</u> <u>Dev. Block</u> Smti Kaberi Buragohain 9365072589	Hapjan	Sri Sapon Jyoti Kalita Asst. Engineer Hapjan Dev. Block Ph: 8011132081	Sri Montu Bora (LRA) 9678206742 Sri Mauchum Chetia (LRA) 7002508683
16	TINSUKIA	Tingrai Habi Gaon				
17		Kuwari Pathar Block Gaon	<u>BDO:</u> <u>Ithakhuli</u> <u>Dev. Block</u> Sri Kaustav Dehingia 8403830436			
18	TIPLING	Bordubi Town		Ithakhuli	Sri Rituraj Bordoloi Asst. Engineer, Itakhuli Dev. Block 8638966954	Sri Baidya Nath Sonowal (LRA) 8638935629 Sri Bimal Barman (LRA) 9101264091
19	TINSUKIA	Tinsukia Municipal Area	<u>Executive</u> <u>Officer,</u> <u>TMB</u> Smti. Dharmistha Dutta 9706063452	Tinsukia Town	Sri. Nabajyoti Das Jr. Engineer Tsk. Municipal Board 8761829757	Sri Diganta Sonowal (LRA) 8751965592 Sri Hiranya Bora (LRA) 8812928843 Sri Tara Kt. Neog (LRA) 7002555623

LIST OF BOAT AVAILABLE

SI No.	Name of Boat Owner	Contact Nos.	No. of Boats	Type of Boats	Size of Boats
1	Sri Prafulla Das	9954606096	1	Motor Boat	Big
2	Sri Sanjay Das	9957909334	1		Big
3	Joynal Abedin	9435335462	2	Motor Boat	Big
4	DilipYadev	9101073811	1	Motor Boat	Big

5	Eco Tourism Dev. Cop	7086631617	2	Motor Boat	Medium
6	Anil Sehani	9957185391	1	Motor Boat	Big
7	SDRF, Tinsukia	9864806682	3	Motor Boat	Rubber Boat (Small)
8	Guijan Forest Ranger, J Agarwal	9435089696	2	Motor Boat	1 Speed Boat, 1 Medium
9	Tinsukia Rev. Circle	9706612228	1	Rubber Boat	1 Small Boat

Total Boat:

1. Big: 6 Nos.
2. Medium: 3 Nos.
3. Small (Motor Boat): 4 Nos

**DESIGNATED FLOOD RELIEF CAMPS UNDER TINSUKIA
REVENUE CIRCLE
DIST: TINSUKIA**

SL. NO.	NAME OF RELIEF CAMP	NAME OF THE VILLAGE	NAME OF THE LAND RECORD ASSISTANT	NAME OF THE GAON PRADHAN AND CONTACT NO.	NAME OF THE RELIEF CAMP INCHARGE AND CONTACT NO.	NAME OF THE ASSISTING STAFF OF THE RELIEF CAMP AND CONTACT NO.	CAPACITY OF RELIEF CAMP
1	KHAMTI GUWALI GP OFFICE	KHAMTI GUWALI	MONTU BORA 9678206742	BHABEN KURMI 9435223313	ARUP SAIKIA 86382030 27	JERAI KAITHA 6002749968	100
2	RONGAGORA MUKALI MANCHA	RANGAGORATE	MONTU BORA 9678206742	BHABEN KURMI 9435223313	CHIRAN JIT SINGH 86384986 97	GONESH MUNDA 9394599332	50
3	NALANI T.E. FACTORY	NALINITE	MONTU BORA 9678206742	BHABEN KURMI 9435223313	BASANT A BARUAH 93948385 33	CHUTU NAYAK 8472013236	100
4	NALANI GOJALI GAON LP SCHOOL	NALINITE	MONTU BORA 9678206742	BHABEN KURMI 9435223313	RAJEN KARMA KAR 60013158 50	LAKHINDRA KOYA 9954792182	50

5	GOTTON G SARASW ATI LP SCHOOL	GOTTON G CHARIA LI	MONTU BORA 9678206742	SAILEN BARUAH 9957298505	TRIDIP CHETIA 60013739 38	HINDU DUTTA 8486109425	50
6	DINJAN TE LP SCHOOL	DINJAN TE	MONTU BORA 9678206742	AMIRUL HUSSAIN 6001103095	NIKU BORG HAIN 86380205 54	BINOD RAMA 9707284831	75
7	BORGURI HIGH SCHOOL	LEZAIH ULA GAON	MONTU BORA 9678206742	MRIDUL GOGOI 9101932488	NOBONI TA NEOG 91017985 39	SARANGO PANI GOHAIN 9435393594	300
8	DHELAK HAT T.E L.P SCHOOL	DHELAK HAT GAON	MONTU BORA 9678206742	SAILEN BARUAH 9957298505	MEGHN ATH GORH 60035935 89	DEEPSIKHA HAZARIKA 6000694176	50
9	NAHORO NI WATHOI L.P SCHOOL	GOTTON G GAON	MONTU BORA 9678206742	SAILEN BARUAH 9957298505	RANJIT BORUA H 60008369 25	MUNMI SOBHAPAN DIT 8486666577	30
10	NATUN RONGAG ORA L.P. SCHOOL	NATUN RANGA GORA GAON	MONTU BORA 9678206742	KUSHADHAR SONOWAL 9365026835	BHUBA N MORAN 60026951 72	SUREN HAZARIKA 7637971761	25
11	NATUN RONGAG ORA M.E. SCHOOL	NATUN RANGA GORA GAON (KALIAP ANI TEENAL D)	MONTU BORA 9678206742	KUSHADHAR SONOWAL 9365026835	DILIP DEKA 99543490 93	NILMONI HAZARIKA 6003229747	50
12	2 NO. PACHIM MAMORO NI L.P. SCHOOL	MAMOR ONI ANAND ABAG TE	PARISHMA BORAH 9101609926	NOBEN BORA 7638054877	RANJU KAKOTI 99544451 83	JITU MORAN 9854879928	30
13	NA- GAON L.P. SCHOOL	TINGRAI BONGAL I GAON	RATUL DAS 9101292879	THAKUR VERMA 9954672923 9707222918	RENU RAI 99542834 95	BIKASH DEY 7002499287	100
14	HANSAR A HINDI LP AND ME SCHOOL	HANCH ARA	MRINMOY ROY 8876911986	TINKURUHI DAS 9957144469	KISHORI LAL SHARM A 99577885 61	SANJAY SAHU 8638759041	50

15	HANSAR A 6 NO. LINE L.P SCHOOL	HANCH ARA	MRINMOY ROY 8876911986	TINKURUHI DAS 9957144469	RAKSAN A BEGUM 84748037 73 91010436 90	HIMANJYOT I SONOWAL 7896095774	50
16	HANSAR A MACHUA PATTY DHARAM SALA	HANCH ARA	MRINMOY ROY 8876911986	TINKURUHI DAS 9957144469	BIJOY SHARM A 69010356 35	SACHIN PATNAYAK 9954329566	20
17	SUMKA BASTI L.P. SCHOOL, MAMORO NI	SUMKA BASTI	PARISHMA BORAH 9101609926	NOBEN BORA 7638054877	SIMA DAS 98596100 89	SIKHA KALITA 9954797193	40
18	MADHUB AN L.P. SCHOOL	1 NO. BORDUB I GAON	BIMAL BARMAN 9101264091	UJJAL MEDHI 7002049264	HARKA MAYA LIMBOO 99544275 26	CHITRA BORDHAN 8402080346	150
19	ROBORB ARI GAON LP SCHOOL	ROBORB ARI GAON	NIRAMONI BORUAH 6001822943	HEREMBO NEOG 9678349959 8638897268	BULON CHAND RA DAS 91014254 14	NETAI BHUMIJ 8720920292	100
20	CHOTOTI NGRAI T.E. L.P SCHOOL BORBHE TA LINE	CHOTO TINGRAI	BAIDYA NATH SONOWAL 8638935629	PRANJIT TALUKDAR 7002635330	RAM TANTI 69008010 78	LINGUSH KHARIA 7638851287	50
21	LANGKA SI GP OFFICE	LANGK ASI GAON	SUBONTI MORAN 9678350173	DHARMENDR A MORAN 9613976608	CHAND AN GUPTA 99548444 98	MRIDUL SONOWAL 9954844498	100
22	TENGAP ANI T.E. LABOUR CLUB	TENGAP ANI TE	NIRAMONI BORUAH 6001822943	ONKAR PRADHAN 8034827210	AKASH BAKTI 70026802 49	HARESWAR NAYAK 8473988216	100
23	MAKUM COLLEGE	MAKUM TOWN	RATUL DAS 9101292879	BABUL KURMI 7577031655	MALONI KA BHUYA N 70995002 04	NANDA BORUA 7086564757	200
24	2 NO. HABEDA LP SCHOOL	2 NO HABEDA GAON	NIRAMONI BORUAH 6001822943	AMBESWAR BORUAH 8638740450	ABLIN DAS 81340754 39	PAHARI CHETIA 8471937479	80

25	TENGAP ANI GAON L.P. SCHOOL	TENGAP ANI GAON	NIRAMONI BORUAH 6001822943	HEREMBO NEOG 9678349959 8638897268	ROMA KANTA BARUAH 9957268637	SHYAM SHARMA 7002045177	150
26	KHARIA L.P. SCHOOL	KHARIA GAON	NIRAMONI BORUAH 6001822943	ONKAR PRADHAN 8034827210	RAJESH GORH 7896282390	BINUD URANG 6900529665	100
27	ALKANANDA T.E. L.P. SCHOOL	2 NO POTIA PATHER	NIRAMONI BORUAH 6001822943	ONKAR PRADHAN 8034827210	ARJUN GOWAL A 7002499301	SOHIL MOLLIK 9101380356	100
28	NC HABEDA L.P. SCHOOL	2 NO HABEDA GAON	NIRAMONI BORUAH 6001822943	AMBESWAR BORUAH 8638740450	BHASKAR NEOG 9101593935	KETEKI SONOWAL 9577517728	80
29	JEGONI HUNAPUR L.P. SCHOOL	JENGONI GAON	BAIDYANATH SONOWAL 8638935629	ONKAR PRADHAN 8034827210	RAJESH KUMAR 9101854263	JOILAL GORH 9707285121	100
30	NABA JAGRITI HIGH SCHOOL	JINGHA GAON	BAIDYANATH SONOWAL 8638935629	PRANJIT TALUKDAR 7002635330	DIGANT A PACHONI 9706494525	JIBANANDA GOGOI 9957076784	200
31	SHANKH ADHAR L.P. SCHOOL	MAKUMJN TOWN	RATUL DAS 9101292879	HEREMBO NEOG 9678349959 8638897268	DEEPI REKHA MORAM 6001783377	LOLITADITYA PHUKON 9101257908	100
32	TINGRAI HABI L.P. SCHOOL	TINGRAI HABI	RATUL DAS 9101292879	RUTLA SAIKIA 9678345197	PRASANJIT GORH 9854818382	BABITA SAHA 9137190041	100
33	BANISADAN L.P. SCHOOL	SRIPURIA CONGRESS COLONY	RATUL DAS 9101292879	RUTLA SAIKIA 9678345197	SAM MAZUMDAR 9957073233	BABITA SAHA 9137190041	100
34	SEUPUR T.E. L.P. SCHOOL	SEWPURTE PAKHORIJAN GAON	RATUL DAS 9101292879	SOMIR RANJAN GOGOI 6000327928	SANMAN NEWAR 6000374257	DAYAL SAH 6000537395	40
35	LAHORIJAN L.P. SCHOOL	LOHARI NEPALI GAON	RATUL DAS 9101292879	AJIT CHETIA 9864576989	SWAPNA RAJKHOWA 9101351095	GUNIN DAS 7002943453	100

36	KUHIPAT L.P SCHOOL	LOHARI BONGAL I GAON	RATUL DAS 9101292879	BABUL KURMI 7577031655	TANU PD BHUYA N 9577222938	CHINMOY SAIKIA 8135864622	80
37	SEWPUR T.E. HOSPITAL	SEWPUR TE	RATUL DAS 9101292879	RUTLA SAIKIA 9678345197	MD. SAIFUL ISHLAM 9101983790	VOLTA YADAV 8876278551	100
38	ADARSH A HINDI BIDALAYA	1 NO POTIA PATHER	RATUL DAS 9101292879	RUTLA SAIKIA 9678345197	MAZIMUNA PERUMANNA 8136844296	SARIF ALI 9101786820	100
39	BAHADUR L.P SCHOOL	BAHADUR TE	BIMAL BARMAN 9101264091	ONKAR PRADHAN 8034827210	SUMON PANIKA 9678217345	RAM MURA 9365247564	150



**ADVANCED CONTINGENCY PLAN FOR FLOOD RELIEF AND RESCUE
OPERATION UNDER DOOMDOOMA REVENUE CIRCLE**



Doomdooma Revenue Circle :::: Doomdooma

District::Tinsukia

Assam

Year: 2024

Name of the Circle	: Doomdooma Revenue Circle
Name of the Circle Officer	: Shri Navajyoti Saharia, ALRS
Contact No of Circle Officer	: 9678001371
Name of Circle Officer (A)	: Smti. Bharati Borah, ALRS
Contact No of Circle Officer (A)	: 8011017706
Name of Field Officer (DM)	: Shri Bikash Moran
Contact No of Field Officer (DM)	: 7896868711
Total Circle area	: 565121B-0K-3L
Total No of Villages	: 427
Total Population	: 4, 11,779 (Four Lakhs Eleven Thousand Seven Hundred Seventy Nine)

For smooth management of relief operation the entire flood affected villages of the Circle have been divided in **4 (four)** flood zone and **9(Nine)** sectors as detailed below:

Zone – A : The Flood Zone covers the flood affected villages of Sadiya (S.B.) & Saikhowa Mouja

Zonal Officer : Shri Ribu Saikia, B.D.O, Saikhowa Development Block, M/No-6001044578, Shri Samsuddin Ahmed,Asstt. BDO,Saikhowa Development Block ,Contact No-9365482471, will remain over all in charge of the ZONE – A.

Sector Officers : **Sector 1**- Shri Hareshwar Hazarika, Secretary, Na-Bormura G.P.Conatct No-9101016286, Shri Diprun Sonowal, G.P.C., M/No-9954222241

Sector 2- Shri Luchon Sonowal ,AE,Aroimuriya G.P. M/ No-9864378709, Shri Putul Changmai , AE Hahkhati G. P. , M/No-7086911981

Sector 3- Shri Rubul Handique,AE,Saikhowa G.P., M/ No-9435874687, Shri Nirmal Buragohain,G.P.C., M/No-7896188772

Sector 4- Shri Gupan Sonowal, AE, Dangari G.P. M/ No-7002627072

Sector 5 - Shri Mrinal Sonowal, Account Asstt., M/No-8812087352

Land Record Assistants

:Sector 1-

a) Shri Atul Phukan, LRA,Contact No- 6900356076

b) Shri Suteswar Moran, LRA, Contact No-9957123552

c) Shri Dinesh Ch Ray, LRA, Contact No- 9101181962

Sector 2 –

a) Shri Jiban Gohain , LRA, Contact No-9678419848

b) Shri Madan Sonowal , LRA,Contact No- 9954149462

c) Shri Nirmal Gohain, LRS,Contact No-9954534230

Sector 3 –

a) Shri Nirmal Gohain, LRS,Contact No-9954534230

b) Shri Edwin Hanse, LRA, M/No- 8471967955

b) Shri Manash Phukan, LRA, M/No- 9864556296

Sector 4 –

a) Shri Tridip Konwar, LRA, M/ No-9394902796

b) Shri Sanjib Kachari, LRA M/ No-6001836743

Sector 5-

a) Shri Tridip Konwar, LRAM/ No-9394902796

b) Shri Pulakesh Das, LRA M/ No-8011634080

Name of Flood affected villages under Zone - A:

MOUZA	Sector Name	Name of village	Population	Adults+ Minors
Sadiya (South Bank)	Sector – 1	1 No Bormura	476	321+155
		2 No Bormura	399	290+109
		3 No Bormura	520	320+200
		No 1 Kapahtali	948	538+410
		No 2 Kapahtali	630	467+163
		Nowkata	310	258+62
		Gohain Gaon	505	42015+105+85
		Goroimari	402	227+175
		Phelai	502	412+190
		Koliabasti	400	225+175

		1 No Hatighuli	544	399+145
		2 No Hatighuli	384	269+115
Sadiya (South Bank)	Sector – 2	1 No Bisonimukh	225	134+91
		2 No Bisonimukh	545	352+193
		Lawpani	400	315+85
		Sisni	300	177+123
		Bhojoni	425	239+186
		UparLawpani	455	286+169
		SimantaTengapani	585	350+235
Sadiya (SB)	Sector – 3	Bhobangkhal	1450	800+650
		SaikhowaGaon	1003	403+600
		KhutiPathar	1571	833+738
		No 2 DhollaBagan	213	124+89
Saikhowa	Sector – 4	Lawpati	520	385+135
		Phulbarihabi	229	155+74
		Ajukha	342	207+135
		Kailashpur		
		Khagorijan	762	579+183
		Hatikhowa	335	217+118
Saikhowa	Sector – 5	Tamuli	215	115+100
		Laina	1014	624+390
		HabiSamGuri	248	170+78

Zone –B

: The flood sector covers the 1 (one) flood affected village of Hapjan Mouja & Doomdooma Town Area.

Zonal Officer

: Shri Navajyoti Saharia, ALRS, Circle Officer, Doomdooma Revenue Circle, M/ No-9678001371

Sector Officers

9954534230

: **Sector 1** - Shri Nirmal Gohain LRS, Contact No-

Committee

Sector 2 – Shri Nirod Deka, AEE, Doomdooma Town M/No-9435338331

Land Record Assistants

: **Sector 1-**

a) Shri Ranjan Kumar Ray, LRA M/No-6001458898

Sector 2 –

a) Shri Atul Phukan, LRA ,M/No- 6900356076

b) Shri Jukheswar Moran, LRA, M/No- 7086131633

Name of Flood affected villages under Zone - B:

MOUZA	Sector Name	Name of Village	Population	Minor+Adults
Hapjan	Sector 1	Baghjan	1839	1390+439
Doomdooma	Sector 2	Doomdooma Town		

Zone –C
HapjanMouja.

: **The flood sector covers the flood affected villages of**

Zonal Officer

: Smti. Kaberi Buragohain BDO, Hapjan will remain in Charge of Zone- C. Contact 9365072589

Sector Officer

: Shri Dulen Hazarika,AE ,Barekuri G.P.
M/No- 9954504185

Land Record Assistants

: 1.Shri Surajit Baruah, LRA, M/NO-8638338846
2. Shri Harijit Senapati, LRA, M/No- 8721923723

Name of the flood affected villages under Zone - C:

MOUZA	Sector Name	Name of village	Population	Minor+Adults
Hapjan	Sector -1	1 No Purnimotapung	673	338+265
		2,3,4,5 No Purnimotapung	1255	690+565
		Bebejia	222	125+97
		Hatibat	1182	682+500
		Hilika TE	200	120+80
		Borgaon	108	66+42

Zone D

: The Flood sector covers the flood affected villages of Saikhowa Mauja.

Zonal officer

: Smti. Shruti Lekha, BDO, Kakopathar Dev. Block, Contact No-9707513702

Sector Officer
Circle,

: Shri Aniruddha Bhattacharya, JDAA, Doomdooma Rev.
M/No-7086441098

Land Record Assistants

: a)Shri Ajanta Hazarika, LRA, M/No-9957853587 ,
b) Shri Jiten Teron , LRA, M/No-8486063433
c) Shri Tapash Gogoi , LRA, M/No-8011267032

Name of flood affected villages under Zone D:

MOUZA	Sector Name	Name of village	Population	Minor+Adults
Saikhowa	Sector 1	Sumon iGaon	320	215+105

Duties of Zonal Officers and his team:

The Zonal officer will remain over all in charge of their respective Zones. He will coordinate with all Sector officers. The requirement of flood staff etc for the flood affected people will be assessed by the sector officer and his team on the basis of flood situation of their respective sector and parts. In this regard the team of sector office will be accompanied by Gaon Pradhans, VLMCC , WDMC members and submit the requirement of GR materials to the ZONAL

OFFICER who will in turn forward and recommend the issue of GR to the District Authority. In case a relief camp is opened, the sector officer will take care to maintain a register of camp inmates which will be updated as per need.

Sector Officer will submit day to day flood situation report to ZONAL OFFICER during the time of flood. They will be also responsible for any laps in respect of flood management within their respective sectors.

Details of Relief Camp:

For the shelter of flood affected people relief camps will be set up as detailed below. Also for shelter of cattle the raised platforms will be used:

Mouza:Saikhowa,Sadiya (SB) ,Doomdooma&Hapjan

Sl No	Name of Relief Camp	Name of Mouza	Name of Police station	Name of LRA	Name of Relief Camp Manager	Latitude	Longitude	Contact No. of Relief Camp Manager	Capacity of Relief Camp
1	No. 1 Baghjan Gaon LP School, Khalistan	Hapjan	Baghjan Police Station	Ranjan kr Ray	Sangeeta Dutta Kakoty	27.597904	95.406790	9401205324	70
2	Baghjan Dighaltara ng High School				Bidul Chetia	27.35595	95.2439	9508067342	110
3	Dighaltara ng LP School				Bhaben Baruah	27.607556	95.413269	7086365952	70
4	Baghjan LP School				Jadunath Moran	27.600400	95.403218	8011319489	70
5	Rammohan Pathsala	Doomdooma	Doomdooma Police Station	Jukheswar moran	Anjali Paul	27.565742	95.562184	8876677342	60
6	Sisu Vidya Mandir				Upendra Singh	27.565759	95.562075	6002649278	70
7	Swaraswati Balika Vidyalaya				Dhiresch Chandra Medhi	27.568153	95.555604	8822103917	80
8	Hoonlal Higher Secondary School				Alip Khan	27.570469	95.558181	9954328359	250
9	Dirak Maithong MV School	Saikhowa	Kakopthar Police station	Ajanta Hazarika	Sanjib Konwar	27.684133	95.709348	6003694037	130
10	No. 2 Saru Dirak LP School				Birbol Sonowal	27.702446	95.733956	8822406049	70
11	Gariating Village Flood	Hapjan	Barekuri Police Station	Surajit Baruah	Sanjeev Chutia	27.564013	95.399642	9864315033	40

	Camp								
12	Hatibat LP School				Ghanajyoti Das	27.33943	95.23374	9854559579	65
13	Amarjyoti LP school				Khireswar Chutia	27.564537	95.399561	9954996558	70
14	Laupong Boyan Silpa				Shiba Neem	27.564618	95.39992	6003679665	40
15	Bebejiya LP School				Binud Chutia	27.560878	95.431	8638474880	50
16	Borgaon LP School				Girin Chutia	27.33078	95.24609	9613923078	60
17	Na-Barmura LP School				Mandira Sonowal	27.751283	95.563127	7086776092	70
18	No. 3 Bormura LP School			Dinesh Ch Ray	Punya Prasad Mishra	27.733123	95.536141	8134069307	70
19	Hatighuli High School		Dholla Police station		Dipu Chetry	27.752844	95.546896	9101430521	150
20	Bisonimukh LP School				Aditi Kumar Phatowali	27.46361	95.38072	8011039212	70
21	Aroimuria Govt. LP School				Jina Sonowal	27.7402992	95.6433304	9957006088	75
22	Lawpani LP School				Bhejraj Chetry	27.4547	95.3937	9954774443	70
23	Sisini Lp School	Sadiya (S.B.)			Urbashi	27.46355	95.40085	8811871779	75
24	Bhajini LP school			Nirmal Gohain	Ananta Sonowal	27.46349	95.41437	9678545378	65
25	Mesaki ME & High School(Aroimuria)		Saikhowaghat Police station		Bhaskar Das	27.744020	95.645910	9954823376	130
26	Upor Laupani ME School				Tulshi Upadhyay	27.756847	95.696848	9957122491	100
27	Tengapani Majbari LP School				Tilok Gogoi	27.726061	95.756688	9954620435	65
28	Simanta Tengapani LP school				Phuleswar Moran	27.43335	95.45232	8822778425	60
29	Umeswar LP School			Dinesh Ch Ray	Niru Hazarika	27.755619	95.591787	9957679461	65

30	Milonpur LP School			Manash Borhajal	27.7609 69	95.5748 83	840294 9799	60			
31	Robindra Ganguli Anganvari Kendra			Sumitra Adhikari	27.7470 36	95.5910 67	789622 3470	15			
32	No. 2 Bhubankhal Anganvari Kendra		Dholla Police station	Nirmal Gohain	Tripti Deka Baruah	27.7631 87	95.5823 19	801117 4493	15		
33	Bormura Miripathar Anganvari Kendra				Rumi Kalita	27.7556 19	95.8917 87	995432 5436	15		
34	Saikhowa Govt. LP School				Lakhya Baruah	27.7556 21	95.5918 24	600132 7533	65		
35	Saikhowa Hindi High School				Dilip Kumar Pandey	27.7556 97	95.5983 26	912707 8233	150		
36	Radha Krishna Mandir Anganvari Kendra				Lila Debi Chetry	27.4509	95.3446	840208 7823	15		
37	Lafangkola LP School				Alpana Sonowal	27.7467 52	95.6134 17	881197 0074	60		
38	Saikhowa HS School				Minurani Bora	27.7560 69	95.5902 40	995401 3383	220		
39	Gulzarbasti LP School				Deb Prakash Gupta	27.7673 67	95.5958 27	986440 8627	65		
40	Dangari HS School	Saikhowa			Talap OP	Dinesh Ch Ray	Dipul Sonowal	27.7089 88	95.5685 18	995734 9470	250
41	Laina LP School					Tridip Konwar	Huprabha Sonowal	27.4032 30	95.4669 36	967890 5518	45
42	Laina Mukali Mancha		Suren Sonowal	27.4032 30		95.4669 36	847295 4329	25			

In these Relief camps as and when necessary the affected people of the villages shown against the names of the relief camps will be sheltered.

For the shelter of cattle of flood affected villages of each mouja, the raised platforms in VGRs of respective villages will be used.

Each of the relief camp will have a separate camp committee for smooth management of the camp, GR distribution, Arrangement of medical facilities ,Sanitation, drinking water facility etc. the camp committee will be included the Gaon Pradhans, GP members etc.

Rescue and Evacuation operation:

The evacuation and rescue operation will be carried out with the help of Fire & Emergency Service Station, Doomdooma.

The person to be communicated in this regard is

1. **Shri Jitendra Bhuyan, Sub-Officer, F&ES, Doomdooma, Contact No- 9854860140**

Approach Routes From H.Q. to relief camps:

Usually GR items and other relief materials are received in the HQ i.e. Tinsukia and there from transported to the relief camps via the route detailed below. The routes have been earmarked in flood contingency map of Doomdooma Revenue Circle.

Route No 1:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Hapjan Development Block office via Makum road. From there the vehicle will move via Barekuri road to the respective Relief camps.

Route No 2:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the vehicle will move to relief camp at Baghjan via Beesakopie Daimukhia Road.

Route No 3:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the the vehicle will move to relief camps at Tamuli, Laina, Habisamguri area.

Route No 4 :

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the Vehicle will move to Saikhowa Development Block office, from there the vehicle will move to relief camps at Lawpani, Phulbarihabi area

Route No 5:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the Vehicle will move to Saikhowa Development Block office, from there the vehicle will move to relief camps at Sisni ,Bhojoni and nearby area.

Route No 6:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the Vehicle will move to Saikhowa Development Block office, from there the vehicle will move to relief camps at 1 no kapahtali ,2 no Kapahatali and nearby areas.

Route No 7:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the Vehicle will move to Saikhowa Development Block office, from there the vehicle will move to relief camps at Bhobangkhal, Saikhowa Gaon and nearby areas.

Route No 8:

The Vehicle carrying GR and other Relief materials will from HQ at DC office Tinsukia Via Thana Chariali approaching NH37. Then the vehicle will move in NH 37 to Doomdooma Circle Office. From there the Vehicle will move to Kakopathar Development Block office, from there the vehicle will move to relief camps at Sumoni, Himanta Tengapani areas.

Circle level control room:

The office of the Circle officer, Doomdooma Revenue Circle will function as Circle level Control Room during flood. The persons allotted for that purpose are as follows:

- 1. Shri Jukheswar Moran, LRA, Contact No-7086131633**
- 2. Shri Bikash Moran, FO(DM), Contact No- 7896868711**

N.B.

*** Sub Committees for Health, Veterinary, Relief camp, Sanitation and co ordination with HQ are formed with the representative of concerned departments under the direct monitoring of Circle Disaster Management Committee of Doomdooma Revenue Circle.**

*** Officials and their contact numbers may be changed.**

APPENDIX**LIST OF GAON PRADHANS OF DOOMDOOMA REVENUE CIRCLE**

Sl. No	Name of Gaon Pradhan	Name of Village	Contact No.
1	Manoj Saikia	Phillobari, Phillobari Block, Bargaon, Brishnupur	9954642135
2	Rajen Adhikari	Amguri, Phillobari , 1,2,3,4 No Kakajan	9957340726
3	Ribul Dohutia	Goipani, Tingamira	9678673395
4	Krishna Tiwari	Madhabpur Gouripur Sitalpur, Gabharubheti	9954830167
5	Khogeswar Baruah	Gabharubheti, Gohain Krishnapur Parbatipur, Rupjan,1,2,3,4 No Tongani Hoonjan	9957006533
6	Hemanta Borsaikia	Roborguri, Sonowal Gaon, Missininga Padumpather Bijuliban, Sonapur Deori	9957843426
7	Biren Moran	Athengia	9435510672
8	Atuwa Urang	1,2,3,4 No Pithaguti	9395484268
9	Girindra Moran	Na gaon, 1,2 No Rongajan, Mankhowa	9531140094
10	Rudra Bahadur Thapa	Khuti Pather, Mithaam, 2 No Dhola Bagan, Bhabangkhal, Saikhowa Gaon	9954708655
11	Baneswar Sonowal	Bormura	9954569468
12	Tulumon Chetri	Hahkhati Nepali, Puwali Pather	9101871603
13	Shinge Bahadur Lai Thapa	Laupani, Bisonimukh	9707975618
14	Ganashyam Ale	1No, 2 No, 3 No Bokapather, Bokapather Khanda	9706530510
15	Bipro Jyoti Sonowal	Aroimuriya, 2 No Aroimuriya N.C	8011508085
16	Mohananda Borgohain	Na Bormura, 2 No, 3 No Na Barmura	8473833477
17	Achyut Sonowal	Dighol Mechaki, Ajukha	9954521802
18	Jatin Sonowal	Laphangkola, Miripather	9678946601
19	Ananta Buragohain	Bormura, Bormura Miripather	7896290228
20	Nathiyal Kachap	1No, 2 No, Kopahtoli, Goroimari, Hatighuli, Balunala, Naokata	9957151550
21	Turiya Tigga	Ajukha, Bhareka, Phelai	8471957129
22	Jitul Moran	Hahkhati Pather Gaon	6002067463
23	Kamal Borah	Borachuk	6900878893
24	Boheswar Sonowal	1 No, 2 No, 3no, 4no. Borpothar	9864753987
25	Pradip Borsaikia	Laupati, Khagorijan, Fulbari Habi Gaon	6900761002
26	Hirendra Moran	1 No, 2 No Kachijan, Upor Kuli Gaon	9957634812
27	Rajib Moran	Hatigarh, No 1 Lajum Pather, Uban Gaon	6000328704

28	Priya Kumar Moran	Tangana, Jengoni, Tongona Bongali, Kulibil	8133894781
29	Rajen Pradhan	Laphangkola, Ningchi, Kako Sonari	9864875956
30	Ranjit Sonowal	Dhola Gaon, Tirual Pather	6001121858
31	Bijoy Moran	Kachijan, Kherjan, Kulipather, Upor Tangana, 22 No Grant	7577923234
32	Surath Moran	Lajum, Upar Ubon	8822651831
33	Deepjyoti Das	Dangori, Kharigaon, Dangori pather, Dhanjan T.E.	9854559529
34	Gunin Sonowal	Chengeli	6002628347
35	Manuel Runda	Era Gaon, Kokoratoli	6900444579
36	Munin Phukan	1 No, 2 No, 3 No Kakopathar, 1 No, 2 No, 3 No. Challenguri, Kakobazar Town	9957853591
37	Ramendra Nath Moran	1 No, 2 No Tezi	6003713472
38	Silbanush Kerketa	1 No, 2 No Upar Talap	7896477898
39	Barundra Hazarika	Bihiya Gaon	9954563152
40	Dipesh Tamaria	1 No, 2 No, 3 No Rumai Gabharu	6002577080
41	Hareswar Moran	1 No, 2 No Tamuli	7896477519
42	Huntu Sonowal	Holokguri	9707833916
43	Debakanta Borah	Borali, Borali N.C.	6000041560
44	Bikash Borah	Nagaon, Gakhirbheti	6000896783
45	Mukul Kurmi	Hatigarh, Torajan	8099713701
46	Suren Sonowal	Laina, Somua, Longpit	8761824329
47	Rohit Kr. Bakti	Samguri	9859945976
48	Ajit Kr. Gowala	Khobang	7896242347
49	Sanjib Sonowal	Sarudhadum, Bordhadum	8473808654
50	Dipak Hemron	Dangori Chiring, Nepali Chiring	9954070819
51	Pranjal sonowal	Lukhrong Pather, Uvota	7099889608
52	Prasanta Sonowal	Ahom Gaon	9678690068
53	Rocky Kishan	Tenga Gaon	9954005277
54	Sailya Kanta Phukan	1 No, 2 No, 3 No Kopahtoli, Bormechai 1 No, 2 No, 3 No Horumechai, 1 No, 2 No, 3 No. Maithongpani, Nagaon, Dhulijan, Amguri, Jengoni	6001151945
55	Naren Moran	1 No Dorjijan, Gotong	9678783323
56	Atul Moran	No 1 Dohutiya, Bandarkhati Diyamuli	8133911152
57	Rajib Moran	1 No, 2 No, 3 No Kordoiguri Gaon	6000328704
58	Bakul Gohain	Jagukhowa, Dengka	7636005229
59	Durlav Gohain	Hatijan, Bebejiya, Samguri	9435657678
60	Nagen Dangoria	Bangali Balijan	7086775788
61	Dhiraj Baruah	Lechengkar, Disaojan	9365405036
62	Rabin Nanda	Daimukhia, Beesakopie Gaon	9954329950
63	Lambudhar Moran	Doriyabheti, Gorumoratup,	9957006796

		Holaukhowa	
64	Nareswar Chutia	1 No, 2 No, 3 No, 4 No Purani Motapung	8472908216
65	Diganta Borah	1 No, 2 No Hatishal	8473820606
66	Surendra Moran	Keseruguri, Jokaichuk, Kojonga	6900756821
67	Madhab Chetia	Na - Motapung, Betjan Bongali, Dighol Haku	9101077322
68	Abraham Samad	Holotup, Aamguri, Doidam TE, Pabhoja TE, Hukanguri TE, Longsuwal	7086662446
69	Premlal Konwar	Lechengka Bangali, Baghjan, Dighaltarang	8724067922
70	Rambabu Kurmi	Ouguri, Asomiya Balijan	9954327534
71	Moneswar Gohain	Borgaon, Bihiyating, Chutahapjan Gaon	9101190794
72	Benudhar Moran	1 No, 2 No Kaitia	8471864618
73	Montu Kakoti	Daisajan, Daisa Balijan	7086908619
74	Mihil Sonowal	Sonari Pather	6000976619
75	Ramen Sonowal	1 No, 2 No Megela	8486817423
76	Monoj Hazarika	Baghjan, Dighol TarangGaon	9954455938

LIST OF LAND RECORD ASSISTANTS OF DOOMDOOMA REVENUE CIRCLE				
Sl No	Name of Lot Mandal	Mouza	Lot	Phone No
1	Tridip Konwar	Saikhowa	1	9101679638
		Hapjan	5	
2	Edwin Hanse	Hapjan	3	8471967955
3	Manash Phukan	Saikhowa	5	7638864893
4	Dinesh Ch. Roy	Saikhowa	4	9101181962
		Sadiya S.B.	3	
5	Madan Sonowal	Saikhowa	3	9954149462
6	Pulakesh Das	Saikhowa	12	6900233769
7	Pulakesh Das	Doomdooma	4	8011634080
8	Jiban Gohain	Hapjan	6	9678419848
		Doomdooma	5	
9	Ajanta Hazarika	Saikhowa	8	9957853587
		Doomdooma	3	
10	Jukheswar Moran	Doomdooma	2	7086131633
11	Atul Phukan	Hapjan	8	6900356076
12	Ranjan Kumar Ray	Hapjan	4	6001458898
13	Sanjib Kachari	Hapjan	7	6001836743
		Saikhowa	11	
14	Nirmal Gohain	Sadiya S.B.	1	7896668200
		Sadiya S.B.	2	
15	Tapash Gogoi	Doomdooma	1	8011267032
		Saikhowa	6	

16	Jiten Teron	Saikhowa	7,13	8486063433
17	Suteswar Moran	Saikhowa	9	9957123552
18	Harijit Senapoty	Hapjan		8721923723
19	Surajit Baruah	Saikhowa	10	8638338846
		Hapjan	1	
20	Sumitra Swraswati Buragohain	Saikhowa	14	8638452622

Boat owner and their contact numbers			
Sl No	Name of Boat Owner	Address	Contact No
1	Birjanand Majhi	Bhubon Khal, Dholla	
2	Kartik Namasudra	Milonpur, Hatighuli	7896281836
3	Tuntun Sahani	Mitharam Khutipathar,Dholla	
4	Raju Chutia	No. 1 Puronimotapung	8811969889
5	Rupam Chaurak	No. 1 Puronimotapung	6003802918
6	Pilik Chaurak	No. 1 Puronimotapung	9954736235

Raised Platform for Animals	
Sl No	Name of Raised Platform
1	No. 1 Kopahtoli raised Platform
2	No. 2 kopahtoli raised Platform
3	No. 3 Bormura raised Platform near 3 No. Bormura LPS

OVER VIEW OF THE MARGHERITA SUB-DIVISION

1.1 INTRODUCTION

Margherita Sub-Division of Tinsukia District is the easternmost subdivision of Assam, surrounded by Arunachal Pradesh from two sides. Almost two-third of the subdivision shares boundary with the hilly neighbouring state, which enhances its strategic importance as well as makes it more flood prone. Geographically, Margherita is located between 27°17' 23" N and 95°23' 11" E to 27°41' 03" N and 95°56' 19" E. It has an average elevation of 162 [metres](#) (531 [feet](#)) from Mean Sea Level.

The **Dehing** and **Tirap** rivers are the two major drainage systems of Margherita Sub-Division that cause floods in some villages. Moreover, as the whole region is bounded by hills and mountains from its three sides, water from the hills rushes downstream and causes heavy floods although for a short duration of time. Therefore, the sub-division has been identified as a flood-prone region of the district. Among the 3 Mauzas, viz Buridehing, Makum and Tirap, almost 30 villages are flood-affected, out of which 8 (eight) villages are chronically affected. Among these 1 No Mulang Bongali, 2 No Mulang Bongali and Dibong Fakiyal are noteworthy, which get affected by floods almost every year. The main reason for flood inundation is due to the fact that Mulang village is the meeting ground of both prominent rivers, viz Dehing and Tirap, due to which river water accumulates in this region, thereby creating flood havoc in the whole region every year.

The pre-identified flood-affected **30** villages have been divided into **7 (seven)** Zones and **9 (nine)** Sectors, each supervised by their respective Zonal and Sector Officers. The concerned Recorders along with the Local Village Headman have also been attached with their particular zones for smooth conduct of the pre-disaster period preparedness as well as to carry out the duties efficiently during the event of any disaster.

Similarly, altogether 30 (thirty) Relief camps have been pre-identified and their structural as well as the quality of other related essential services like drinking water, sanitation, cooking fuel etc. have been accessed by the concerned Departments as well as by the Zonal and Sector officers.

CHAPTER-3

CIRCLE LEVEL DISASTER MANAGEMENT COMMITTEE, MARGHERITA REVENUE CIRCLE

SL No	NAME	DESIGNATION		CONTACT NO
1	Sri Gyan Jyoti Dutta, ALRS	Circle Officer, Margherita	Chairman	9954334953
2	Sri Rohit Kr Yadav, ACS	BDO, Margherita	Member	7002019227
3	Sri Binay Deka	SDAO, Margherita	Member	9435037149
4	Sri Dilip Saikia I/C (East) & Pankaj Sharma (West)	Range Officer, Margherita (East & West)	Member	8453379268 & 9954215243
5	Smti Minti Rani Das	CDPO, Margherita	Member	7002477346
6	Sri Dhruva Borthakur	AEE, PHE, Margherita	Member	8472983323
7	Sri Jiban Kanti Chanda	AEE, WRD, Doomdooma	Member	8473811998
8	Dr Sanat Dutta	Supdt, FRU CHC, Margherita	Member	9435037027
9	Sri Anup Kr Chakrabarty	AEE, PWD Building, Margherita	Member	9435174083
10	Sri Nayanjyoti Bordoloi	Block Vety, Officer Margherita	Member	9435002210
11	Sri Mrigen Das	SK	Member	7002206275
12	Sri Nitul Gogoi	LM	Member	8638199788
13	Sri Tara Prasad Singpho	LM	Member	9954413045
14	Sri Aikyon Pomung	LM	Member	9101172815
15	Sri Kukil Raj Moran	LM	Member	6002643245
16	Sri Shyamjeet Borgohain	LM	Member	8638046849
17	Sri Sanjeeb Bhuyan	LM	Member	8638349838
18	Sri Pulak Mech	LM	Member	6000860964
19	Sri Jeevan Jyoti Chetia	Field Officer, Disaster Management	Convener	6001239068

3.1 Duties and responsibilities of CDMCs:

1. Provide technical and professional support to the VLMCCs for the preparation of Village Master plan for Disaster management.
2. Design and implement awareness generation activities on disaster management.
3. Review and monitor the preparedness of Govt. departments and agencies on disaster management.
4. Provide feedback to the DDMA and extend cooperation to it in implementation of disaster management activities.
5. Plan, implement and monitor relief and rehabilitation operations.

The works among all the line departments are likewise enlisted below:

- a) **Water resource Department**

- i. All the vulnerable points of embankments/dykes etc. of Margherita circle should be identified and repaired.
- ii. Make proper co-ordination with the Arunachal counterpart mainly with Tirap district regarding real time information sharing about water level of different rivers, rainfall data as well as other meteorological information.
- iii. Village level committee should be formed in all vulnerable areas to look after the embankments under water resource department.

b) PHE Department:

- i. All water treatment/ purifier vehicle of PHE dept. Should be in well working/running conditions
- ii. Stock sufficient nos. of halogen tablets, bleaching powder etc. from April to October.
- iii. Look after the prevailing drinking water and sanitation facilities in the proposed relief camps and arrange these accordingly.

c) Forest Department: Sri Dilip Saikia I/C (East Range) Range Officer, Margherita, Ph No: (8453379268) APDCL Department: Sri Santanu Gogoi, DM, APDCL, Margherita, Ph No: (8761071558)

- i. Firewood should be available in all relief camps during entire flood season and it should be in planned manner.
- ii. Pre-identify the locations in consultation with the Field Officer
- iii. Formation of Revenue Circle wise Quick Response Teams (QRT) jointly with APDCL and Forest officials/staff/labours of both the departments along with the field officer to tackle the immediate response to the storm incident (cutting of falling trees, clearing of roads, clear falling power polls etc)
- iv. They are required to buy battery operated to cut the trees that fall all along the roads and in the electricity can be quickly restored.
- v. Prepare up to date name & contact details of all officials/staff to be involved in Margherita Circle.

d) Veterinary Department: Sri Nayanjyoti Bordoloi, B.V.O, Margherita, 9435002210

- i. Conduct of pre-flood vaccination of animals in flood prone area of Margherita to avoid different disaster during flood season.
- ii. Assess the probable requirement of cattle feed in the vulnerable areas.
- iii. Prepare a list of total no of bovine and draught/ milch animals in the vulnerable villages in consultation with the field officer and Gaon Burah.
- iv. Keep ready the animal fodder, medicine etc. well in advance for the coming flood season.

Live Stock Records at The Flood Affected Villages Under Margherita Sub-Division

SL No	Name of the Village	Buffalo	Cattle	Goat	Pig
1	4 No Makum Block	4	210	211	108
2	5 No Makum Block	15	350	180	115
3	41 No Tankeswar Baruah Grant	4	210	211	108
4	1 No Dirak	-	76	49	15
5	Margherita Town	-	12	82	15
6	Namdang Bahbari	-	280	169	24
7	Kumarpatty	-	343	157	-
8	Rothduba	-	340	210	-
9	1 No Alubari	-	314	156	25
10	2 No Alubari	-	215	100	127
11	3 No Alubari	-	402	314	99
12	Dibong Phakial	-	256	210	56
13	Dibong Bari	-	180	180	30
14	Maichangpani	-	422	218	60
15	No.1 Tekerri Bock	-	622	213	86
16	No.1 Mulang	-	196	131	41
17	No 2 Mulang	-	148	142	30
18	No.1 Mulang Bongali	-	156	102	-
19	No.2 Mulang Bongali	-	310	111	15
20	No. 2 Bisa Gaon	-	212	112	40
21	No. 1 Toklong	-	210	126	65
22	No. 2 Toklong	-	215	128	115
23	Kamba Gaon	5	192	133	41
24	Ningaam	35	314	206	99
25	No. 1 Punsung	20	172	144	50
26	Amrit Gaon	10	200	205	40
27	No.1 Tinisuti	5	215	140	35
28	No.2 Tinisuti	-	240	156	52
29	Monmou Kuhiarbari	-	174	112	40
30	Katha Kakharani	-	161	114	56
31	Katha Chandrapur	-	162	137	10
32	Bordirak	-	200	115	45
33	Nabajyoti	-	302	201	50
34	Likhajan	-	720	230	140
35	Lamagaon	-	330	210	132
36	Long gaon	-	227	108	42

37	Bhitor Powai	-	602	215	170
	Total	98	9890	5938	2176

e) Agriculture Department: Sri Binay Deka, SDAO, Margherita Ph No: 9435037149

- i. Identify all the vulnerable areas/ points from agricultural point of view of Margherita circle should be identified/ and report accordingly.
- ii. Identify all the locations/areas of Margherita Circle in consultation with Pathar Parisalona Samities, regarding cultivation of paddy seedling for the flood affected areas
- iii. Arrange to conduct flood damage assessment immediately after flood and to submit assessment report to circle officer without delay.

f) Block Development Officer:

- i. Required to keep stock of all boats in working conditions along with their contact details and identify at least two divers for search & Rescue operations during flood. In this context, co-ordinate with civil defense and act accordingly.
- ii. Keep a stock of all the JCB's present in Margherita Circle along with the contact details of each of the owners so that they can requisitioned during emergency situations.
- iii. Details actions taken report must be submitted along with the contact details of the concerned Officials and Field Officer in this matter.

Name of the River Ghats Under Margherita Sub-Divisions

SL No	Name of the Gaon Panchayat	Name of the Ghat	River
1	Ketetong GP	Kuhiarbari Ghat	Buridehing
2	Jagun GP	Namphai Ghat	Buridehing
		Jagun Ghat	
3	Inthem GP	Lathoila Ghat	Buridehing
4	Kumsai GP	Mongom Ningam Ghat	Tirap
5	Samukjan GP	Tirap Mukh Ghat	Buridehing

Name and Boat Owners of Margherita Development Block

SL No	Name of GP	Name of Boat Owner	Contact No
1	Makum Pather	Sri Pankaj Mallah	7035863483
2	Makum Pather	Sri Mohan Das	8721972844
3	Makum Pather	Sri Rubul Das	8011283223
4	Makum Pather	Sri Ram Das	8876667449
5	Makum Pather	Sri Umesh Das	9954625774
6	Makum Pather	Sri Tanuj Das	8471972938
7	Makum Pather	Sri Pradip Das	7637891228
8	Makum Pather	Sri Senai Das	9954801334
9	Makum Pather	Sri Keshanu Das	9706707367

10	Makum Pather	Sri Raju Kakoti	7089708196
11	Makum Pather	Sri Jibon Das	8724829248
12	Makum Pather	Sri Biju Das	8134992939
13	Bhitor Powai	Sri Kumud Das	9613458470
14	Bhitor Powai	Sri Minam Das	8403927198
15	Bhitor Powai	Sri Ganesh Das	9859320131
16	Samukjan	Md Ashiq Ali	9613590987
17	Samukjan	Md Ali Hussain	8876815372
18	Inthem (Misang Pani)	Sri Krishna Handique	8473084520
19	Inthem (Tekeri)	Sri Puben Baruah	9854710149
20	Inthem (Tekeri, majuli)	Sri Dilip Gogoi	7086909636
21	Inthem (Tekeri, majuli)	Sri Ajit Gogoi	9854674185
22	Inthem (Tekeri, majuli)	Sri Huntu Gogoi	8134992027
23	Lekhapani	Sri Raj Kumar Koiri	9954694312
24	Lekhapani	Sri Raj kr Bhumij	9613252010
25	Jagun	Sri Ngi Kya Pomung	8811804358
26	Jagun	Sri Bolu Duwara	9859479054

Name of Contractor who has Dumper & Excavator

SL No	Name	Address	Contact No
1	Sri Haren Gogoi	Lekhapani	9435138109
2	Sri Purna Bora	Jagun	9435137212
3	Sri Raju Khan	Jagun	9435137721
4	Sri Babua Singh	Margherita	9954593398
5	Sri Bijay Bora	Jagun	9435532466
6	Sri Dilip Phukan	Jagun	9854439079

g) Revenue Circle Officer:

- i. Preparation and updating of all officials/staff/LM's/Gaon Burah's of Revenue Circle office mentioning their place of service/villages etc.
- ii. Identification of vulnerable villages affected by flood and list of names GB's and LM's.
- iii. Identify and select probable relief camps in case of flood in a particular area including name of Headmaster, GB, LM and ensure basic minimum facilities like drinking water and sanitation.
- iv. Details of Police station and outpost with the Officer In-Charge and their area of jurisdiction.

List of Lot Mondals under Margherita Revenue Circle

SL No	Name of Lot Mondal	Mouza	Lot No	Phone No
1	Mrigen Das (S.K)			7002206275
2	Tara Prasad singpho	Makum	6	8751965592
3	Nitul Gogoi	Makum	9	8638199788
4	Bipul Mann	Makum	3	7002731505
5	Pulak Mech	Makum	7	8486362672
6	Prakash Gogoi	Makum	10	8638361503
7	Pulak Mech	Makum	8	8638646104
8	Kukil Raj Moran	Makum	1	6002643245
9	Nitul Gogoi	Tirap	4	9678115050
10	Hemantalal Das	Makum	4	7002028128
11	Shyamjeet Borgohain	Makum	5	8638046849
12	Monoj Rai	Tirap	2	7002218138
13	Aikyon Pomung	Makum	2	9101172815
14	Sanjeeb Bhuyan	Buridehing	6	8876907141
15	Divash Sonowal	Buridehing	5	8638216208
16	Manash Phukan	Buridehing	3	6900233769
17	Ranjit Moran	Buridehing	4	7638864893
18	Lambudhar Hazarika	Buridehing	2	9613389849
19	Ranjit Moran	Buridehing	1	6000860964
20	Punananda Saikia	Tirap	1	7002032368

List of Government Gaon Burah of Margherita Revenue Circle

Sl. No.	Name of Mouza	Name of Gaonburah	No. of Gaon-burah, Lot	Name of Village including in the Gaon –burah lot.	Mobile No
1	Tirap	Keshab Sema	3	No. 1 Longtong No. 2 Longtong	7002849235
2	Tirap	Sri Etoi Sema S/O,Ehoju Sema	4	Tokow Pother Sema N.C. No. 1 Bishnupur Jairampur N.C.	9101123767
3	Tirap	Nongseng Ulup	1	Manmou Ulup Gaon Ulup Gaon Pani Gaon	9954630324
4	Tirap	Sri Ongsam Singpho, S/O, Kiyang Larang Singpho.	2	Kumchai Village Sarbudoi Village No. 1 Toklong	9854390395
5	Makum	Jayanta Daimary	3	No. 1 Golai No. 2 Golai No. 3 Golai No. 4 Golai No. 5 Golai	9101069039
6	Tirap	Chowpan Tikhak	2	Mulang Gaon No. 1 Hawaii Pother No. 2 Hawaii Pother No. 3 Hawaii pother No. 1 Tinisuti No.2 Tinisuti	9101470141
7	Makum	Sri Ailungkhon Phakey, S/O, Ngicham Khow Phakey	7	No.1 Phakial Gaon No. 2 Phakial Gaon Dibong Phakial Gaon Rath Duba Gaon	8403974050/ 9613279538
8	Makum	Sri Jaokham Khamti S/O. Choothi Khamti	9	No. 1 Mulang Bongali No. 2 Mulang Gaon Mulang Khamti Gaon Ledo Bongali	8720993835
9	Makum	Lakhyajit Konch	5	Mache Gaon	6001279199
10	Makum	Pradip Lohar	3	Powai Gaon	8099693419
11	Makum	Sri Dilip Das.	4, 5	Lama Gaon 121 No. Lekhajan Grant No. 1 Dirok WLP Lekhajan Gaon	8638574896
12	Tirap	Sri Khamao Dumdu Inthemsas, S/O, Dojin Inthemsas.	1	Mugang Pather Gaon Khatangpani Gaon	9957662907
13	Tirap	Hoketo Sema	3	Paharpur Gaon	9957552911

14	Tirap	Sri Angam Tikhak,	2	Kamba Gaon Kamba Block Gaon	789678884
15	Buridehing	Sri Biren Neog, S/O, Giridhar Neog	1	Bordirak Gaon Nabajyoti Gaon Simaluguri Gaon Tongana Hunjan Gaon	9613020663/ 9954554832
16	Buridehing	Pranabjyoti Gogoi	1	Uttar Bishrampur Dakshin Bishrampur	7896245097
17	Buridehing	Sri Charles Urang	5	No 2 Mohang Gaon	6001261619
18	Buridehing	Sri Dibakar Saikia S/O.Lt. Nareswar Saikia.	5	No 1 Noyakuju No 2 Noyakuju No 3 NoyaKuju No.4 Noyakuju Kujupother Gaon	985962396/ 9365376391
19	Buridehing	Sri Ajoy Jaiswal S/O, Juta Shankar Jaiswal	6	No 1 Tokowpother No 2 Tokowpother	9101875567/ 9435206212
20	Buridehing	Sri Nila Kantha Shrestha S/O, Tara Prasad Shrestha	5	Madhabpur Gaon No 2 Konpother Gaon	7399427581
21	Buridehing	Sri Rajen Chetia, S/O,Lt. Jugen Chetia.	6	Ambikapur Ambikapur N.C. Brahmajan Gaon Khatangpani T.E. 121 WLP Pengree Gorh T.E. 93 No.WLP Pengree Goth T.E. 8/313 WLP Pengree Gorrh N.C.	9954752916
22	Buridehing	Sri Jibon Saikia, S/O, Nogeswar Saikia	5	No. 1 Mohong Gaon Tal Pother Gaon	9957764902
23	Buridehing	Sri Tukheswar Sonowal, S/O, Tankeswar Sonowal	7	No 1 Maithong Gaon	8011317469
24	Tirap	Sri Bihoto Sema, S/O, Mailal Sema	3	Lalpahar Gaon Lal Pahar Pother Gaon	9365021321
25	Tirap	Sri Bharat Chetry	4	Lekhapani Nepali Gaon Tipongpani Natun Gaon	8822639165
26	Tirap	Sri Nikson Tying, S/O.Longchang Tying.	3	Kenia Gaon New Kenia Gaon	8474038396
27	Tirap	Sri Ngiphoyst Nanhai	3	No 1 Phaneng Gaon No 2 Phaneng Gaon	6000316421
28	Makum	Sri Kageswar Khalen, S/O, Deben Khelen	4	No 1 Powaimukh No 2 Powaimukh Janglu Kuruka Gaon Borkuruka Gaon No 1 Bhitor Powai Gaon No 2 Bhitor Powai Gaon	9101985536

29	Tirap	Sri Chingmou Pungkhung, S/O, Mgole Chakhap	1	Long Tikhak Gaon Long Gaon	9954734657
30	Buridehing	Sri Putul Dohutia, S/O. Kuleswar Debnath.	6	No 1 Dibrujan Gaon No 2 Dibrujan Gaon No 3 Dibrujan Gaon No 4 Dibrujan Gaon No 5 Dibrujan Gaon Phapulajan Gaon	9954330435/ 9365455417
31	Makum	Sri Aithan Chakhap S/O,Sailik Chakhap.	8	Manmoumukh Gaon Baghmora Gaon Manmou Gaon Sibu Gaon	9957142660
32	Tirap	Sri Bikash Upadhaya.	7	No 1 Dibong Gaon No2 Dibong Gaon Rajkhowa Gaon Dibongbari Gaon No 2 Alubari Gaon	8011516787
33	Tirap	Sri Jaoringum Umbon, S/O,Umban Gam.	1	Mugangpothor N.C. Inthem Nagapothor Nagapothor N.C. Inthem	9365667905
34	Tirap	Sri Bhim Prasad Sharma, S/O, Puspallal Sharma.	4	No 1 Rampur No 2 Rampur No 3 Rampur Manche pothor Gaon	9678702220/ 6000972699
35	Tirap	Sri Sankeng Maimung, S/O, Remweng Maimung.	4	Lakla Pothor Gaon	847197152
36	Tirap	Sri Lengkam Hacheng S/O,Chuten Hancheng,	4	Jagun Gaon Ahom pothor Gaon Mandal Basti	8729829734
37	Tirap	Sri Bimon Rongrang, S/O, Lt. Milon Rongrang.	4	Parbatipur (Phulbari) Gaon	9706922439
38	Makum	Sri Krishna Mahato, S/O.Lt. Raghu Mahato.	2	No 1 Borbil Gaon No 2 Borbil Gaon No 3 Borbil Gaon	9854204473/ 9957765261
39	Tirap	Sri Thaneswar Sharma, S/O, Narayan Sharma.	4	No 1 Udaypur Gaon No 2 Udaypur Gaon No 3 Udaypur Gaon	9854356447.
40	Buridehing	Sri Keshob Bhaktiary, S/O, Jogendra Nath Bhaktary.	3	No 1 Borhullong Na-Gaon No 2 Borhullong Na-Gaon No 3 Borhullong Na-Gaon	9957789626
41	Buridehing	Sri Bigyan Umban, S/O, Jauwon Umban.	2	No 1 Dowarmora gaon Dowarmora Gaon Dowarmora Pothor Gaon	9101930070
42	Buridehing	Sri Majin Moran, S/O.Durbin Moran.	2	No 1 Nalani gaon No 2 Nalani gaon Balijan gaon Bebejia Gaon	9365130413
43	Buridehing	Sri Gautom Bora, S/O.Satish Bora.	2	Hahkhati Rahbari Chikorajan Gaon Hollong Guri gaon Mailapung Gaon	9954385523.

44	Tirap	Sri Simon Purty, S/O, Lt. Lagar Purty.		Manmow Nonglai gaon No 2 Kuhiabari Gaon Manmow Pother Gaon	6000121774
45	Makum	Sri Bom Bd. Chetry, S/O, Megh Bdr. Chetry.	9	Namdang gaon Namdang Golai Gaon Borgolai Telkhat No 1 Borgolai No 2 Borgolai Borgolai 11 No Grant	9954432508
46	Makum	Sri Bayu Majhi, S/O, Lt. Uma Shankar Majhi.	3	Agbondha Gaon Agbondha Bongali Gaon Powai Bon Gaon	7576925832
47	Buridehing	Sri Suruj Moran. S/O, Sri Dhurba Noran.	4	Tarani gaon	7002930766
48	Tirap	Sri Sengnong Wakhum S/o Bijoy Wakhum	6	Nabajyoti, Pangsun Gharpholia	9365978565
49	Buridehing	Sri Bhadra kt. Moran S/o Sri Bireswar Boran	28	Bukapather, Hulungguri & Ratonipather	9365248541
50	Buridehing	Sri Lateswar Chetia S/o Pendu Chetia	45	No. 1,2,3 Tekerri Block Gaon	6002892847

1 Field Officer: Sri Jeevan Jyoti Chetia, Phone No: 6001239068

- i. Co-ordinate with the veterinary department and local administration will conduct a door to door census of the domesticated animal's especially draught and milch animals of the vulnerable villages, so that the fodder distribution during the time of disaster can be properly managed.
- ii. Co-ordinate along with other departments and see that the assigned works have been successfully carried out
- iii. Co-ordinate with the concerned department will visit the vulnerable villages and supervise the condition of the schools that has been identified as relief camps.

CHAPTER- 4

Fire, another form of disaster which also claims lives and property of a victim is also prevalent in Margherita sub-division. Although the causes are mainly artificial, but fire as a disaster is a recurring event. The year 2018-19 saw a dramatic rise in fire incidents as compared to the previous years. The total number of deaths in fire incident was 2 (two) whereas an estimated to be more than 10 (ten) lakhs. The Fire and Emergency Services are crucial immediate responders to fire disasters.

4.1 Works to be done after Fire incident: After the Fire Services are deployed and the fire is brought under control, the concerned Recorder along with the Field Officer visits the site for assessment of the damage in terms of lives and property.

The Recorder along with the Field Officer after assessment of the damage, submits proposal for Gratuitous Relief (GR) which is immediate relief in terms of Rs 3800.00 for clothing and utensil and the Rehabilitation Grant (RG) proposal is submitted to the District Commissioner for financial approval. The RG amount depends upon the extent of damage of the dwelling unit and the extent of damage.

Margherita Fire & Emergency Service Team

SL No	Rank	Name	Contact No
1	Station Officer	P.K Das	9435547008
2	Sub-Officer	Sri Champak Gogoi	7086574767
3	LFM	Sri Nobin Gogoi	9954816656
4	FM	Sri Jayanta Borah	9613962516
5	FM	Sri Pranjal Borah	9678148235
6	FM	Sri Bijit Gogoi	7896594005

Control Room H.Q: 0361-2737680, 0361-2735935 Tinsukia F&ES Station: 0374-2330212

Ledo Fire & Emergency Service Team

CHAPTER- 5

SL No	Rank	Name	Contact No
1	Sub-Officer	Sri Bhala Nath Das	9954431421
2	LFM	Sri Bipul Baruah	9706626511
3	LFM	Sri Lalit Saikia	7896999785
4	FM	Sri Rupam Baruah	8486040225
5	FM	Sri Prabitra Mech	9706870658

5.1 Relief Camp: Relief camp is a temporary shelter provided to the affected people for their accommodation and in need aid, especially owing to a natural disaster, flood, earthquake etc.

5.2 Setting up of a Relief Camp:

- a) On receipt of report from revenue officials, the DC/SDO(C) will order to set up a relief camp at pre-decided location as per sub-divisional disaster manual plan.
- b) Camp should preferably be set up in an existing, built up accommodation like a community hall.
- c) It should be located at a safe place which is not vulnerable to landslides, flood etc. wide publicity should be given about the location of the camp and affected people should be evacuated and brought to the camp directly.
- d) It should be accessible by motor vehicle for transportation of relief materials which include drinking water, food, bedding (mattress, bed sheets & blankets) baby food, mosquito repellents etc should be arranged as early as possible
- e) The area should be hygienic and well equipped with the drinking water facilities along with outdoor lavatories.
- f) Control room/help desk should be set up in the relief camp, Camp in-charge will maintain a Master Register in the Relief Camp to keep a record of the inmates in a prescribed format and also to record the observation about management of the camp in inspection register for further reference.
- g) The shelter should be such that people have sufficient space for protection from adverse effects of the climate by ensuring sufficient warmth, fresh air, security and privacy for their health and well being.
- h) Priorities should be given to widows and women headed household, disabled and elderly people in tent/room distribution

5.3 General Administration of the Camp: One responsible officer preferably Circle officer or Assistant Commissioner should be designated as camp officer order issued by DC/SDO (C) whereas the Head Master of the respective camp will be the in-charge of the respective Relief camp. He will co-ordinate with all the officers detailed for the management of various facilities in the camp.

5.4 Guidelines for Management of the Camp:

- a) Camp officer should easily be accessible to the camp inhabitants.
- b) Make effective arrangement for distribution of food and aid to the people in the camp

- c) Arrangement should be made to prevent abuse against women and children in the camp
- d) Psychological counseling must be arranged for the families who have lost their family members.

5.5 Basic Facilities:

1. Lighting Arrangement and generator Set:

- i. A technical person, preferably from electricity or PWD (E) department should be detailed to supervise the proper lighting arrangement in and around the camp and operation and maintenance of the generator set.
- ii. Petromax or emergency light should be arranged in sufficient numbers in the camp.

2. Water Facilities:

- i. One Senior Officer of PHE Dept. should be detailed for maintaining water supply in the camp.
- ii. Most of the diseases in the camps spread due to lack of purified and sufficient drinking water. Therefore serious effort should be made to ensure to supply adequate clean & purified water to the camp population. Permissible standard of water & other parameters for water must be maintained at any cost.

3. Sanitation:

- i. Separate toilets should be constructed for men & women and these toilets should be separately being located at reasonable distance.
- ii. One officer must separately be detailed to supervise regular cleaning and maintenance of the toilets.

4. Closure of the camp:

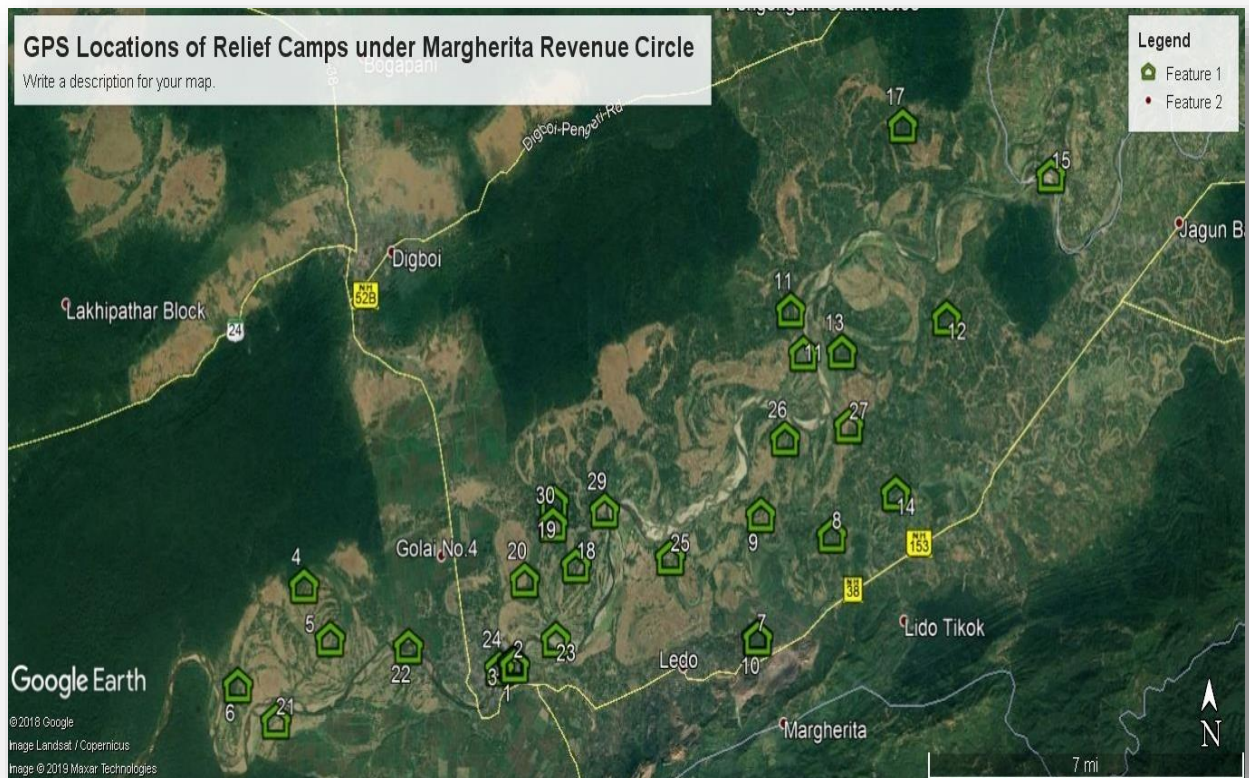
- i. People in the camp should be encouraged to return to their homes, as the situation improves in the field. Transport facilities should be provided for the purpose.
- ii. A final report may be prepared and send to the Govt. with recommendation to amend the guidelines if required

In view of the extensive area prone to flood and erosion, the Revenue Circle is divided into **7 (seven)** Zones and **9 (nine)** Sectors, each supervised by their respective Zonal and Sector Officers. The concerned Records along with the Local Village Headman have also been

attached with their particular zones for smooth conduct of the pre-disaster period preparedness as well as to carry out the duties efficiently during the event of any disaster.

Similarly, altogether 30 (thirty) Relief camps have been pre-identified and their structural as well as the quality of other related essential services like drinking water, sanitation, cooking fuel etc have been accessed by the concerned Departments as well as by the Zonal and Sector officers.

Table Showing Relief Camps and Their G.P.S Location Of Margherita Revenue Circle



SL NO	RELEIF CAMPS	GPS COORDINATES	REMARKS
1	A.R.&T. CO.'S HIGH SCHOOL	N27 ⁰ 17.348 E95 ⁰ 40.525	Margehrita Town
2	GANDHI VIDYA MANDIR LPS	N27 ⁰ 17.410 E95 ⁰ 40.498	
3	LOKPRIYA GOPINATH LPS	N27 ⁰ 17.402 E95 ⁰ 40.479	
4	MAHARAM BORO UPS	N27 ⁰ 18.054 E95 ⁰ 35.840	No. 5 Makum Block
5	NIZ MAKUM MVS	N27 ⁰ 17.763 E95 ⁰ 36.459	2 No Powi Mukh
6	POWAIMUKH JANAJATI MES	N27 ⁰ 17.664 E95 ⁰ 34.586	No. 2 Bisa Gaon
7	LEDO TE LP	N27 ⁰ 18.312 E95 ⁰ 45.475	Kamba Gaon
8	KAMBA GAON LPS	N27 ⁰ 19.284 E95 ⁰ 47.594	Amrit Gaon
9	AMRIT GAON LPS	N27 ⁰ 20.204 E95 ⁰ 45.945	Monmou Kuhiarbari
10	LEDO SARBAJANIN LPS	N27 ⁰ 17.773 E95 ⁰ 45.924	Maichangpani
11	MAICHANG PANI LPS	N27 ⁰ 21.921 E95 ⁰ 46.949	

12	KHARANGKONG LP	N27 ⁰ 22.435 E95 ⁰ 50.140	Ningum NC Gharpholia
13	KUMCHAI GOVT LPS	N27 ⁰ 21.971 E95 ⁰ 47.793	No. 1 Punsung
14	TINISUTI GOVT. LPS	N27 ⁰ 19.878 E95 ⁰ 49.002	No.1 Tinisuti
15	KOTHA KAKHORONI LPS	N27 ⁰ 24.521 E95 ⁰ 52.446	Katha Kakharani
16	CHANDRAPUR LPS	N27 ⁰ 51.656 E95 ⁰ 42.329	Katha Chandrapur
17	TEKERI MES	N27 ⁰ 25.241 E95 ⁰ 49.134	No.1 Tekeri
18	DIBONG PHAKIAL LPS	N27 ⁰ 18.829 E95 ⁰ 41.897	Dibong Phakial
19	DIBONG ADARSHA MES	N27 ⁰ 19.749 E95 ⁰ 41.406	Dibong Bari
20	3 NO. ALUBARI LPS	N27 ⁰ 18.622 E95 ⁰ 40.738	3 No. Alubari
21	SATI JOYMOTI LPS/KHAGORI PATHAR LP	N27 ⁰ 16.750 E95 ⁰ 36.070	Khagori Pather
22	LAMA GAON LPS	N27 ⁰ 17.646 E95 ⁰ 38.169	1 No. Dirok Grant
23	NAMDANG BASHBARI LPS	N27 ⁰ 17.752 E95 ⁰ 41.466	Namdang Bahbari
24	MARGHERITA TOWN L P S	N27 ⁰ 17.332 E95 ⁰ 40.201	Margherita Town
25	MULANG LPS/TIRAPMUKH LPS	N27 ⁰ 18.966 E95 ⁰ 43.940	No.1 Mulang
26	TOKLONG LPS	N27 ⁰ 20.684 E95 ⁰ 46.551	No. 2 Toklong
27	KUMCHAI KONG HIGH SCHOOL	N27 ⁰ 20.860 E95 ⁰ 47.970	No.1 Toklong
28	BORDIRAK GOHAIN GAON LPS	N27 ⁰ 38.512 E95 ⁰ 46.243	Bordirak
29	BORFAKIAL LPS	N27 ⁰ 19.664 E95 ⁰ 42.512	Rothduba
30	1 NO ALUBARI	N27 ⁰ 19.431 E95 ⁰ 41.390	1 No Alubari

Overall Incharge: Shri Runal Nath, ALRS, Circle Officer, Margherita (9864984163)						
Shri Jeevan Jyoti Chetia, Field Officer, Margherita Revenue Circle (6001239068)						
Sl No	Name of Village	Name of the Relief Camp	GPS Co-ordinate	LM Contact Details	Gaon Burha Contact details	Camp in Charge
1	Namdang Bahbari	Namdang L.P school	N270 17.752 E950 41.466	Tara Prasad Singpho (6000860964)	Anand Sharma Chairman, Margherita Municipal Board (9435138619)	Head Masters of Respective Schools
2	Namdang Bahbari Kumarpatty	A. R & T. Co's High school	N270 17.348 E950 40.525			Head Masters of Respective Schools
3	Margherita Town	Town LP School	N270 17.332 E950 40.201			Head Masters of Respective Schools
4		Gopinath Bordoloi LP	N270 17.402 E950 40.479			Head Masters of Respective Schools
5		Gandhi Vidhya Mandir	N27017.410 E950 40.498			Head Masters of Respective Schools
6	No. 5 Makum Block	Niz Makum MV School	N270 17.763 E950 36.459	Hemantalal Das (7896581828)	Khageswar Khalen (9435330604)	Head Masters of Respective Schools

7	2 No Bhitor Powai	Maharam Boro LP School	N270 18.054 E950 35.840			Head Masters of Respective Schools	
8	2 No Powi Mukh	Powai Mukh Janajati MV School	N270 17.664 E950 34.586			Head Masters of Respective Schools	
9	1 No. Dirok Grant	Lama Gaon LPS	N270 17.646 E950 38.169			Dilip Das (8638574896)	Head Masters of Respective Schools
10	Khagori Pather	Khagori Pather LP	N270 16.750 E950 36.070			Head Masters of Respective Schools	
11	No.1 Mulang	1 No. Mulang Lp School	N270 18.966 E950 43.940	Nitul Gogoi (8638199788)	Bishnu Prasad Sharma (8638921707)	Head Masters of Respective Schools	
12	No. 2 Bisa Gaon	Ledo TE LP school	N270 18.312 E950 45.475	Monuj Rai (8638794406)		Head Masters of Respective Schools	
13	No. 2 Toklong	Ledo TE Club/ 2 No. Toklong LP school	N270 20.684 E950 46.551			Head Masters of Respective Schools	
14	Kamba	Kamba Gaon LP	N270 19.284 E950 47.594			Angam Tikhak (7896788845)	Head Masters of Respective Schools
15	No.1 Toklong	Kumchai ME School	N270 20.860 E950 47.970			Head Masters of Respective Schools	
16	Ningum NC/ Ningum NC Gharpholia	Ningam LP School/ Kharang Kong MES School	N270 22.435 E950 50.140			Ongsam Kiyang (9854390395)	Head Masters of Respective Schools
17	No. 1 Punsung	Kamchai Govt LP/ Hasak LP	N270 21.971 E950 47.793	Ongsam Kiyang (9854390395)	Head Masters of Respective Schools		
18	Amrit Gaon	Amrit Gaon Model Lp	N270 20.204 E950 45.945	Punananda Saikia (7002032368)		Bisa Tang Singpho (9101434980)	Head Masters of Respective Schools
19	Monmou Kuhiarbari	Ledo Sarbajanin LP	N270 17.773 E950 45.924			Simon Purty (9613059133)	Head Masters of Respective Schools
20	Maichangpani	Maichangpani LP School	N270 21.921 E950 46.949			Jawrin Gam Umbon (8472958771)	Head Masters of Respective Schools
21	No.1 Tinisuti/ No.2 Tinisuti	No. 1 Tinisuti Gaon LP	N270 19.878 E950 49.002	Ranjit Lekharu (9854819606)	Binod Taina (7086695020)	Head Masters of Respective Schools	
22	Katha Kakharani	Kotha Sema LP School	N270 24.521 E950 52.446	Nitul Gogoi (8638199788)		Gautam Tamang (8399841572)	Head Masters of Respective Schools
23	Katha Chandrapur	Chandrapur LP School	N270 51.656 E950 42.329			Biman Rongrang (9706922439)	Head Masters of Respective Schools

24	Bordirak	Sri Sri Madhavpur LP School	N270 38.512 E950 46.243	Ranjit Moran (6900357487)	Biren Neog (9613020663)	Head Masters of Respective Schools
25	No.1 Tekeri	Tekeri ME School/ Tekeri LP School	N270 25.241 E950 49.134	Sanjib Bhuyan (9706927026)	Ajay Jaiswal (9101875567)	Head Masters of Respective Schools
26	Rothduba	Borphakial LP	N270 19.664 E950 42.512	Pulak Mech (6000860964)	Ailung Khong (9613279538)	Head Masters of Respective Schools
27	Dibong Phakial	Dibong Phakial LP	N270 18.829 E950 41.897			Head Masters of Respective Schools
28	Dibong Bari	Dibong Adarsha ME School	N270 19.749 E950 41.406		Mohendra Pangkhung (9954412297)	Head Masters of Respective Schools
29	3 No. Alubari	3 No Alubari LP	N270 18.622 E950 40.738		Tanu Bawri (9706914870)	Head Masters of Respective Schools
30	1 No Alubari	No 1 Alubari LP School	N270 19.431 E950 41.390			Head Masters of Respective Schools

Route to various Relief Camps under Margherita Revenue Circle					
Sl No	Name of Village	Name of the Relief Camp	Distance of Relief Camp From H/Q	Route to Relief Camp	Mouza
1	Namdang Bahbari	Namdang L.P school	5KM	Via Babul Hall	Makum
2	Namdang Bahbari Kumarpatty	A. R & T. Co's High school	5KM	Via Babul Hall	Makum
3	Margherita Town	Town LP School	3KM	Within Town itself	Makum
4		Gopinath Bordoloi LP	4KM	Within Town itself	Makum
5		Gandhi Vidhya Mandir	3KM	Within Town itself	Makum
6	No. 5 Makum Block	Niz Makum MV School	5KM	Via Makum Killa	Makum
7	2 No Bhitor Powai	Maharam Boro UP School	7KM	Via makum Killa	Makum
8	2 No Powai Mukh	Powai Mukh Janajati ME School	10KM	Via makum Killa	Makum
9	1 No. Dirok Grant	Lama Gaon LP	10KM	Via Dirok TE	Makum
10	Khagori Pather	Khagori Pather LP	12KM	Via Dirok TE	Makum
11	No.1 Mulang Bongali	1 No. Mulang LP School	15KM	Mulang Buddha Vihar Road Via Ledo	Makum
	No.2 Mulang Bongali		15KM	Mulang Buddha Vihar Road Via Ledo	Makum
12	No. 2 Bisa Gaon	Ledo TE LP school	20KM	Ledo TE Road Via Ledo	Tirap
13	No. 2 Toklong	Ledo TE Club/ 2 No. Toklong LP	35KM	Via Ledo TE	Tirap

		school			
14	No.1 Toklong	Kumchai ME School	35KM	Via Ledo TE	Tirap
15	Kamba	Kamba Gaon LP	35KM	Via Longtong	Tirap
16	Ningum NC/Ningum NC Gharpholia	Ningam LP School/ Kharang Kong LP School	40KM	Via Longtong	Tirap
17	No. 1 Punsung	Kamchai LP/ Hasak LP	40KM	Via Longtong	Tirap
18	Amrit Gaon	Amrit Gaon Model LP	22KM	Via Ledo	Makum
19	Monmou Kuhiarbari	Ledo Sarbajanin LP	16KM	Via Ledo	Tirap
20	Maichangpani	Maichangpani LP School	15KM	Via Ketetong	Tirap
21	Katha Kakharani	Kotha Sema LP School	35KM	Via Jagun	Tirap
22	No.1 Tinisuti	No. 1 Tinisuti Gaon LP	35KM	Via Lekhapani	Tirap
	No.2 Tinisuti		35KM	Via Lekhapani	Tirap
23	Katha Chandrapur	Chandrapur LP School	35KM	Via Jagun	Tirap
24	Bordirak	Sri Sri Madhavpur LP School	70KM	Via Tingrai Makum	Buridehingg
25	No.1 Teker	Teker ME School/ Teker LP School	45KM	Via Pengeree/ Ketetong	Buridehingg
26	Dibong Bari	Dibong Adarsha MES	7KM	Via Alubari	Makum
27	Rothduba	Borphakial LP	7KM	Via Alubari	Makum
28	Dibong Phakial	Dibong Phakial LP	13KM	Via Alubari	Makum
29	3 No. Alubari	3 No Alubari LP	7KM	Via Alubari	Makum
30	1 No Alubari	No 1 Alubari Lp School	4KM	Via Alubari	Makum

Flood Plan of Sadiya Sub-Division

The Sadiya Sub-Division with its Head Quarters at Chapakhowa is located in the North Eastern corner in the state of Assam under Tinsukia District with Co-ordinates 90 degree 38' east longitude and 27 degree 48' North Latitude. The sub division is placed at an average altitude of about 131.69 meters from Sea level. Sadiya was declared as Civil Sub-Division on 26th January, 1979. This Sub-Division is bounded by the Lower Dibang Valley district and Lohit District of Arunachal Pradesh in the North East and Tinsukia Sadar Sub-Division and Dhemaji District in the South and West respectively. Sadiya is badly affected by flood every year. This is because of the vibrant bustle of the three main rivers i.e., Lohit, Dibang and Kundil along with a number of small rivulets/nullahs which assume significant force during the rainy season. Again there are two important islands in the Sub-Division namely Dibang Chapori (Amorpur) and Bhimchapori.

Sadiya is partly densely populated, especially in town areas but the other areas are very much scattered and the road condition in most of the villages are not so good. Some of the regions are approachable only by boat and some others are reachable only by foot by crossing bamboo bridges. The whole sub division is separated from the rest of the district by the river Brahmaputra and the communication is through the longest bridge of India Dr. Bhupen Hazarika Setu. The alternate road connection is from Kakopathar area of Tinsukia district via Namsai, Chokham, Tengapani, Parasuram Kund, Tezu, Sunpura and 8th mile which is very much circuitous and is longer by approximately 200 kilometers.

Some of the important data of Sadiya Sub-Division:

- Name of the Sub-Division : Sadiya
- Total Geographical area : 790.46 Sq.km.
- Total Population of Sub-Division : 1,04,948 (According to 2011 Census)
- Density of Population : 132.8 per Sq km
- Total number of Revenue Circle : 1 (Sadiya Revenue Circle)
- Total number of Mouza : 1 (Sadiya Mouza)
- Total No. of Revenue Villages : 123
- Total number of Police Station : 2 (1. Sadiya P.S, 2. ChengsapChariali P.S)
- Total number of Police Outpost/PP : 2 (Na-Sadiya OP, Santipur PP)
- Total number of Police Border Outpost : 2 (Amarpur, Sunpura)
- Other Central/Armed Forces : 1,CRPF (68Bn. F Company)
- Total number of Fire Station : 1
- Total Number of Dev. Block : 1 (Sadiya Development Block)
- Total No. of Gaon Panchayat : 11

- Total No. of Municipality : 1 (ChapakhowaMunicipality)
- Total No. of Anchalik Panchayat : 1 No. (SadiyaAnchalik Panchayat)
- Total No. of Z.P.C. : 2 No. (Kundil and Rajgarh ZPC)
- Forest : 385 Hectare (Refer year 2010)
- Social Forestry : 17 Hectare wet areas : 332 Hectare
(Refer year 2010)
- Medical Health Facility : Sub-Divisional Medical-1, Chapakhowa,
BPHC- 1

Mini PHC- 4

S.C-17

Flood contingency plan

Key persons in Civil and Police Administration and phone numbers:

Sadiya Sub Division

1. Sri Manas Jyoti Nath, ACS, i/c SDO(C) Sadiya :9401219122
2. Sri Jagadish Das, APS ,Supdt of Police, Sadiya :6026901201
3. Sri Jaideep Rajak, ALRS, CO , Sadiya :7086442900
4. Sri Pranjal Pran Saikia, ACS, Election Officer, Sadiya :8638282595
5. Sri Portia Khanikar, ACS, AC, Sadiya :6901570224
6. Sri Prithviraj Saikia, ACS, AC, Sadiya :7086784684
7. Sri Prabesh Kr. Mili, Executive Officer, CMB :8879519842
8. Smti. Purnima Saikia Dutta, BDO, Sadiya :9854373253
9. Dr. Ranjan Kakoty, SDM & HO, Sadiya :9954552934
10. Sri Manas Jyoti Saikia Sr, ADO, Sadiya. :9508587440
11. Dr. Dipak Malakar, SDVO, Sadiya. :9957830751
12. Sri Somnath Sonowal, CDPO, Sadiya. :9706803432
13. Sri Animesh Das, AEE PWD(B) :9957228802
14. Sri Sanjib Kr. Chetry, AEE, PWD(R) :9954561481
15. Sri Suvoram Lahol, Supdt. F& CS :8638756183
16. Sri Anurekh Phukan, Jr. Engineer, PHE :8638097179
17. Insp. Si-im Sing Timung, OC, Sadiya PS :6026901205
18. SI. Ghanshyam Hazarika OC, Chengchap PS :6026901206
19. Medical Help line :9435338678
20. Electricity Control room :9127828486
21. Fire Service Station :03756244121

OBJECTIVE

The objectives of the flood contingency plan are:

- Distribution of duties amongst Govt. Officials.
- Ascertain the availability of manpower, logistics available locally.
- To co-ordinate the relief activities by drawing up operational plan with all concerned departments/ agencies / NGOs to evolve a common programme for relief work.
- To prepare list of buildings, Community Centers, Halls, Schools to be opened as temporary relief centers.
- Identify the list of susceptible places likely to be cut off or submerged.
- Identify high land / raised platforms for human and cattle shelter.
- Ensure good communication network, proper weather forecasting warning level of the rivers, both upstream and downstream and a good warning mechanism.
- To ensure sufficient stock of essential commodities/ food stock and other essential items with proper storage facilities to immediate dispersal.
- Identify all vulnerable roads and bridges prone to damage/ washed away/ submerged etc. to take immediate measures for restoration of road links.
- To rescue and evacuate trapped people
- To provide first aid to the injured
- To take care of children, women and disabled people.
- To transport the seriously injured and people needing urgent medical attention to hospitals.
- To provide shelter and relief to homeless people.
- To arrange for food and drinking water to the affected people.
- To take immediate measures for disposal of dead bodies and animal carcass to prevent the outbreak of epidemics.
- To take urgent measures for maintaining law and order.

SWOT ANALYSIS

STRENGTHS-

- SDO (Civil), Sadiya and Sadiya Revenue Circle Offices are located in high land which are not affected by flood.
- The newly constructed Dr. Bhupen Hazarika Setu connecting Sadiya with the mainland.
- Good condition of NH-37
- The presence of CRPF camp.

- Presence of NDRF team during floods.
- Presence of partner organizations like Red Cross Society.

WEAKNESSES-

- Number of rivers including Lohit, Dibang, Kundil and other lively streams flow in and along the entire Sub-Division making it highly flood prone.
- Poor telephone/mobile connectivity in many flood prone areas.
- Lack of good communication to many flood prone areas.
- Island of Amarpur which is accessible only through ferries/boats.
- Poor road condition in most flood prone areas.
- Almost all emergency service departments like Health and F&ES including the Revenue Circle are understaffed.
- Lack of high grounds and raised platforms in the Sub-Division.

OPPORTUNITIES-

- Newly constructed Dholla-Sadiya Bridge and Aloobari Bridge can give ample opportunities in fighting disasters like flood.
- Presence of multinational corporate entity Navayuga in the Sub-Division.
- NCC, Scouts & Guides and NSS teams of the schools and college in the Sub-Division can be trained for volunteering during emergency.
- Presence of large number of SHGs as they can be roped in during post flood maternity and child care.

THREATS-

- Heavy rains/cloudburst in the adjoining state of Arunachal Pradesh can create flash floods in the Sub-Division.
- Number of lakes in high altitudes in the adjoining state of Arunachal Pradesh can cause havoc in the Sub-Division in case of a disaster.

Administrative Set –up

COMMAND AND CONTROL:

The Sub Divisional Officer is the Chairman of Flood Relief management committee. He will be assisted by the Circle Officer, Sadiya Revenue Circle in the event of natural disasters like flood. The Assistant Commissioners will support the Circle Officer in monitoring the relief and rescue operation during flood.

A control room has been set up in the SDO(C)'s Office with contact no **03756 244021** which is manned round the clock. CA to SDO(C) is the nodal Officer of the control room. Staff

of the control room shall maintain a register for recording the information received from any quarter and inform the same to AC/ CO/ SDO(C).

1. Sub – Divisional Relief Committee

Sl No	Name	Designation		Contact no.
1	Sri Manas Jyoti Nath, ACS, ADC	i/c SDO(Civil)	Chairman	9401219122
2	Sri Jagadish ,APS	S.P, Sadiya	Member	6026901201
3	Sri Jaideep Rajak ,ALRS	Circle Officer, Sadiya	Member	7086442900
4	Sri Pranjal Pran Saikia	Election Officer, Sadiya	Member	7002289422
5	Smti. Portia Khanikar, ACS	Assistant Commissioner & Branch Officer ,DM	Member	6901570224
6	Sri Prithviraj Saikia, ACS	Assistant Commissioner	Member	7086784684
7	Sri Prabesh Kr. Mili	Executive Officer, CMB	Member	8879519842
8	Sri Manas Jyoti Saikia	Sr, ADO, Sadiya	Member	9508587440
9	Sri Suvoram Lahol,	Superintendent F &CS	Member	8638756183
10	Dr. Kalyan Borpatra Gohain	Dy. Suptd. Sub-Divisional Hospital	Member	
11	Smti Purnima Saikia Dutta	BDO, Sadiya	Member	9854373253
12	Dr. Dipak Malakar	SDVO, Sadiya	Member	9957830751
13	Sri Anurekh Phukon	Jr. Engineer, PHE	Member	8638097179

Besides the above, Chairman Chapakhowa Municipality Board, Anchalik and Gaon Panchayat President/ Secretary, Dy. Inspector of School, Fire and Emergency Service Officer and experienced members of the civil society shall be co-opted members. The Sub Divisional relief committee shall supervise all the disaster relief related activities and coordinate with various departments and the public.

2. Sub – Divisional Flood Management Team

Sl No	Name & Designation	Designation	Contact Number
1	Sri Manas Jyoti Nath, ACS, ADC	i/c SDO(Civil)	9401219122
2	Sri Jaideep Rajak, ALRS	Circle Officer, Sadiya	7086442900
3	Smti. Portia Khanikar,ACS	Assistant Commissioner & Branch Officer ,DM	6901570224
4	Smti Purnima Saikia Dutta	BDO, Sadiya	9854373253
5	Sri Arunabh Buragohain	FO,DM	9706211886

This team shall supervise various activities in relation to flood affected areas in short term, midterm and long term basis and is responsible for the immediate decision making in case of any emergencies.

3. Search and Rescue Team

Sl No	Name & Designation	Designation	Contact Number
1	Sri Jaideep Rajak, ALRS	CO, Sadiya	7086442900
2	Sri Portia Khanikar	Assistant Commissioner & Branch Officer, DM	6901570224
3	Dr. Ranjan Kakoti	SDM&HO, Sadiya	7086998348
4	Dr. Dipak Malakar	SDVO, Sadiya	9957830751
5	Insp. Si-Im-Seng Timung	OC, Sadiya PS	6026901205
6	Sl. Ghanashyam Hazarika	OC, Chengsup PS	6026901206
7	Sri Sarat Sonowal	i/c OC, F & ES	6900880025

This team shall supervise various activities in relation to search and rescue in the flood affected areas in case of any man missing/trapping etc and is responsible for the immediate rescue, medical care and transport in case of any emergencies.

4. First Aid Team

Sl No	Name & Designation	Designation	Contact Number
1	Dr. Ranjan Kakoti	SDM&HO, Sadiya	7086998348
2	Dr Kalyan Borpatra Gohain	Dy, Suptd. Sub-Divisional Hospital	
3	Dr Dipak Malakar	SDVO, Sadiya	9957830751

This team shall supervise and deliver the primary medical treatment of the victims (both human and animal as the case may be) in the flood affected areas and is responsible for the immediate decision making in case of any emergencies for referral, etc.

5. Shelter Management Team

Sl No	Name & Designation	Designation	Contact Number
1	Sri Jaideep Rajak, ALRS	Circle Officer, Sadiya	7086442900
2	Smti. Portia Khanikar, ACS	Assistant Commissioner & Branch Officer, DM	6901570224
3	Sri Prithviraj Saikia, ACS	Assistant Commissioner	7086784684
4	Sri Animesh Das	AEE, P.W.D. Building	9957228802
5	Smti Purnima Saikia Dutta	BDO, Sadiya	9854373253
6	Sri Arunabh Buragohain	FO, DM	9706211886
7	Corresponding GP Secretary	Member	

This team shall supervise various activities in relation to the construction of temporary shelters flood affected areas in short term, midterm and long term basis and is responsible for the immediate management of relief camp shelter. This is inclusive for both human and animal victims of various types of disasters.

6. Relief Management Team

Sl No	Name & Designation	Designation	Contact Number
1	Sri Jaideep Rajak, ALRS	Circle Officer, Sadiya	7086442900
2	Smti. Portia Khanikar, ACS	Assistant Commissioner & Branch Officer ,DM	6901570224
3	Dr. Kalyan Borpatra Gohain	Dy,Suptd. Sub-Divisional Hospital	
4	Dr. Dipak Malakar	SDVO, Sadiya	9957830751
5	Smti Purnima Saikia Dutta	BDO, Sadiya	9854373253
6	Sri Somnath Sonowal	CDPO, Sadiya	9706803432
7	Sri Ranjan Moran	SK, Sadiya Revenue Circle	8133879498

This team shall supervise various activities in relation to the distribution of relief materials including food materials, temporary shelter materials, medicines etc in the flood affected areas and relief camps in short term, midterm and long term basis and is responsible for the procurement, storage and timely provision of the required materials in sufficient quantity at the time of need. This committee shall be assisted by the Nazarat Branch, SDO(C), Sadiya.

7. Damage Assessment Team

Sl No	Name & Designation	Designation	Contact Number
1	Sri Jaideep Rajak ALRS	Circle Officer, Sadiya	7086442900
2	Sri Arunabh Buragohain	FO,DM	9706211886
3	Dr. Dipak Malakar	SDVO, Sadiya	9957830751
4	Sri Manas Jyoti Saikia	Sr, ADO, Sadiya	9508587440
5	Smti. Purnima Saikia Dutta	BDO, Sadiya	9854373253
6	Smti Momi Saikia	JE, SSA	7002306923
7	Corresponding SK, Lot Mandal & GaonPradhan	Member	

This team shall assess the life, property and other losses in relation to flood affected areas at the earliest and is responsible for the immediate submission of the report to the SDO and DC for announcement of ex-gratia, compensation etc.

8. Carcass Disposal team

Sl No	Name & Designation	Designation	Contact Number
1	Smti. Portia Khanikar	Assistant Commissioner & Branch Officer ,DM	6901570224
2	Dr. Dipak Malakar,	SDVO, Sadiya	9957830751
3	Corresponding GP Secretary	Member	

This team shall supervise various activities in relation to the disposal of animal carcasses floating and dispersed in various flood affected areas and is responsible for the immediate measures to prevent communicable diseases and water borne diseases

CIRCLE LEVEL DISASTER MANAGEMENT COMMITTEE, SADIYA REV. CIRCLE

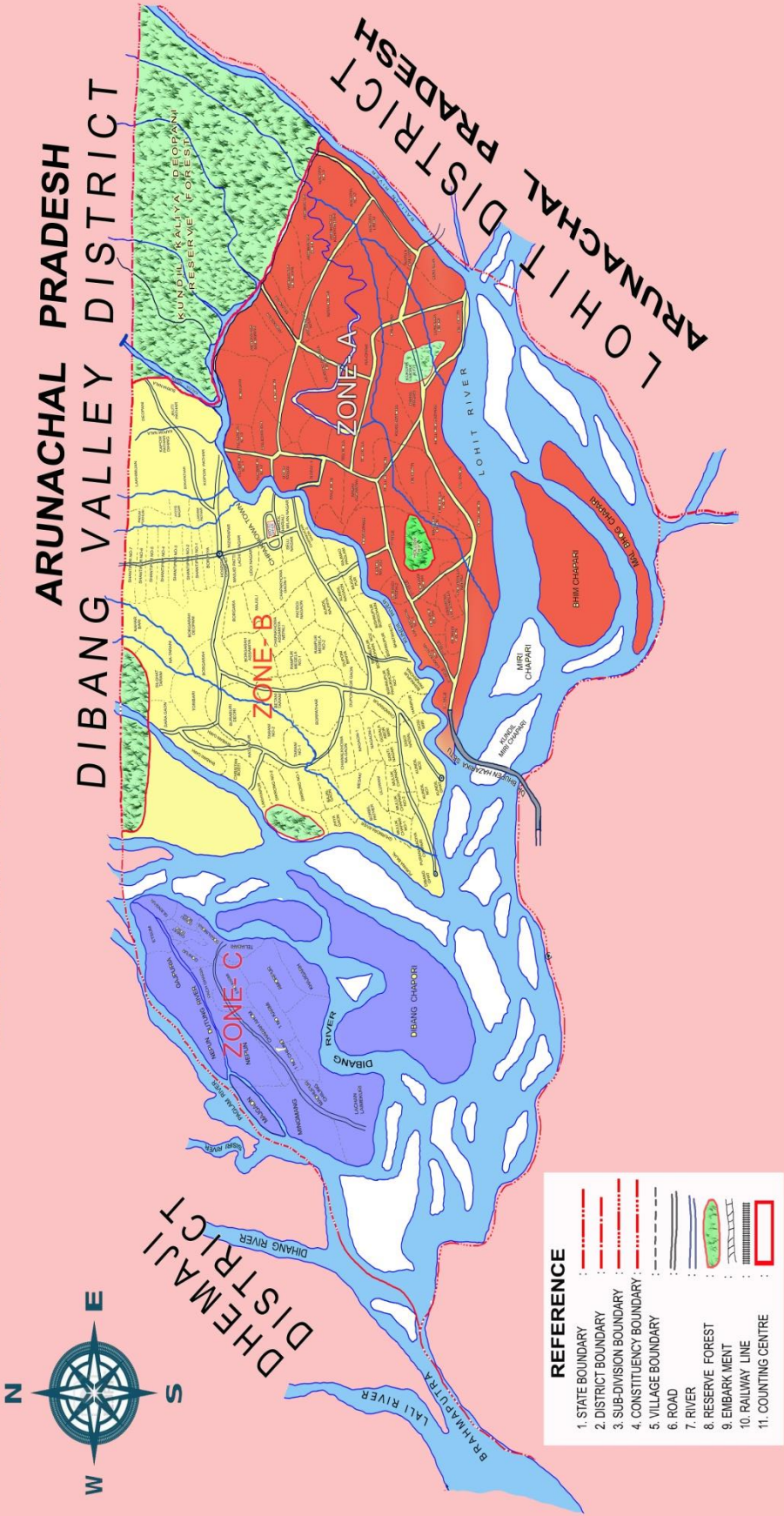
Sl.No	NAME	DESIGNATION		CONTACT NUMBER
1.	Sri Jaideep Rajak ALRS	Circle Officer, Sadiya	Chairman	7086442900
2.	Sri Manas Jytoi Saikia	Sr. ADO	Member	9435136453
3.	Dr. Dipak Malakar	SDVO, Sadiya	Member	9957830751
4.	Sri Khirud Saikia	Ranger, Sadiya Forest Range	Member	9678153482
5.	Smti. Purnima Saikia Dutta	BDO, Sadiya	Member	9854373253
6.	Sri Anurekh Phukan	Jr. Engineer, PHED, Sadiya	Member	8638097179
7.	Sri Abhinash Das	A.E.E, WRD	Member	7636854130
8.	Sri Ranjan Moran	SK	Member	8133879498
9.	Sri Bolendra Chiring	LM	Member	6901677450
10.	Sri Narendra Das	LM	Member	9508983412
11.	Sri Jagganath Das	LM	Member	8638353530
12.	Sri Samar Das	LM	Member	9707846501
13.	Sri Tultul Gogoi	LM	Member	9101847662
14.	Sri Arunabh Buragohain	FO,DM	Convener	9706211886

Duties and responsibilities of CDMCs:

6. Provide technical and professional support to the VLMCCs for the preparation of Village Master plan for Disaster management.
7. Design and implement awareness generation activities on disaster management.
8. Review and monitor the preparedness of Govt. departments and agencies on disaster management.
9. Provide feedback to the DDMA and extend cooperation to it in implementation of disaster management activities.
10. Plan, implement and monitor relief and rehabilitation operations.

FLOOD ZONE MAP OF SADIYA REVENUE CIRCLE DIST.- TINSUKIA

SCALE : 1cm = 0.6336 , 1" = 1 MILE



REFERENCE

1. STATE BOUNDARY	---
2. DISTRICT BOUNDARY	---
3. SUB-DIVISION BOUNDARY	---
4. CONSTITUENCY BOUNDARY	---
5. VILLAGE BOUNDARY	---
6. ROAD	---
7. RIVER	---
8. RESERVE FOREST	---
9. EMBARKMENT	---
10. RAILWAY LINE	---
11. COUNTING CENTRE	---

Field Plan.

In view of the extensive area prone to flood and erosion, the revenue circle is divided into 3 (three) zones and further divided into 11 sectors, each having a responsible officer in charge so that the primary response can be taken up at the earliest information.

Relief officer In-charge: Circle Officer, Sadiya Revenue Circle

Zone A.

Relief officer/ Zonal Officer: Circle Officer, Sadiya Revenue Circle.

Sector 1. Under Hollowgaon Panchayat.

Sector Officer	Sri Bolin Khanikar, GP Secretary	7002656729
Asst. Sector Officer	Sri Binod Baruah, GRS	9707345056

Sector 2. Under Ambikapur Gaon Panchayat.

Sector Officer	Sri Bolin Khanikar, GP Secretary	7002656729
Asst. Sector Officer	Sri Anjan Baruah, GRS	7896906413

Sector 3. Under Na-Sadiya Gaon Panchayat.

Sector Officer	Sri Nitumoni Buargaohain, GP Secretary	8812927849
Asst. Sector Officer	Sri Pradip Buragohain, GRS	9864316846

Sector 4. Under Sunpura Goan Pachayat

Sector Officer	Sri Bolin Khanikar, GP Secretary	7002656729
Asst. Sector Officer	Sri Haren Gogoi, GRS	9707876719

Zone B

Relief officer/ Zonal officer: Smti. Portia Khanikar, Assistant Commissioner, Sadiya & Branch Officer, DM.

Sector 5. Under Nagaon Gaonpanchayat.

Sector Officer	Sri Amulya Borah, GP Secretary	8135910678
Asst.Sector Officer	Smti Sandipa Chiring, GRS	9435427552

Sector 6. Under Rajgarh Gaon panchayat.

Sector Officer	Sri Ranjit kumar Gurung, GP Secretary	9101592582
Asst. Sector Officer	Sri Parikhit Buragohain, GRS	9707441678

Sector 7. Under kundil Gaon panchayat.

Sector Officer	Sri Nayan Chetia, GP Secretary	8486698657
Asst.Sector Officer	Sri Romesh Doley,GRS	9957172657

Sector 8. Under Shantipur Gaon panchayat

Sector Officer	Smti. Nitumoni Buragohain,Gram Sevika	8812927849
Asst. Sector Officer	Sri Rupantar Borgohain, GRS	9678211931

Sector 9. Under Buraburi Goan panchayat

Sector Officer	Sri Ranjit kumar Gurung, GP Secretary	9101592582
Asst. Sector Officer	Sri Gopal Bhandari, GRS	8011055685

Sector 10. Under Borjhia Gaonpanchayat

Sector Officer	Sri Hiranya Borgohain, GP Secretary	9707192889
Asst. Sector Officer	Sri Bhaba Prasad Dahal, GRS	8811807612

Zone- C

Relief/ Zonal Officer: Sri Prithviraj Saikia, ACS, Sadiya, 7086784684

Sector 11. Under Amorphur Gaonpanchayat.

Sector Officer	Sri Moneswar Thapa, GP Secretary	8134072318
Asst. Sector Officer	Sri Durlav Buragohain , GRS	9864832753

List of the previously flood affected Villages under Sadiya Revenue Circle.

Sl. No.	Name of Village	Gaon Panchayat	Total Population affected	Relief Camp
1	GausalaAbarmiri	Rajgarh	313	KundilHigh School
2	Chandrapur	Do	638	KundilHigh School
3	MulukChapari	Kundil	319	KundilHigh School
4	1 No. MulukChapari	Kundil	329	Kabibagan L.P. School
5	2 No. MulukChapari	Kundil	207	Kabibagan L.P. School
6	Ghurmura	Kundil	760	Ghurmura L.P. School
7	Bajal Gaon	Kundil	523	Bajal Gaon L.P. School
8	Purana Bajal Gaon	Kundil	503	Bajal Gaon L.P. School
9	Ganesh Bari Natun Gaon	Kundil	496	Ganesh Bari L.P. School
10	DeopaniChapari	Kundil	334	DeopaniChapari L.P. School
11	Bogari Bari	Kundil	159	Bagari Bari L.P. School
12	Mugalpur	Na-gaon	491	Mugalpur L.P. School
13	Bishnupur Bhatikhuti	Na-gaon	670	Bhatikhuti L.P. school
14	Bishnupur Borgohain	Rajgarh	540	Bishnupur Borgohain L.P. School
15	BishnupurPahukhowa	Rajgarh	661	Bishnupur Pahukhowa L.P. S
16	Haripur	Rajgarh	583	Sadiya Govt. H.S. School
17	DisoiNadial	Kundil	656	DisoiNadial L.P. School
18	Disoi Miri Chapari	Kundil	471	Miri Chapari L.P. School
19	Kundil Miri Chapari	Kundil	222	Kundil Miri Chapari L.P. school
20	Lakhimpuria Nepali	Na- Sadiya	964	BhismaknagarL.p. School
21	Lakhimpuria	Na- Sadiya	378	Lakhimpuria L.P. School
22	1 No., 2 No. Boiragimath	Na- Sadiya	763	Na-Sadiya L.p. School
23	Padumphula	Na- Sadiya	489	Padumphula L.P. School
24	KundilKinar	Na- Sadiya	737	8 Mile L.p. School
25	Majgaon (Amarpur)	Amarpur	392	Majgaon L.P. School
26	Dimaruguri	Amarpur	280	Dimaruguri L.P. School
27	Gamariguri	Amarpur	236	Gamariguri L.P. school
28	Laimakuri	Amarpur	187	Teliyabari L.P. School.
29	Chilling Lachan	Amarpur	573	Chilling Lachan L.p. School
30	Chilling Madhupur	Amarpur	410	Chilling Madhupur L.p. School
31	Bahbari	Amarpur	292	Bahbari L.P. School
32	Hastinapur	Amarpur	313	Hastinapur L.P. School
33	Atsum	Amarpur	961	Atmuc L.P. School
34	Arapatang	Amarpur	412	TarapatangL.p. School
45	Gahpur	Amarpur	667	Gahpur L.P. School
36	1 No. Gahpur	Amarpur	346	Gahpur L.P. School
37	1 No. 2 No. Chilling	Amarpur	650	Chilling L.P. School
38	Lakhyapur	Buraburi	563	Lakhyapur L.P. School
39	BhabaniGarh	Buraburi	690	Bhabanigarh L.P. School
40	Daragaon	Buraburi	530	Daragaon L.P. School
41	Doompathar	Hollowgaon	1130	DoomPather L.P. School
42	Hallowpather	Hollowgaon	748	HallowgaonL.p. School
43	Telikala Hallow	Hollowgaon	720	Telikala L.P. School
44	UparNasai	Hollowgaon	589	UparNasai L.P. School
45	Nasai	Hollowgaon	361	Nasai L.P. School
46	Majgaon	Hollowgaon	789	Majgaon L.P. school
47	Magarbasti	Hollowgaon	156	MagarbastiL.p. School
48	1 No., 2 No. Basagaon	Na- Sadiya	525	BasagaonL.p. School
49	Na- Basagaon	Na- Sadiya	293	Na-Basagaon L.P. School
50	Basagaon	Na- Sadiya	104	Basagaon L.P. School
51	BhabalaBillgaon	Na- Sadiya	633	BhabalaBillgaon L.P. School

52	Rajmau Na-paglam	Na-Gaon	380	Rajmau Na-Paglam L.P. School
53	2 No. Chapakhowa	Na-Gaon	643	2 No. ChapakhowaL.p. School
54	Kundil Na-Jhiya	Na-Gaon	687	Kundil Na-JhiyaL.p. School
55	Kundil Nagar Nagaon	Na-Gaon	375	Rajgarh L.P. School
56	Tupsinga	Hollow gaon	731	Tupsinga L.P. School
57	TupsingaBahoni	Hollow gaon	276	Bahani L.P. School
58	TakajanDeori	Ambikapur	731	TakajanDeori L.P. School
59	Takajan Ahom	Ambikapur	721	Takajan Ahom L.P. School
60	Lakhimijan	Barjiya	575	Lakhimijan L.P. School
61	Hunali Gaon	Barjiya	188	Hunaligaon L.P. School
62	Kapawpather	Barjiya	628	Kapawpather L.P. School
63	SunpuraNadikinar	Sunpura	430	Sunpura L.P. School
64	SunpuraBillbasti	Sunpura	581	SunpuraBillbasti L.P. School
65	NatunBalijan	Sunpura	818	NatunBalijan L.P. School
66	Na-Patia	Sunpura	1119	Na-patiaL.p. School
67	AmbikapurNadikinar	Ambikapur	732	AmbikapurNadikinar L.P. School
68	Gurungbasti/Milan Nagar	Chapakhowa	450	Gurung Basti L.P. School

Name of whole sale Merchants/ Dealers of food grains and other materials

Sl. No.	Name of whole Saler	Location	Phone Number
1	M/S- Ghanashyam Flour & Atta Mill	Marwaripatti, Chapakhowa	7635969696
2	M/S- Bajrang Bhandar	Medical Chariali, Chapakhowa	9435338755
3	M/S- Laxmi Rice Mill	Sunpura, Sadiya	8011517146
4	M/S- Sadiya Auto Agency (/Diesel/Pertol)	Chapakhowa	8011317583

INVENTORY OF RECOVERY ITEMS AVAILABLE IN SUB-DIVISION

Sl. No.	Name of Owner	Address/Location	Type of Vehicle	Phone Number
1	Sri Humijan Borgohain	Chapakhowa Town	JCB, Dumper, Truck	9435338922
2	Sri Pawan Agarwala	Chapakhowa Town	Truck	7635969696
3	Sri Purna Gohain	Chapakhowa Town	JCB, Truck	9435338840
4	Sri Biswajit Gogoi	Chapakhowa	JCB,	9435206666
5	Sri Jatin Deori	Buraburi	JCB, Dumper	9435472750
6	Sri Monuj Teli	8 th Mile	JCB, Dumper, Truck	8135935750
7	Sri Dilip Pegu	Amarpur	Tractor	7896696815

VILLAGE WISE ESTIMATED POPULATION DATA AS ON MAY 2024

SI No	Villages Name	Total House	Total Populations	Male	Female	Children
1	Borbilpathar	10	44	17	17	10
2	Borbilpathar Meshaki	89	456	171	154	131

3	Na-Gaon	92	474	201	177	96
4	1 No. Nagaon	110	580	218	198	164
5	2 No Nagaon	61	206	88	73	45
6	Jhiya Gaon	95	446	181	193	72
7	Dikrong	249	1104	576	508	20
8	2 No Dikrong (NC)	21	145	52	38	55
9	Santi Nagar Nepali	68	362	159	152	51
10	Chandrapur	67	470	209	176	85
11	Gowsala Abor Mir	35	158	80	65	13
12	Muluk Chapori	109	513	170	170	173
13	1 No Muluk Chapori	105	420	121	190	109
14	2 No Muluk Chapori	156	564	188	206	170
15	Tarani Gaon	114	515	206	234	75
16	2No Tarani	91	455	204	191	60
17	Purani Sadiya Chapori	145	708	235	235	238
18	Deopani Gohain Gaon	165	856	379	354	123
19	Bazal Gaon	151	643	284	256	103
20	Purana Bazal Gaon	145	580	232	195	153
21	1 No kundil	46	285	115	140	30
22	2 No kundil	20	115	55	45	15
23	Disoi Nadiyal	172	958	411	392	155
24	Lakhimpuria	138	604	258	255	91
25	2 No Lakhimpuria	76	203	92	86	25
26	Lakhimpuria Nepali	100	238	103	100	35
27	1 No Boiragimoth	79	385	168	150	67
28	2 No Boiragimoth	87	468	205	184	79
29	Kundil Kinar	185	832	396	378	58
30	Padumphula	174	855	401	361	93
31	2 No Gohain Gaon	NIL	NIL	NIL	NIL	NIL
32	Mughalpur	120	515	238	233	44
33	Bishnupur Bhatikhuti	148	749	365	332	52
34	Bishnupur Borgohain	118	594	278	279	37
35	1 No Pohukhowa	110	602	292	246	64
36	2 No Pohukhowa	38	190	91	78	21
37	Haripur	144	782	315	310	157
38	Disoi Miri	41	161	68	66	27

39	Duponi Borgaon	365	2064	846	836	382
40	Duponi Gaon	184	808	280	308	220
41	Duponi Bihiya	114	519	247	227	45
42	1 No Rampur Megela	102	521	228	258	35
43	2 No Rampur megela	207	1051	469	518	64
44	1 No borgorah Asomiya	210	868	300	288	280
45	2 No Borgorah Asomiya	200	326	119	127	80
46	3 No Borgorah Asomiya	154	711	270	262	179
47	1 No Borgorah Deopani Miri	35	154	77	45	32
48	2 No Borgorah Deopani Miri	330	1607	837	699	71
49	Borgorah Deopani Kalani Miri	212	1059	438	454	167
50	1 No Buraburi	195	1014	462	490	62
51	2 No Buraburi	67	339	125	185	29
52	3 No Buraburi	16	65	30	25	10
53	1 No Bhabanigarh	70	353	185	160	8
54	2 No Bhanbanigarh	163	726	331	375	20
55	Barpathar	140	300	120	110	70
56	Ratanpur	234	1049	548	323	178
57	Lakhiyapur	193	1020	527	484	9
58	Toribari	145	972	408	393	171
59	amarpur Dibang Chapori	2904	20422	8161	8316	3945
60	Daragaon	95	560	289	268	3
61	Majuli	83	297	114	116	67
62	Chapakhowa Town	2421	11340	4069	5001	2270
63	Hollow Gaon	151	749	357	321	71
64	Telikola	303	1483	711	665	107
65	Dumpathar	318	1584	680	624	280
66	Rajmao Na Paglam	88	505	220	260	25
67	Bhabalagaon	148	864	429	334	101
68	1 No Basagaon	95	453	206	201	46
69	2 No Basagaon	57	265	104	109	52
70	Maj Gaon	164	781	369	357	55
71	Na-Basagaon	56	348	160	137	51
72	Padumpukhuri	361	1895	1157	587	151
73	Jyotishnagar	127	596	260	301	35
74	Lakhimipathar	341	1806	822	798	186

75	Lakhimijan	134	833	410	373	50
76	1 No Tokajan	75	550	220	230	100
77	2 No takajan	186	1283	550	566	167
78	Bukapathar	43	265	121	129	15
79	Kapawpathar	150	702	340	302	60
80	1 No. Tupsinga	92	463	205	190	68
81	2 No Tupsinga	100	616	286	260	70
82	3 No Tupsinga	80	422	191	186	45
83	Uppar Nasai N/C	194	1045	484	441	120
84	Asomiya Nasai N/C	81	348	156	159	33
85	Kapawpathar Ahom	145	694	322	290	82
86	Gargaon N/C	319	1486	723	643	120
87	Sunpura	182	960	450	463	47
88	Sunpura Bilbasti	102	545	250	265	30
89	Natun Balijan	145	868	410	415	43
90	1 No.Napatia	233	1230	600	560	70
91	2 No Napatia	207	1233	479	459	295
92	3 No Napatia	426	1546	649	807	90
93	Magar Gaon	707	4292	1704	1766	822
94	Nitai Deori	75	475	220	174	81
95	Chengsap	118	370	191	142	37
96	2 No Chengsap	97	467	252	172	43
97	Na-Chaki	156	754	315	278	161
98	Dolopani	104	581	253	212	116
99	1 No Bordhunia	63	292	156	93	43
100	2 No Bordhunia	88	346	153	136	57
101	Dhonyapur	115	581	253	212	116
102	Horu Dhuniya	75	433	198	208	27
103	Kukuramara	223	1084	368	348	368
104	2 No Kukuramara	60	326	125	135	66
105	Holloang pathar	146	759	370	323	66
106	Borgoya Deori	86	622	265	325	32
107	Adarsha Rukmini Deori	108	1025	453	414	158
108	1 No Shantipur	679	3395	2100	985	310
109	2 No shantipur	74	295	128	104	63
110	3 No Shantipur	116	585	230	215	140

111	4 No Shantipur	72	215	88	98	29
112	Borjiya	196	718	286	293	139
113	Naharbari	260	2430	1160	1010	260
114	Naharbari Silghat	49	448	171	156	121
115	Shilghat	144	882	337	310	235
116	Betoni Torani	99	470	166	168	136
117	1 N o Chapakhowa	151	659	290	321	48
118	2 No chapakhowa	105	504	229	238	37
119	Chapakhowa Asomiya Nepali	170	960	467	423	70
120	Kundil Nagar Na-gaon	83	485	194	192	99
121	Patidoi Nagaon	231	963	455	404	104
122	1 No Bishnupur	46	209	83	78	48
123	Kundil Na-Jhiya	152	761	385	334	42
Total		22664	119184	51668	49384	18095

Data on Lactating mothers, Pregnant women and Children under Sadiya ICDS Project (as on May 2024)

SI No	AWC	Lactating Mothers	Pregnant Women	Children 0-6M	Children 6M-3Y	Children 3-6Y
1	2 No Nizarapar	0	1	0	17	12
2	Bokapathar Mini	0	0	0	4	13
3	Borjia	0	0	0	7	11
4	Ex Collony	3	4	3	23	33
5	Farmbasti	0	0	0	16	27
6	Gurung Basti	3	5	2	23	17
7	Jyotish Nagar	2	1	2	16	16
8	Kabastanpatty	0	6	0	26	36
9	Kapaw Pathar Ahom	0	0	0	14	32
10	Kapawpathar Deori	1	0	1	21	24
11	Lakhimi Pathar	0	0	0	10	17
12	Lakhimi Pathar Ujani	1	2	1	24	30
13	Lakhimijan	0	2	0	17	16
14	Majidpatty	5	6	5	24	36

15	Millannagar	2	2	3	20	57
16	Nabapur Mini	1	0	0	24	22
17	Nabapur Udoinagar	3	3	3	18	31
18	Nizarapar	0	0	0	14	11
19	No 1 Chapakhowa	1	2	1	32	33
20	No 1.2 Shantipur	2	3	0	11	25
21	No 2 Lakhimijan	3	0	3	13	14
22	Pachim Lachitnagar	0	0	0	17	27
23	Pachim Padum Pukhuri	2	2	1	25	23
24	Padum Pukhuri	0	4	2	21	33
25	Pub Lachitnagar	2	2	2	23	36
26	Pub Nabapur	2	3	3	21	8
27	Seujnagar Mini	1	4	1	21	19
28	Udoinagar Shivmandir	0	0	0	13	22
29	Baliyani	0	3	0	6	10
30	Bhabanigarh Deori Gaon	2	1	2	19	29
31	Bikash Nagar	1	5	1	41	54
32	Borbali Deori Mini	0	2	0	17	12
33	Borgorah Deopani	1	2	1	35	26
34	Buraburi Deori	1	3	7	24	33
35	Buraburi Nepali	1	3	0	8	21
36	Deopani Daragaon	2	1	4	27	25
37	Deopani Taribari	2	3	1	18	28
38	Dikrong	0	5	0	19	32
39	Ganesh Pathsala	2	2	2	20	41
40	Ganganagar	0	0	0	12	9
41	Khanibari	0	4	0	12	20
42	Khristan Gohain Gaon	5	7	5	31	36
43	Lakhyapur	0	2	0	10	11
44	Naharbari	3	3	3	25	17
45	No 2 Dikrong	1	0	0	15	28
46	No 3.4 Shantipur	1	2	0	25	29
47	No 4 Santipur Nepali	1	2	1	24	20
48	No 5 Shantipur	2	2	2	14	17

49	No 5.6.7 Shantipur	0	0	0	17	19
50	No.7 Shantipur	0	4	1	44	21
51	Purana Tarani	1	1	2	31	12
52	Ratanpur	1	1	0	20	11
53	Ratanpur Baliyani	2	0	2	10	9
54	Shantipur Ghurmura	2	2	2	35	50
55	Silghat Missing	2	0	2	12	17
56	Silghat Tarani	2	2	2	14	29
57	Tezpuria	0	0	0	10	12
58	Assomiya Borgorah	4	3	4	34	38
59	Betani	1	7	0	14	15
60	Bharpur Mini	0	0	0	4	17
61	Bhatikhuti	3	4	4	32	36
62	Bishnupur Pahukhowa	0	0	0	9	12
63	Borgorah Palek	1	0	0	13	16
64	Chapakhowa Gaon	0	1	0	7	11
65	Chapakhowa Ujani	0	2	0	5	16
66	Haripur	1	1	3	22	15
67	Jayanagar Mini	1	0	1	4	8
68	Koilabasti Mini	0	0	2	4	5
69	Kundil Kinar Mini	0	0	0	13	15
70	Kundil Nagar Nagaon	0	0	0	11	26
71	Kundil Najia	0	0	0	18	24
72	Majuli Borpukhuri	2	2	3	22	13
73	Majuli Shivmandir	0	2	0	13	13
74	Miri Majuli	1	0	1	14	12
75	Mugalpur	4	2	5	25	39
76	Na Tarani	0	2	0	13	20
77	Nabajyoti Ghagari	0	0	0	4	6
78	No 1 Bishnupur Borgohain	0	0	0	11	9
79	No 2 Assomiya Borgorah	1	0	1	17	17
80	No 2 Bishnupur Pahukhowa Mini	0	0	1	3	14
81	No 2Bishnupur Borgohain Mini	5	1	5	11	8

82	Patidoi Nagaon	0	2	0	10	11
83	Patipathar	0	2	0	15	12
84	Patipathar Ujani	0	4	0	17	18
85	Pukhuri Basti	1	2	1	14	14
86	Rajmao Paglam	3	3	3	10	18
87	2No Mulluk Chapari	0	0	0	18	14
88	Bagaribari	2	1	2	18	29
89	Bajal Gaon	1	2	1	18	19
90	Borgaon	2	0	1	17	14
91	Chandrapur	0	2	0	10	15
92	Chawlkhowa Nagaon	0	3	0	16	25
93	Dailgaon	0	0	0	5	12
94	Disoi	2	2	3	21	18
95	Dupani Bihia	0	0	0	9	19
96	Dupani Gaon Mini	0	3	0	24	23
97	Ganeshbari	0	0	0	19	38
98	Ghurmurah	1	1	1	19	13
99	Jia Gaon Chapari	0	1	0	20	26
100	Jia Mesaki	1	0	0	12	17
101	Kherani Bagaribari	0	0	0	20	28
102	Manipuri Basti	0	2	0	13	12
103	Mesaki Dailgaon	0	0	0	17	16
104	Miri Chapari Mini	0	0	0	3	7
105	Mulluk Chapari Mini	0	2	0	14	21
106	Nabajyoti Dupani Borgaon	2	2	2	13	13
107	Nabajyoti Ujani Mini	2	2	2	16	16
108	No 1 Mulluk Chapari Mini	0	0	0	24	21
109	No 2 Rampur Megela Mini	2	0	1	8	24
110	Purana Bajal Gaon	0	3	0	3	15
111	Purani Sadiya	0	0	0	7	14
112	Rampur Megela	0	0	0	13	14
113	Santinagar Nepali	0	2	0	12	7
114	Sumani Pathar	0	2	0	10	18
115	4Th Mile	2	3	2	11	13

116	5Th Mile	1	0	1	13	14
117	7Th Mile	1	0	1	21	31
118	8Th Mile	0	0	0	19	20
119	9Th Mile	4	2	3	20	16
120	Bahalharam Hallungpathar	2	3	1	27	23
121	Balijan Nagaon	0	1	0	9	19
122	Basa Gaon	0	2	0	7	5
123	Bhabala	0	0	0	7	9
124	Bilgaon	0	0	0	4	17
125	Diphu Garhgaon Mini	2	0	1	8	5
126	Disoi Miri Chapari Mini	2	0	2	17	19
127	Doompathar Kasari	1	0	0	7	18
128	Fanko Gaon	0	1	0	10	15
129	Hollow Gaon	1	3	1	23	20
130	Kukuramara	0	0	0	14	25
131	Ladugaon	0	0	0	5	15
132	Lakhimpuria	3	2	4	13	22
133	Na Basa Gaon	0	2	0	4	17
134	No 2 Bairagimath Mini	1	1	1	7	5
135	No 2 Basa Gaon	1	0	2	14	27
136	No 2 Kukuramara	3	0	2	18	23
137	No 2 Telikola	5	1	5	20	14
138	Padumphulla	1	0	1	9	10
139	Raigaon Mini	0	1	0	9	3
140	Rilif Basti	4	1	4	6	16
141	Telikola	0	2	2	15	22
142	Billbasti	1	0	1	15	17
143	Bor Dhania	0	0	0	13	11
144	Chengsap	4	2	2	17	16
145	Dalapani	1	4	0	9	19
146	Garhgaon	1	4	1	14	18
147	Garsinga Ujani	2	8	4	22	21
148	Magar Basti	0	0	0	20	17
149	Majgaon	2	0	2	12	11

150	Na Chaki	5	2	3	27	31
151	Nadikinar Balijan	4	3	3	19	24
152	Napatia	3	2	3	21	22
153	Napatia Limbu	2	0	0	15	24
154	Nasai	1	2	1	15	16
155	Natunbalijan	1	4	1	21	36
156	No 1 Balijan	1	0	1	14	21
157	No 2 Balijan	0	1	0	12	18
158	No 2 Chengsap	0	1	0	7	8
159	No 3 Assomiya Rangajan Mini	0	1	0	8	5
160	Saru Dhanias	0	2	0	8	14
161	Schoolia Camp	1	2	3	16	25
162	Sunpura Bill Gaon	0	3	0	38	32
163	Sunpura Deori	1	1	0	14	14
164	Tamang Gaon	2	0	2	5	10
165	Taribari	3	1	0	7	11
166	Udoipur Deori	0	0	0	14	13
167	Udoipur Nepali	0	0	1	18	34
168	Uppar Napatia	0	2	0	15	15
169	Uppar Nasai	1	0	1	10	12
170	Adarsha Ahom Gaon	1	0	1	8	19
171	Ambikapur Daragaon	1	6	1	21	47
172	Ambikapur Nadikinar	0	1	1	29	30
173	Bahani Gaon	3	1	3	11	11
174	Bodo Gaon	0	0	0	17	37
175	Dhaniyapur	1	1	1	17	13
176	Hatidandi	1	4	0	24	23
177	Konwarchuk	0	1	1	11	13
178	Kuhinyarbari	1	2	1	22	17
179	Lakhinagar	0	2	0	25	20
180	Magar Gaon	1	5	1	10	19
181	Maskachari	0	2	0	23	25
182	Milanpur Patia Mini	0	1	0	9	16
183	Millanpur Bhabala	0	1	0	27	25

184	Nitai Deori	3	3	3	16	21
185	Nitai Kachari	4	2	4	32	20
186	Nitai Nepali	2	1	2	13	16
187	No 1 Sonowal Gaon Mini	0	0	0	20	26
188	No 2 Napatia	0	3	0	23	21
189	No 2 Sonowal Gaon Mini	1	1	1	8	13
190	Rukmini Deori Gaon	3	1	3	48	29
191	Simaluguri Dhemaji	2	2	2	18	23
192	Takajan Ahom	0	3	0	11	17
193	Takajan Deori	0	0	0	37	38
194	Takajan Gaon Mini	0	0	2	9	12
195	Tupsinga	2	5	2	23	34
196	Uppar Takajan	3	5	3	17	27
197	Ajukha	0	2	0	18	22
198	Amarpur Mingmang	0	2	2	17	28
199	Amorpur Gaon	0	1	4	14	25
200	Araimuria	0	0	0	9	15
201	Atsum	2	1	1	17	29
202	Banhbari Mini	1	1	1	13	16
203	Bhaluka	1	0	1	28	57
204	Bormura Miripathar I	0	0	0	5	13
205	Bormura Miripathar li	2	3	2	13	21
206	Chara Gaon	2	3	3	29	46
207	Chilling Lachan	2	2	1	13	17
208	Chilling Mingmang	3	3	3	29	38
209	Dighalmesaki	0	0	0	9	16
210	Dirakhmukh	0	0	0	15	20
211	Gajpuria	0	2	0	32	42
212	Garaimari	3	0	0	5	9
213	Gejengpuri	0	0	0	12	15
214	Gohain Gaon	0	1	0	17	16
215	Hahkhati Banuah	0	2	2	36	48
216	Hahkhati Nepali	2	2	2	27	22
217	Hahkhati Powali Pathar	0	0	0	16	24

218	Kapatali	2	0	1	9	14
219	Lafangkola	1	1	0	18	25
220	Laimekuri	0	0	0	4	8
221	Majgarah	2	3	2	34	39
222	Na Bormurah	1	2	0	6	17
223	Nepun Gaon	0	3	0	29	41
224	No 1 Gajpuria	2	3	0	15	30
225	No 1 Ghahpur	2	0	2	26	51
226	No 2 Bormurah	0	0	0	7	11
227	No 2 Chilling	4	5	4	41	35
228	No 2 Ghahpur	2	2	2	27	35
229	No 2 Karmi	3	4	4	22	31
230	Purana Report	0	0	0	8	29
231	Sonitpur Maj Gaon	1	1	1	39	52
232	Teliabari	0	0	0	25	29
233	Tengapani Mojbari	2	0	2	18	26
TOTAL		251	356	254	3892	4927
		Lactating Mothers	Pregnant Women	Children 0-6M	Children 6M-3Y	Children 3-6Y

LIST OF POSSIBLE FLOOD PRONE VILLAGES ALONG WITH LIVESTOCK POPULATION UNDER OFFICE OF THE SUB DIVISIONAL ANIMAL HUSBANDARY & VETERINARY OFFICER, SADIYA, CHAPAKHOWA							
Sl. No	Name of Villages	No.of House hold	Cows	Goats	Pigs	Buffalo	Total No. of Domestic Animal
1	Chapakhowa Gurung Basti	42	177	106			283
2	Arapatang Amarpur	11	75	53	25		153
3	Maj gaon	78	316	201	77		594
4	Nasai Gaon	24	122	69	37		228
5	Mogor Bosti	72	365	248			613
6	Upur Nasai Gaon	78	388	250			638
7	Sunpura Bill Bosti	20	59	55			114
8	1 No, 2No, 3No Tupsinga Gaon	212	1507	666			2173
9	Rajmao Na-paglam Gaon	65	381	288			669
10	Disoi Miri Gaon	101	476	296			772
11	Kundil Kinar, 8th Mile	189	582	516			1098
12	1 No 2NO Bishnupur Borgohain Gaon	233	888	632			1520
13	Doompathar Gaon(8th & 9th mile)	193	817	513	120		1450
14	Ambikapur Mogar Gaon	123	585	323			908
15	1 No Karmi Gaon	28	95	140	46		281
16	Ambikapur Nodikinar Gaon	165	1070	508			1578
17	Nitai Deori Gaon, KotualKhuti	59	394	203			597
18	Kundil Gohain 2 No Chapakhowa	59	239	224			463
19	Bishnupur pohukhowa Gaon	128	781	354			1135
20	Ambikapur Hatidandi Mogor Gaon	177	1009	579			1588
21	Haripur Gaon	102	266	233			499
22	Lakhimpuri Gaon, Kundil	105	497	165		28	690
23	Bairagi moth Gaon(1 No & 2 NO)	98	352	296			648
24	Bhabala Gaon	35	1891	127			2018
25	Bill Gaon	37	69	133			202
26	Podumphula Gaon	172	1386	742		252	2380
27	Sonitpur(Amarpur)	97	771	295			1066
28	Mingmang Kheronibari	60	488	168			656
29	Lai Mekuri Gaon	25	240	105			345
30	Lachan gaon	81	825	364			1189
31	Majgaon(amarpur)	92	459	102			561
32	Madhupur Gaon	75	677	231			908
33	Lakhimpuria Nepali Gaon(3rd, 4thMile)	38	282	91			373
34	Lakhimpuria (5th Mile)	61	385	183			568
35	1 No Basa Gaon	96	770	364		20	1154
36	2 No Basagaon	42	328	324		17	669
37	Na-Basa Gaon	52	160	76		69	305
38	1 No Repot Chilling Gaon	60	533	392			925
39	Bahbari	39	343	400			743
40	Bhulukaguri	114	391	269	228		888
41	Dimoruguri	65	293	283			576

42	2no, 3No Chiling Gaon	52	300	204			504
	Total	3655	22032	11771	533	386	34722

List of Gaon Panchayat Secretaries under Sadiya Rev. Circle

Sl.No	Name of secretaries	GP Name	Contact number
1	Sri Bolin Khanikar	Ambikapur	7002656729
2	Sri Hiranya Borgohain	Borjhia	9707192889
3	Sri Nayan Chetia	Kundil	8486698657
4	Sri Amulya Borah	Nagaon	8135910678
5	Sri Nitumoni Buragohain	Na-Sadiya	8812927849
6	Sri Ranjit Kr Gurung	Buraburi	9435476894
7	Smti NitumoniBuragohain	Shantipur	8812927849
8	Sri Moneswar Thapa	Amarpur	8134072318
9	Sri Bolin Khanikar	Hollowgaon	7002656729
10	Sri Bolin Khanikar	Sunpura	7002656729
11	Sri Ranjit Kr Gurung	Buraburi	9435476894

PROPOSED RELIEF CAMPS FOR THE YEAR 2024-25.

SL.No	Camp Name	Location	L.M	Camp. In charge	Intake capacity
1	Kundil High School	Ghuntibil, Horipur, Bishnupur	Narendra Das 9508983412	Thomansingh Limbu 9678994596	550
2	Sadiya Govt. High School	Chapakhowa (Zone-B)	Ranjan Moran, SK 9435332561	Jatin Gogoi 9954670899	1200
3	Mughalpur L.P School	Mughalpur, Na-paglam	Narendra Das 9508983412	Jayanta Majhi 8133933863	100
4	Ujani Sadiya H.S School	7 th Mile, Basagaon, padumphula	Jaganath Das 8638353530	Nipen ch.Gohain 9435339066	800
5	Telikola Govt. L.P School	Telikola, Majgaon, Nasai	Jaganath Das 8638353530	Nibedita Buragohain 8133933936	100
6	Tupsinga L.P School	Tupsinga	Samar Das 9707846501	Ananta Chetia 8134072350	100
7	Udaipur LP School	Udaipur Deorigaon, Na-patia	Samar Das 9707846501	Monika Deori 9678166329	100
8	Ambikapur M.E School	Ambikapur	Jaganath Das 8638353530	Nandan Bhandari 9954322375	300
9	Amarpur L.P School	Amarpur	Tultul Gogoi 9101847662	Raju Borgoahin 8011023026	150

10	Chilling Madhupur M E School	Amarpur	Tultul Gogoi 9101847662	Monubor Doley 9101925928	200
11	Puroni Repot LP School	Amarpur	Tultul Gogoi 9101847662	Nagar Chandra Doley	200
12	Tokajan Deori L.P School	Tokajan	Samar Das 9707846501	Iswar Ch. Deori 9508079529	100
13	2 No. Chapakhowa Town L.P School	Chapakhowa	Bolendra Chiring 6901677450	Prasanta Deori 8471943039	250
14	Shantipur M V School	Islampur, Mughalpur	Bolendra Chiring 6901677450	Karmakanta Doley 93650405340	250
15	Bogoribari L.P School	Bogoribari	Narendra Das 9508983412	Udayadita Doley 9401341372	150
16	Ghurmura L.P School	Mulukchapori	Narendra Das 9508983412	Phanidhar Neog 8011514056	100
17	Bajal Gaon L.P School	Bajalgaon	Jaganath Das 8638353530	Noren Das 7576034423	100
18	Vismok Nagar L.P School	3mile, Lakhimpuria Nepali	Rituparna Saikia 9954554643	Naren Hazarika 9365882577/ 9957832255	80
19	Danabari L.P School	Sunpura, Balijan	Samar Das 9707846501	Bala Ram Acharjya 6001609121	150
20	Lakhimpuria Govt. LP School	Puroni Lakhimpuria	Rituparna Saikia 9954554643	Rupam Gogoi 9707788270	100

In case of high flood situation in the peripheral areas the below mentioned identified camps will be operational.

SL.No	Camp Name	Location	L.M	Camp. In charge	Intake capacity
1	Sadiya College	Chapakhowa	Ranjan Moran, SK 9435332561	Bhupen Chutia 9435189532	1500
2	Chapakhowa High School	Chapakhowa	Ranjan Moran, SK 9435332561	Lal Sing Deori 9954607527	400
3	Sadiya Girls High School	Chapakhowa	Ranjan Moran, SK 9435332561	Jiba Deori 8486169678	200
4	Ramlal Hindi LP School	Chapakhowa	Ranjan Moran, SK 9435332561	Mukesh Ahamed 8135057171	100

DEPARTMENT WISE DISASTER MANAGEMENT TEAM

PHE Department.

In charge-

1	Sri Anurekh Phukan	Jr. Engineer	8638097179
2	Dipankar Changmai	Jr. Engineer	9435852178

Field Supervisor

1	Sri Bitupan Chiring	Khalasi	9954607495
2	Sri Bhupen Kachari	Do	9435431629
3	Sri Sibho Gogoi	Do	8486626241
4	Sri Diganta Sensua	Do	9706343111
5	Sri Rukmanath Borgohain	Do	9954607071
6	Sri Anil Das	Do	9954855149
7	Sri Gangadhar Gogoi	Do	8135051793
8	Sri Dhaneswor Buragohain	Do	8256090296

Material stock.

Sl. No	Items	Quantity
1	Bleaching Powder	50kg
2	Chlorine Tablet	2000nos
3	PCV Squatting plate	2nos.
4	Hand pump	2 nos.

Role and Responsibilities of the team.

1. Undertake chlorination programmes.
2. Protect vital water supply infrastructure from contamination
3. Provide immediate safe drinking water supply in disaster affected areas
4. Provide immediate safe drinking water supply for conduct of response activities at hospitals, emergency shelters, schools designated as shelters, relief camps

5. Provide latrines/sanitary latrines in Relief Camps quickly
6. Provide hygienic measures to keep Relief Camps free from outbreak of epidemics/health hazards
7. Assist line departments and agencies in identification sources of potable water
8. Undertake swift actions to restore damages lines
9. Restore all service for pre-disaster phase and maintain check on vital quality including bacteriological parameters.

Animal Husbandry & Veterinary Department.

Zone A. (Hollowgaon GP/ Ambikapur GP/Na-Sadiya GP/Sunpura GP)

Incharge: Dr. Rimjhim Mahanta, VO, 7576099421

Sl.No	Name	Designation	Contact number
1	Sri Harudhan Das	VFA	8876480417
2	Sri Dipon Medhi	VFA	9508623057
3	Sri Gourav Deori	VFA	7002898697
4	Koushik Ranjan Phukan	VFA	8486129338

Zone B. (Nagaon GP/Rajgarh GP/Kundil GP/ Borjia/Buraburi/Shantipur)

Sl.No	Name	Designation	Contact number
1	Dr. Dhruba Jyoti Konwar	VO	7086840222
2	Sri Achyut Kr Rajkhowa	VFA	7086365674
3	Sri Jayanta Dehingia	VFA	9435969716
4	Sri Jagadish Buragohain	VFA	9957854077
5	Sri Kuldeep gogoi	VFA	6002286668

Zone C. Amarpur GP, Incharge: Dr. Kowshik Poran Bordoloi, BVO, 8876191164

Sl.No	Name	Designation	Contact number
1	Dr Dondiram Malakar	VO	9435411751
2	Sri Manik Borgohain	VFA	9864832004
3	Sri Manash Jyoti Sonowal	VFA	9365841506

4	Sri Dipankar Buragohain	VFA	8638414705
5	Sri Akash Buragohain	VFA	6900939905

All the team will be under control of Sub-Divisional A.H & Vety. Officer, Sadiya

Medicine Store in-charge- Dr. Dandiram Malakar, VO (M), 9435411751 is engaged at store during flood and he will maintain the stock and supply vaccine and medicine etc to different zones in the emergency.

Role and responsibilities of the team.

1. Determine livestock population risk to various hazards
2. Identify list of possible shelter points
3. Maintain livestock update and list down essential supplies/equipment required in case of disaster
4. Plan response and recovery operations.
5. Encourage farmers for insurance of livestock.
6. Establish monitoring mechanism for disease control.
7. Identify shelter, fodder requirements, veterinary equipment.
8. Coordinate with wildlife department to take necessary measures and treatment of injured animals Manage livestock population in emergency period, provide treatment to injured animals.
9. Coordinate with agencies for supply and distribution of fodder and other materials.
10. Draw assistance from the local government and line agencies to dispose of carcass in a scientific manner, disinfection of contaminated areas
11. Draw measures for protection and care of abandoned livestock
12. Establish infrastructure support; include cattle camps, feeding centers, veterinary aid centers.

A.P.D.C.L

Responding Officer: Dipayan Singha, SDE, Chapakhowa ESO, APDCL, 9678694091

Control Room:

Sl.No	Name of control room	Contact numbers
1	Chapakhowa control room	9127828486/9127828488/8133895438/9127828483
2	Sunpura unnamed S/S	9127828489/9127828488

Staffs

Sl.No	11kv Feeder	Area/GP	Person name	Designation	Contact
1	Sunpura	Na-sadiya GP, Hollowgaon GP, Sunpura GP, ambikapur GP Etc.	Millon Buragohain	Sahayak	9127828489/8472947267
			Nitu Gogoi	Outsource worker	9864180454
			Bipin Boruah	Do	9957779642
			Bikash chiring Dhruba Sanatan	Do	9435964648 840281525 9365835464
2	Ghumtibill	Islambur, kundil nagar, nagaon GP, Bhatikhuti, Bishnupur, Pohukhowa, Haripur, Kalitabasti, disoi, ghurmura etc.	Nirangan Buragohian	Sahayak	9365541814
			Diganta konwar Nilobjyoti	Outsource worker	8486938767 9365226721
3	Chapakhowa Town Shantipur,(Nay	Entire town area	Chantra konwar	Outsource worker	8133895438/9707817069
4	anjyoti Konwar: 9101139159)	Shantipur GP	Astomvo	Outsource worker	9508778224/8133895438
		Borjhia GP	Pabitra lahon	Outsource worker	9508778224/8133895438
5	Borgorah	Buraburigaon, Rotanpur Asomiya, borgorah	Lohit gogoi	sahayak	7896217944
			Babul buragohain	Outsource worker	9101946561/7896217944

Role and responsibilities of the team.

1. Conduct vulnerability assessment of buildings and power infrastructure.
2. Determine fragility of infrastructure to hazard risks and determine mitigation and non-structural mitigation actions.
3. Establish mitigation fund and prioritize actions for risk reduction within the power sector.
4. Identify weak spots in allied/liked infrastructure or power dependent sectors and recommend actions.
5. Undertake emergency repair works as and when necessary.
6. Undertake rapid assessment/inspection of damage to power infrastructure.
7. Undertake emergency repair of damage poles/equipment.
8. Dispatch quick response teams for restoration of power lines.
9. Address disruption to lifelines- water, sewerage services and transport routes in association with line agencies and arrange for alternate power supply arrangements at critical facilities.
10. Restore power supply to key lifeline/emergency services such as health care, decision support buildings, industries and other infrastructures.
11. Take steps towards speedy repair and complete restoration of services.

P.W.D RURAL ROAD

Sri Sanjib Kr. Chetry, AEE, 9954561481, PWD will be the Nodal Officer.

Sri Akash Sah, AE, 6900770679

Sri Saranga Hazarika, JE, 8638280353

Sl.No	Name	Designation	Contact No.
1	Sri Ganapati Buragohain	SA	9954818749
2	Sri Promod Narah	SA	9957776630
3	Sri Pradeep Chetia	SA	9678426331
4	Sri Sailadhar Gogoi	SA	9435905141
5	Sri Benuranjan Gogoi	SA	9435426686

List of Contractor.

Sl.No	Name	Area	Contact No
1	Sri Sunil Shah	1A Contractor, 8 th mile	9707038161,8638919681
2	Sri Monoj Teli	1A Contractor, 8 th mile	6003720207,9954784203
3	MK Hatibaruah		9957398701
4	Pradeep Adhyapak		8638006714
5	Sri Sanjay Kumar Singh		9435037868
7	Sri Biswajit Gogoi		7403206666
9	Sri Ajit Singh		9508718310

Role and responsibilities of the team.

1. Maintain inventory list of all key equipment and tools that can be mobilized for response and recovery efforts.
2. Identify weak communication/infrastructure links and develop strategy to minimize disruption.
3. Undertake vulnerability assessment of assets and determine mitigation options.
4. Undertake prevention/protection/structural rehabilitation/retrofitting measures of critical infrastructure or connectivity links.

5. Undertake emergency repairs/shoring measures.
6. Determine routes for mobilization of resources.
7. Provide equipment support for search and rescue.
8. Coordinate the supply of goods and services, Clean and remove debris from communication infrastructure to ease flow of goods and emergency supplies.
9. Undertake damage assessment of lifeline infrastructure.
10. Coordinate temporary repairs to damaged infrastructure.
11. Establish missing road-links and to Create/Provide emergency access in areas which communication links are lost/ damaged severely during the event.
12. Undertake construction of temporary structures and supporting structures to provide basic services to the affected population.
13. Construction of emergency structures to control flood risk.
14. Supervise the civil work activities and ensure safe construction practices are streamlined during Recovery/Reconstruction phase.

P.W.D Building

Sri Krishna Kanta Das, AE will look after all the three zones under Sadiya Revenue Circle in case of any Disaster and he will be assisted by following staff of this Sub-Division as per the following plan.

Zone A.

Sector 1. Under Hollowgaon Panchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, AE, 6001028508	Tapan Mohan, MTS, 7086332835

Sector 2. Under Ambikapur Gaon Panchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, AE, 6001028508	Tapan Mohan, MTS, 7086332835

Sector 3. Under Na-Sadiya Gaon Panchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, AE, 6001028508	Udipta Moran, MTS, 6001314656

Sector 4. Under Sunpura Goan Pachayat

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, AE, 6001028508	Udipta Moran, MTS, 6001314656

Zone B

Sector 5. Under Nagaon Gaonpanchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Kamal Dhingia,O/P, 9864651898

Sector 6. Under Rajgarh Gaon panchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Kamal Dhingia,O/P, 9864651898

Sector 7. Under kundil Gaon panchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Hiteshwar Gogoi, S.A, 6000890114

Sector 8. Under Shantipur Gaon panchayat

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Hiteshwar Gogoi, S.A, 6000890114

Sector 9. Under Buraburi Goan panchayat

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Dhiraj Pathak, S.A, 9435815313

Sector 10. Under Borjhia Gaonpanchayat

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Dhiraj Pathak, S.A, 9435815313

Zone- C

Sector 11. Under Amorpur Gaonpanchayat.

Name of officer with Mobile number	Name of assisting staff with Mobile number
1. Krishna Kanta Das, JE, 6001028508	Bikash Pradhan, J.A, 8761989172

Water Resource Department.

Details of Officers at District Level.

Sl.NO	Name	Designation	Contact
1	Sri Pradip Das	Executive Engineer	9401000319
2	Sri Abhinash Kr. Das	Asst. Executive Engineer	7636854130

Chapakhowa and Sunpura section. (Doomdooma Sub-Division)

Sl.no	Name	Designation	Contact number
1	Sri Purna Kt. Gogoi	SA	9707709600
2	Sri Keshab Ch. Gogoi	SA	8822806378

Role and responsibilities of the team

1. To provide daily river water level data and rainfall data.
2. Activate flood monitoring in all flood prone areas and capture information through flood bulletin.
3. Establish coordination linkages with village teams for embankment Strengthening and safety.
4. Undertake mapping of vulnerable areas and risk spots.
5. Undertake flood protection and erosion management measures and to ensure safety of embankments and take immediate protection measures to prevent breach Construction/strengthening/maintenance of embankment and direct action towards ensuring embankment safety, undertake possible interventions to minimize further damage.
6. Watch flood protection work at all times, with support of locals.
7. Observe and collect local data to determine flash floods.
8. Undertake emergency and long term flood protection works and repairment of embankments.

Agriculture Department.

In-charge Officer: Sri Manas Jyoti Saikia, Sr.ADO, 8011350356

SL. NO	NAME	DESIGNATION	CONTACT
1	Sri Manik Chandra Kalita	A.E.A	9401480083
2	Sri Haramohan Gogoi	Grade-IV for Control Room	9127098875

Role and responsibilities of the team.

1. Assessment of damage to crops
2. Estimate needs for recovery
3. Discuss with the farming community through agriculture extension cell and support to conduct cleaning operations (to avoid long term water logging, salinity)
4. Provide technical support to prevent further damages and help restart agriculture/farming operations, restore soil conditions
5. Provide support and material inputs/farm implements to assist in recovery
6. Quantify loss estimates due to the event and suggest remedial/prevention measures
7. Depending on the intensity of the damage, establish a programme for agriculture rehabilitation
8. Ensure farmers are connected to the market (restore agriculture produce market)
9. Equip farmers with knowledge to deal with drought risks / hydro meteorological and climate related disaster.
10. Provide daily crop damage report to the Circle Officer during flood.

Medical and Health Department.

Na-Sadiya Zone.

Sl.No	Medical team	Designation	Contact number
1	Dr. Ranjan Kr. Kakoty	SDM&HO	9954552934
2	Lohit Deori (CHO)	Community Health Officer	9577511996
3	Anshuman Hazarika (CHO)	Community Health Officer	8724960453
4	Fakharuddin Ahmed	Pharmacist	9859620126
5	Pradip Gogoi	Grade IV	
6	Nabanita Kachari	GNM	7086367465
7	Lakhi Buragohain	MPW	7399314167

Chapakhowa Zone.

Sl.No	Medical team	Designation	Contact number
1	Dr Amar Jyoti Saikia,	M &HO	9435338916
2	Dr. Junuma Kachari	MO(AYUR)	9864060825
3	Dr. Udaditya Gogoi	O&G	7086669302
4	Bikram Gogoi	Community Health Officer	7002557411
5	Jintimoni Borah	ANM	7086227770
6	Gunita Deory	ANM	8812841136

Ghurmura Zone

Sl.No	Medical team	Designation	Contact number
1	Dr. Sonu Kr Pandey	MO(MBBS)	8811818684
2	Mexina Moran (CHO)	Community Health Officer	8133970129
3	Barna Borgaohain(CHO)	Community Health Officer	9707891902
4	Jitali Upadhyay	ANM	8473977125
5	PabitraSonowal	Vaccinator	9365077789
6	Goutam Borgohain	MPW	9707108773

Amarpur Zone.

Sl.No	Medical team	Designation	Contact number
1	Dr. Kinaram Doley	MO	8724957174
2	Prabin Rai	MPW	7896062172
3	PuspalataPegu	ANM	9864961524/9401452737
4	PriyambodaPegu	ANM	9401330275/8135051448
5	Bapuram Panging	SI	8472913277

Role and responsibilities of the team.

1. Set-up medical camps at the relief camps.
2. Assess the availability of medicine, ambulance services, equipment, instruments, medical experts, medical support staff and paramedics from time to time
3. Mobilize pre-determined teams (EMS Team) to address specific health care needs
4. Provide basic medical assistance to the injured and those in need of first-aid (pre-hospital care).
5. Prioritize patient management.
6. Establish field hospitals if the need arise.
7. Mobilize psycho-social stabilization team to the affected areas.
8. Manage infectious-diseases during emergencies, and arrange for quarantine.
9. Ensure that emergency communication is functional at all times, including.
10. Medical services (pharmacy, blood bank, paramedics, ambulance services).
11. Provide support in recovery operations.
12. Provide support to line departments in Recovery and Rehabilitation efforts of the communities.
13. Provide expert counseling/psychosocial support to disaster survivors.

Red Cross Society Sadiya Branch.

Flood Management Committee under Na-Sadiya GP.

Nodal Person- Sri Gunin Chutia, Secretary Red Cross Society, Sadiya (9435338951)

(Village covered- , 3rd mile,4th mile, 5th mile Lakhimpuria.)

Sl.No	Name	Designation	Contact number
1	Lakhi Borgohain	President	9954649912
2	Santoshi Sahani	Secretary	8486408067

Village covered-8th mile, Nadikiner, Kacharigaon, 9th mile relief basti)

Sl.No	Name	Designation	Contact number
1	Rajib Bora	President	9508687608
2	Prasanta Sonowal	Secretary	7086213712

Flood Management Committee under Kundil GP.

Sl.No	Name	Designation	Contact number
1	Nipen saikia	President	9508101110
2	Subhas Mallah	Secretary	9954365567

Flood Management Committee under Ambikapur GP.

Sl.No	Name	Designation	Contact number
1	Taraman Limbo	President	9577511977
2	Dipak Tamang	Secretary	9613097833

Flood Management Committee under Nagaon GP.

Sl.No	Name	Designation	Contact number
1	Pranab Buragohain	President	9435815506
2	Padmalal Sarma	Secretary	8472905853

Flood Management Committee under Rajgarh GP.

Sl.No	Name	Designation	Contact number
1	Munindra Buragohain	President	7638878106
2	Mrinal Buragohain	Secretary	8822043631

Flood Management Committee under Hollow Gaon GP.

Sl.No	Name	Designation	Contact number
1	Ananta Chetia	President	8134072350
2	Chandan Gogoi	Secretary	9577921288

Role and responsibilities of the team.

1. To support in search and rescue operations.
2. Provide basic medical assistance to the injured and those in need of first-aid (Pre-hospital care).
3. To create medical awareness at community level.
4. To coordinate with the Health Department.

Master Register for Relief Camp

Part A: Profile of the Camp Population :

Name of Village _____

Name of Mouza _____

Name of Police Station _____

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

Part B: Details of Relief / Aid

Details of Relief Items Distributed

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

Appendix –XIV

Doctors & Paramedical Staff duty register

Date	Name of the Doctor	Duty Hours		Name of the Nurses/Paramedical staff	Duty		Remarks	Signature of the Doctor or duty
		From	To		From	To		
1	2	3	4	From 5	6	7	8	9

EARTHQUAKE MITIGATION PLAN OF TINSUKIA DISTRICT

AWARNNESS CREATION & APPRAISAL OF SAFETY MEASURES:

The responsibility of creation of mass awareness and safety measures to be taken in the event of occurrence of devastation of an earthquake and appraisal of Dos and Don'ts in such a situation is entrusted to the following teams in their earmarked areas:

Sl. No	Members of teams	Area to be covered
1	(1)Circle Officer, Tinsukia (2)BDO, Guijan (3)BDO, Hapjan (4)Chairperson, Tinsukia Municipal Board	Tinsukia Rev. Circle
2	(1)Circle Officer, Doomdooma (2) BDO, Kakopathar (3)BDO, Itakhuli (4)Chairperson, Makum Municipal Board	Doomdooma Rev. Circle
3	(1)Circle Officer, Margherita (2)BDO, Margherita (3)BDO, Kakopathar (4)Chairperson, Margherita Municipal Board (5) Chairperson, Digboi Municipal Board	Margherita Rev. Circle
4	(1)Circle Officer, Sadiya (2)BDO, Sadiya (3)BDO, Saikhuwa (4)Chairperson, Chapakhuwa Municipal Board	Sadiya Rev. Circle

- The CEO, Zilla Parishad, Tinsukia is entrusted to the responsibility of issuing suitable instructions to all BDOs to convene at least one public meetings in each GP of every Block for creation of awareness over the matter of measures to be taken to remain safe from devastations and destruction caused by earthquake.
- In Municipal Boards areas such meetings shall be convened by the Chairperson of the concerned Municipal Boards.
- The Deputy Controller of Civil Defence, Tinsukia shall depute officials/trained volunteers to such meetings for demonstration of safety measures/drills.
- The Circle Officers shall ensure holding of at least on such meeting in each GP under their respective circles and submit reports in this regard to the District Commissioner, Tinsukia.
- The SDO (Civil), Margherita, Sadiya shall oversee the convening of such meetings under their respective sub divisions.

2 MOBILISATION OF VOLUNTEERS FOR RELIEF & RESCUE OPERATIONS:

- The responsibility of mobilization of volunteers for constitution of the Quick Response Teams for rescue and relief and tackling after-devastation-of- earthquake situation is entrusted to the Circle Officers of four Revenue Circles of the district.
- The Circle Officers along with the other officers, as entrusted to the duties of Awareness Creation and Appraisal of Safety Measures shall mobilize the volunteers for rescue and relief and tackling after-devastation-of- earthquake situation in their respective circles.
- One team of volunteers should be made ready in each GP member constituency area in the rural area. In urban area one team of volunteers should be there in each ward of the Municipal boards
- Assistance of the NGOs/Clubs/PRI representatives and Ward Commissioners of Municipal Boards/ Heads of Educational Institutions should be taken in constitution QRTs of volunteers.
- Members of VDP should also be included in QRTs.
- All QRTs should be asked to attend the public meetings to be convened for creation of awareness and appraisal of safety measures and tackling of after earthquake situation.
- Such QRTs should be pressed into service for rescue, relief and tackling after earthquake situation in the face of occurrence of disaster of earthquake.
- The Circle Officers shall submit reports in this regard to the District Commissioner, Tinsukia.
- The SDO (Civil), Margherita and Sadiya shall oversee the process of mobilization and finalization of teams of volunteers under their respective sub divisions.

3 IDENTIFICATION OF WEAK STRUCTURES ETC:

- The Asst Executive Engineer, PWD (Building), Tinsukia is given the responsibility of identification and inspection of week structures in the district and to submit report to this effect to the District Commissioner, Tinsukia immediately.
- In the matter of identification and inspection of week structures in Municipal Board/ Town Committees areas, the Asst Executive Engineer, PWD (Building), Tinsukia shall be assisted by the Chairperson of concerned Chairperson of the Municipal Boards.
- In rural areas, the technical staff of the office of the concerned BDO shall assist the Asst Executive Engineer, PWD (Building), Tinsukia in identification and inspection of week structures.
- All buildings of the educational institutions should be surveyed for their safety requirements.
- The Asst Executive Engineer, PWD (Building), Tinsukia shall also arrange to conduct RVS of all Govt buildings in the district.
- The Executive Engineers of PWD State Road Division, Tinsukia shall identify the narrow roads which impede movement of the rescue vehicles and shall take steps to broaden such roads.

EARTHQUAKE DISASTER MANAGEMENT-ROLE OF POLICE:

- The Superintendent of Police, Tinsukia and Sadiya Police District are entrusted to the responsibility of maintenance of Law and Order in the face of occurrence of devastation of earthquake.
- The Superintendent of Police, Tinsukia and Sadiya Police District shall take steps for checking the rumour mongers and activities of the anti social elements who may take the

advantage of the situation after occurrence of devastation of earthquake and indulge in lawlessness.

- All Officers-in-Charge of the Police Stations of the district shall be suitably instructed by The Superintendent of Police, Tinsukia and Sadiya Police District to assist the concerned Circle Officer in rescue, relief and tackling the after earthquake devastation situation.
- All members of VDP, registered under each Police Station, should be pressed into service for rescue, relief and for tackling the after earthquake devastation situation.
- All Officers-in-Charge of the Police Stations/Police Out posts shall coordinate with local Fire Service authorities to press fire tenders into service for rescue operations.

DUTIES ASSIGNED TO CIVIL DEFENCE DEPARTMENT:

- The Deputy Controller of Civil Defence, Tinsukia is entrusted with the responsibility of assisting the district administration in the matter of imparting training for rescue and relief operation in the face of occurrence of devastation of earthquake.
- The responsibility of pressing the trained volunteers of Civil Defence Organisation into actual rescue, relief operation and in tackling post devastation of earthquake situation is also vested to the Deputy Controller of Civil Defence, Tinsukia

ARMY/CRPF-DUTIES AND RESPONSIBILITIES:

- The Army authorities of 73 Mountain Brigade of Army, Laipuli shall be formally requested by the District Administration for assisting in rescue, relief and tackling other after-devastation-of- earthquake situation in the district in the face of occurrence of any devastating earthquake.
- Similarly service of CRPF stationed in the district shall be requisitioned by the district administration for assisting in rescue, relief and tackling other after-devastation-of- earthquake situation in the district in the face of occurrence of any devastating earthquake.
- The Engineering wings of the Army shall be pressed into service for rescue of the people trapped in debris or collapsed structures.
- The Medical Wings of the Army shall assist the district health authorities in providing medical relief to the affected people.
- The help of the Signal/Communication wings of Army/CRPF shall be taken for maintaining communication between affected places and district administration in the face of occurrence of any devastation of earthquake in the district.
- The Army/CRPF shall also assist district Administration in all other aspects of management of rescue, relief and tackling after devastation of the earthquake situation in the district.

7 DUTIES AND RESPONSIBILITIES TO FIRE SERVICE STATIONS:

- All Fire Service Stations in the district shall constitute Quick Relief Teams for station areas.
- The Fire Tenders in each Fire Service Station should be kept ready round the clock.
- In the hour of need the QRTs of Fire Service Stations shall be pressed into service for rescue of the trapped people.

8 DUTIES AND RESPONSIBILITIES OF DISTRICT MEDICAL AND HEALTH AUTHORITIES:

- The Joint Director of Health Services, Tinsukia is vested with the responsibility of arranging emergency medical services to the people affected in devastation of earthquake.
- All Ambulances (Health deptt owned and private) including Mritunjoy 108 shall have to be pressed into service for transportation of injured persons.
- LGB Civil Hospital, Tinsukia shall be notified as base hospitals.
- All hospitals of Army, PHCs, State Dispensaries, Mini PHC, and Subsidiary Health Centers will be made static first aid posts.
- The service of private hospitals, Nursing Homes shall also be utilised to meet the eventuality.
- Medical aid to the earthquake devastation affected people shall be arranged in two levels-(1) District and Sub Division level and (2) PHC area level.
- In District and Sub Division level the Joint Director of Health Services, Tinsukia and other respective SDM&HO shall keep the doctors and para medicos ready to be sent to different PHC in the hour of need in a short notice of time.
- The Joint Director of Health Services, Tinsukia shall keep sufficient stock of medicines and first aid accessories ready for dispatch in a short notice of time.
- In PHC level, sufficient stock of medicines and first aid accessories should be kept readily available.
- The First Aid Teams should be constituted in each PHC. In each First Aid Team there should have at least one Doctor, one Pharmacist, one Dresser, two ANMs and two Grade IV staff.
- In the event of occurrence of devastation of earthquake, one First Aid Team should stay back in the PHC and the other teams should rush to the affected places.
- Arrangement should be made to perform Post Mortem examination in PHCs and Mini PHCs.
- The Doctor i/c of all PHCs/ Mini PHCs should constantly remain in touch with concerned local Circle Officer and Officer-in-Charge of Police Stations for any kind of assistance and requisition of detailment of medical relief teams.

9 CAMPS / SHELTER TO AFFECTED PEOPLE- DUTIES AND RESPONSIBILITIES ASSIGNED:

- All Circle Officers shall identify open spaces and buildings for setting camps for providing shelter to the affected people.
- The CEO, Zilla Parishad, Tinsukia shall suitably instruct the Block Development Officers under his control to assist the Circle Officers to construct sheds for sheltering the affected people.
- The Chairpersons of the Municipal Boards shall also assist the Circle Officers to construct sheds for sheltering the affected people.
- The Block Development Officers and Chairpersons of the Municipal Boards shall also assist for boring HTWs and other sources of drinking water in the camps.

10 **ARRANGEMENT OF DRINKING WATER-DUTIES ASSIGNED TO PUBLIC HEALTH ENGINEERING DEPARTMENT:**

- The Executive Engineer of PHE, Tinsukia is entrusted to the responsibility of arranging safe drinking water for inmates of the relief camps/shelters.
- The PHE authorities shall keep stock of materials and technical experts ready for immediate repairing of damage of any of its water supply schemes in devastation of earthquake.
- The Executive Engineer of PHE, Tinsukia shall keep stock of sufficient nos of HTWs so that these can be bored immediately in relief camps.
- The PHE authorities shall also keep stock water disinfecting materials for purifying water of the existing sources.
- The complete responsibility in the matter of supply of safe drinking water to the affected people is entrusted to the Executive Engineers of PHE, Tinsukia.

11 **DUTIES ASSIGNED TO FOOD & CIVIL SUPPLY AND CONSUMER AFFAIRS DEPARTMENT:**

- The Deputy Director of Food & Civil Supply & Consumer Affairs Deptt, Tinsukia is entrusted to the responsibility of keeping sufficient stock of food grains and other materials that might be required to be provided to the inmates of camps/shelters.
- Sufficient quantity of packaged drinking water should also be kept ready.
- The Deputy Director of Food & Civil Supply & Consumer Affairs Deptt, Tinsukia shall constantly monitor the stock position of food grains in FCI godowns and private traders.
- On receipt of requisition from the District Commissioner, Tinsukia, the Deputy Director of Food & Civil Supply & Consumer Affairs Deptt, Tinsukia shall arrange to procure the food grain and other relief materials for dispatch to the affected areas.
- The Deputy Director of Food & Civil Supply & Consumer Affairs Deptt, Tinsukia shall also arrange to keep sufficient stock of petrol, diesel and kerosene oil.
- The Deputy Director of Food & Civil Supply & Consumer Affairs Deptt, Tinsukia shall also ensure that prices of the essential commodities do not shot up in the pretext of devastation of earthquake.

12 **MAINTENANCE COMMUNICATION –DUTIES ASSIGNED:**

- In face of occurrence of devastation of an earthquake the road communication of the district might be adversely affected resulting in disruption and delay in rescue and relief operation.
- To prevent such disruption and delay, the departments responsible for maintaining the roads are to be ready with men and materials for repairing of damaged of roads and bridges.
- The Executive Engineers of PWD, Road, Tinsukia are asked to examine the stretched of roads under the jurisdiction of their respective divisions.

- They shall identify vulnerable points of the roads and weak bridges, and should keep men and materials ready for immediate repairing of damages, if caused.
- In the devastations of the earthquake any road and bridge might be damaged. The Executive Engineers of Road, Tinsukia shall have to be prepared for repairing of such damages in a short notice of time.
- The CEO, Zilla Parishad, Tinsukia and the Chairpersons of the Municipal Boards shall also remain prepared for repairing of the damages of the roads and bridges under their respective jurisdictions.
- In the event of occurrences of devastation of an earthquake, the telephone communication in the district might be disrupted.
- The General Manager of BSNL, Tinsukia Circle shall keep men and materials ready for early restoration of mobile and land line telephone services of BSNL in the district immediately.
- The private mobile phone service providers shall also remain ready for early restoration of their respective services in the district.
- In the event of disruption of the telephones, both land line and mobile, the VHF of the Police Stations, Police Out posts, Army and CRPF Posts shall be utilized.
- To keep the VHF active in the event of devastation of an earthquake alternative sources of power should be kept ready in the Police Stations, Police Out posts, Army and CRPF Posts.
- In the event of failure of all systems of communications, the service of the human messengers shall be organized.
- The Circle Officers, Block Development Officers, Officers-in-Charge of the Police Stations and Police Out Posts shall accordingly identify persons to be drafted as such messengers. In the hours of need service of such messengers should be utilised.

13 DUTIES ASSIGNED TO THE DISTRICT TRANSPORT OFFICER:

- There would arise the need of good numbers of vehicles for effective relief and rescue operation in the face of occurrence of devastation of an earthquake.
- The District Transport Officer, Tinsukia is assigned the responsibility of providing all types of vehicles required for rescue and relief operation.
- The District Transport Officer, Tinsukia shall prepare a Master Register of all types of vehicles of the district. The other information like the name of owners of the vehicles and their addresses with telephone nos shall also be incorporated in the Master Register.

14 POWER SUPPLY- RESPONSIBILITY OF APDCL:

- Power supply is a prerequisite for uninterrupted providing of many essential services related to rescue and relief operation.
- The DGM, APDCL, Tinsukia is entrusted the responsibility of arranging power supply in the district.

- The DGM, APDCL, Tinsukia shall keep his men and materials ready for immediate repairing of any damage in the power supply system and installations in the district.
- Arrangement of alternative sources of energy should keep ready for running the power supply and installations of APDCL in the district.

15 ROLE OF DISTRICT ANIMAL HUSBANDRY & VETY OFFICER:

- The District Animal Husbandry & Vety Officer, Tinsukia is vested with the responsibility of arranging fodder for the domestic animals affected in the devastation of an earthquake.
- The District Animal Husbandry & Vety Officer, Tinsukia shall also be responsible for arranging treatment of domestic animals in the affected areas.
- The disposal of the dead animals/ carcasses shall also be the responsibility of the District Animal Husbandry & Vety Officer, Tinsukia
- For this purpose the duties and responsibilities shall be delegated to the Vety Assistant Surgeons of the State Vety Hospitals of the district.
- The Vety Assistant Surgeons of the State Vety Hospitals remain in touch with the concerned circle Officers.

16 DUTIES ASSIGNED TO THE WATER RESOURCES DEPARTMENT:

- The Asst Executive Engineer, Water Resources Deptt, Doomdooma Division is entrusted to the responsibility of repair of dykes/embankments of rivers due to devastation of the earthquake.
- Any obstruction created in the natural course of any river in the district shall be arranged to be removed by the Asst Executive Engineer, Water Resources Deptt, Doomdooma Division
- Asst Executive Engineer, Water Resources Deptt, Doomdooma Division shall keep men and materials ready for discharging such duties.

17 IDENTIFICATION OF SOURCES OF AVAILABILITY OF MATERIALS REQUIRED FOR RESCUE /REMOVAL OF DEBRIS:

- Different types of materials/instruments shall be required for rescue of trapped people/ removal of debris in the event of occurrence of devastation of an earthquake.
- The following officers are entrusted with the responsibility of identification of sources of identification of such materials/instruments.

Sl.No	Materials/instruments	Source	Officers entrusted
1	Excavators (JCB)	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia
2	Recovery Vans	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia

3	Road Rollers	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia
4	Tractors	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia
5	Water Tanks	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia
6	Iron cutting machinery	Govt	Executive Engineers of all Engineering Departments in the District
		Private	Dist Transport Officer, Tinsukia
7	Tractors	Govt	Executive Engineers of all Engineering Departments in the District
		Private	(1)Dist Transport Officer, Tinsukia (2)Dist Agricultural Officer, Tinsukia
8	GCI sheets/Tarpaulin sheets/Plastic sheets	Govt	(1)CEO, Zilla Parishad, Tinsukia (2)Executive Engineers of all Engineering Departments in the District
		Private	Dy. Director, F & CS & C Deptt Tinsukia
9	Torch Lights	Private	Dy. Director, F& CS & C Deptt Tinsukia
10	Dry battery cells		
11	Electric charged lights		
12	Patromax / hurricane lamps		
13	Candles		
14	Diesel run Gensets	Govt	(1) CEO, Zilla Parishad, Tinsukia (2)Executive Engineers of all Engineering Departments in the District
		Private	Dy. Director, F & CS & C Deptt Tinsukia

DISASTER MANGEMENT PLAN FOR HAZARDOUS INDUSTRIES OF TINSUKIA DISTRICT, ASSAM

INDEX

CHAPTER	SUBJECT
I	PREFACE
II	DISTRICT LEVEL PLAN
III	LIST OF MEMBER INDUSTRIES & OTHER IMPORTANT ORGANISATIONS IN DIBRUGARH & TINSUKIA DISTRICTS
IV	ROLE & RESPONSIBILITY OF THE CO-ORDINATORS IN EMERGENCY
V	RELEVANT DATA ON MEMBER INDUSTRIES <ul style="list-style-type: none">- INDUSTRY-WISE EMERGENCY SITUATIONS- RESOURCE AVAILABILITY (ON SITE & OFF-SITE) - DETAILS OF CONTACT PERSONS AND CONTROL ROOMS
VI	FINANCIAL ASPECT OF MUTUAL AID FOR ERP
VII	DO'S & DON'Ts
VIII	MSDS (Material Safety Data Sheet) of TOXIC AND HAZARDOUS CHEMICALS

CHAPTER –I

DISTRICT LEVEL CRISIS MANAGEMENT PLAN

TINSUKIA DISTRICT, ASSAM

MUTUAL AID FOR EMERGENCY RESPONSE PLAN (ERP)

1. PREFACE:

Crisis Management or Disaster Management has assumed significant importance in India following the catastrophic accident at Union Carbide factory at Bhopal and the many recent natural calamities like the earthquake that devastated Latur. From these experience it has been seen that promptness of damage control / rescue effort and if carried out in an organized manner the extent of damage and suffering could be mitigated. Preparedness for Disaster Management thus have started receiving due attention.

The district level plan for disaster management evolved herein for the hazardous industries located within the Tinsukia Districts, has been designed to :

- a) Minimize the risk of occurrence (Prevention)
- b) Rapidly contain the disaster (Emergency response)
- c) Effectively rehabilitate damaged area (Restoration)

The requirement of resources to manage a Crisis situation would depend on the type and magnitude of the emergency. In certain situation, in house resources would be adequate while in other situations; additional resources available from neighboring organizations may be required. With the latter situation in view, the Mutual Aid for ERP has been evolved for pooling resources to manage emergencies.

CHAPTER-II

1. THE DISTRICT LEVEL PLAN:

The District Level Plan is evolved to control any emergency situation a systematic manner. It is an attempt to pool together the cumulative past experience in planning available resources and their optimal use.

3759- ON- SITE EMERGENCY PLAN (INDUSTRY LEVEL)

It is essential that each industry should have its own On-site emergency plan. Such plan is to be exhaustive to protect life and property in case of emergency situation within the industry. The On- site Emergency Plan would also help to reduce confusion and also optimize utilization of resources when the neighbouring industries and other agencies come for providing assistance to the affected industry.

The Plan would cover the following types and causes of emergencies:

1.2 TYPES OF EMERGENCIES :

- a) In-Plant emergencies due to deficiencies in :
 - Operation
 - Maintenance
 - Faulty Design or equipment failure
- b) Emergencies in nearby industries and installations.
- c) Natural Calamities like:
 - Flood
 - Cyclone

- Earthquake

- d) Deliberate act of man:
 - Sabotage
 - Riot
 - War
- e) Debris falling from Aircraft / Rocket
- f) Effect due to explosion & vapour cloud from neighbouring industries.

1.3 **CAUSES OF EMERGENCIES:**

- a) Fire & Explosion
- b) Vapour cloud formation
- c) Release of toxic gases
- d) Oil Spillage
- e) Failure of Structures
- f) Flood / Cyclone
- g)

3760- The plan covers the following phases of Crisis Situations:

2. **WARNING PHASE**

Many disasters are preceded by some sort of warning. For example, with the aid of Satellite network of weather stations, many meteorological Disasters like cyclone, excessive rain etc. can be predicted and advance actions can be taken to counter them.

b) **PERIOD OF IMPACT**

This is the period when the disaster actually strikes causing crisis situations. Very little can be done to lessen the effects unless advance warning is received and action is immediately taken. The period of impact may last few seconds as in case of explosions or may prolong for a longer duration like fire, gas leaks, floods etc.

c) **RESCUE PHASE**

The rescue phase starts immediately after the impact and continues until necessary measures are taken to rush help to combat / contain the situation and to evacuate the affected people to safer places.

d) **RELIEF PHASE**

In this phase, apart from organizing relief measures internally, external help should also be summoned to provide relief measures such as food, medical relief, clothing and other shelter etc.

e) **REHABILITATION PHASE**

This is the final and the longest phase. It includes rebuilding damaged property, estimating the damages, payment of compensation, facilitating the displaced people in returning to / going to their homes and normalizing their lives etc.

LIST OF MEMBER INDUSTRIES & OTHER IMPORTANT ORGANISATIONS IN TINSUKIA DISTRICT

A) LIST OF MEMBER INDUSTRIES

1. Coal India Ltd., Margherita.
2. Indian Oil Corporation Ltd. (AOD), Digboi
3. HOEC Ltd, IOCL Road, Digboi
4. The Hindustan Unilever Limited, Doomdooma

B) LIST OF OTHER IMPORTANT AGENCIES

1. Tinsukia District Authorities
2. Civil Defence Authority, Tinsukia
3. Divisional Engineer, BSNL
4. Army Authority, Dinjan.
5. Inspector of Factories, Tinsukia
6. Directorate General of Mines Safety, Digboi
7. State Pollution Control Board, Dibrugarh.
8. St.Luke's Hospital Authority, Tinsukia
9. Lions Club
10. Rotary Club
11. Addl.CE, PWD,Buildings& Roads

CHAPTER –IV

ROLE & RESPONSIBILITY OF THE CO-ORDINATORS IN THE INDUSTRY

1. **CHIEF CO-ORDINATOR (i.e., Main person to Declare Emergency)**

A) When emergency occurs in own industry:

- Declare Emergency Situation.
- Will Establish Emergency Control Room.
- Will communicate with the district officials, neighbouring industries and other Voluntary organizations as deemed necessary.
- Will provide guidance to outside agencies and other Co-ordinators within the industry for speedy implementation of Crisis Management Plan.
- will approve release of information to Press/Mass communication media.
- Will Sort out the financial and legal matters with the member industries as per the plan.

B) When emergency occurs in neighboring industries:

- Will advise the respective Co-ordinator and 112 organize resources for necessary assistance to the effected industry.
- Will maintain constant liaison with the affected industry and provide any special assistance on request.
- Will sort out the financial and legal matters with the affected industry as per the plan.

2. RESCUE, RELIEF AND WELFARE CO-ORDINATOR

A) When emergency occurs in own industry:

- Will mobilize manpower, material for rescue and relief operation.
- Will organize and participate in the rescue / relief operation.
- Will liaise with district officials and other outside agencies to carry out the operation.
- Will identify the location of relief camps at a safe distance from the affected area.
- Will provide food / beverage, clothing at relief camp.
- Will contact relatives of affected persons.
- Will keep a close liaison with the Medical Relief Co-ordinator at the site of emergency and relief camps.
- Will arrange safe drinking water for all Personnel at relief camps.
- Will provide emergency communication system at site, supply of essential services /Facilities like electricity transport etc.

B) When emergency occurs in neighboring industries:

- Will mobilize the resources on advice from the Chief Co-ordinator. In the event of direct information from the affected industry, will obtain necessary approval from the Chief Co-ordination for resource mobilization.
- Will arrange for any additional assistance / resources on request.

3. FIRE FIGHTING CO-ORDINATOR

A) When emergency occurs in own industry:

- Will Co-ordinate entire fire control measures.

- Will requisition manpower, special rescue equipment, firefighting appliance/equipment from internal resources and outside agencies / member industries.
- Will ensure fire, water requirement at the site of emergency.
- Will monitor inventory levels of firefighting materials and special equipment.
- Will provide guidance to outside firefighting personnel.

B) When emergency occurs in neighboring industries:

- Will mobilize the resources on advice from the Chief Co-ordinator. In the event of direct information from the affected industry, will obtain necessary approval from the Chief Co-ordinator for resource mobilization.
- Will arrange for any additional assistance /resources on request.

4. MEDICAL RELIEF CO-ORDINATOR:

A) When emergency occurs in own industry:

- Will organize First Aid at the site of incidence.
- Will arrange treatment of serious casualties at the Hospital.
- Will arrange Ambulance Services.
- Will arrange extended hospital facilities at several other locations (e.g. Schools, Colleges etc.) if hospital is damaged or load is excessive.
- Will arrange life saving drugs/ medicines etc.
- Will liaise with Service Co-ordinator for additional vehicle.
- Will liaise with neighbouring Industries & Hospital like AMC, Dibrugarh, St. Luke's Hospital, Tinsukia, Army Hospital, Dinjan etc.
- Will draw additional manpower who are trained in St. John's Ambulance Association Certificate Course.
- Will liaise with Service Co-ordinator for emergency generator sets at site and at Hospital.
- Will arrange Extra beds, Oxygen cylinder etc.
- Will maintain casualty register regarding type of injury, number etc. including hospitalization and will Co-ordinate with police for completing the formalities for details, if any.

B) When emergency occurs in neighboring industries:

- Will mobilize the resources on advice from the Chief Co-ordinator. In the event of direct information from the affected industry, will obtain necessary approval from the Chief Co-ordinator for resource mobilization.
- Will arrange for any additional assistance / resources on request.

ROLE AND RESPONSIBILITIES OF DISTRICT AUTHORITIES AND OTHER OUTSIDE AGENCIES

A) DISTRICT COMMISSIONERS, TINSUKIA / DIBRUGARH DISTRICTS:

- Will instruct the police and Civil defence personnel to control public and help the Fire fighting, Rescue, Relief and Medical personnel to carry out their duties.
- Will depute Magistrate at the site of incidence.
- Will arrange the following from Industries, Government sources and other agencies :
 - I) Additional relief camp.
 - II) Manpower and material for relief camp.
 - III) Medical Aid facilities at site and other district hospitals.
 - IV) Additional transport, State fire brigade's assistance, police, Paramilitary & Army assistance.
 - V) Continuous supply of relief materials, food at temporary relief camp.
 - Will be in close liaison with army authority for additional help for manpower and material supply.
 - Will instruct BSNL or the similar service providing authorities to give top priorities to the key contact person's telephone numbers in case of emergency
 - Will arrange rescue /relief operation with the help of Civil Defence authority and other Social organizations, e.g., Lions Club, Rotary Club, Assam Sahitya Sabha etc.
 - Will be in close liaison with the Chief Co-ordinator (s) of the affected industry and other member industries for additional assistance as deemed necessary.

B) S.P. TINSUKIA:

- Will mobilize Police force on receipt of instruction from D.C. or request from the Chief Co-ordinator of the affected industry for Traffic control and priority for movement of the Fire Tender/ Ambulance etc.
- Will set up emergency communication system at site.
- Will cordon-off the affected area and disperse the unwanted crowd for easy Fire fighting, rescue and relief operations.
- Will keep strict Vigil against any sabotage.
- Will participate in rescue / evacuation operation in close liaison with the rescue, relief and welfare Co-ordinator of the affected industry.
- Will liaise with the Medical Co-ordinator of the affected industry for post mortem of the dead bodies, if any.
- Will set up Traffic control points to give priority for movement of fire tender / Ambulance etc.

C) DISTRICT GOVERNMENT HOSPITALS, ARMY AUTHORITIES:

- Will provide Medical personnel, Nurse, Essential drug etc. at the site of emergencies and at Relief camps as required depending on the severity of the situation.

- Will arrange treatment at respective hospitals for seriously injured patients.

- The Hospital authorities would be apprised of the affected industry.

D) OTHER SOCIAL ORGANISAION:

- Will participate in rescue relief and Welfare operation.

- Will provide relief materials, food /beverage etc. to the affected personnel.

- Will provide assistance as advised by DC or Chief Co-ordinator of the affected area.

CHAPTER –V

RELEVANT DATA ON MEMBER INDUSTRIES

A) **INDUSTRY-WISE POSSIBLE EMERGENCY SITUATIONS:**

Types of Disaster	OIL	IOC (AOD)	CIL	NTPS (ASEB)
1. Uncontrolled Release of Toxic Chemicals.	x		x	x
2. Uncontrolled Release of Highly flammable material like LPG. Natural gas Crude Oil etc.			x	
3. Fire / Explosion.				
4. Oil / Gas Blow outs.		x	x	x
5. Fire / Explosion at cross country Locations.			x	x
6. Natural Calamities				

**B) RESOURCE AVAILABILITY : ON-SITE & OFF
SITE: B- 1 FIRE FIGHTING:**

APPLIANCES & MANPOWER	INDUSTRIES																BCPL	
	OIL DULIAJAN		IOCL DIGBOI		CIL MARGHERI TA		BVFCL NAMRUP		APL NAMRUP		NTPS NAMRUP		AGCL DULIAJAN		NEEPCO KATHALG URI		LEPETKATA	
	On Site	Off Site	On Site Avail able	Off Site SPA RAB LE	On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site	On Site	Off Site
FOAM TENDER	5	1	4	1	-	-	1	-	1		-	-	-	-	1		-	-
WATER TENDER	2	1	2	1	-		2	1	-	-	-	-	1	1	1	1		02
DCP TENDER	2	1	1	-	-		-	-	-	-	-	-	-	-	1			--
TRAILER PUMP	3	1	----	--	-		1	-	-	-	-	-	1	1	1			--
FIRE HOSE LENGTH (M)	4000	800	1500	450	-		550	150	2000	500	70	70	600	100	900	400	3000	300

FOAM STOCK (KL)	30	5	118	10	-		1.5	0.6	3.5	1	-	---	--	--	2.5	1	2410	21
PORTABLE PUMPS	2	--	2	-	-		1	-	--		--	---	--	--	-		01	01
B.A.SETS	8	2	30	4	28	13	4	2	2	-	-	-	-	-	18	6	24	01
OFFICER	6	1	5	--			1	----	1	---	-	--	1	--	1	-----	14	00
CREW MEMBER	42	6	30	4	-		33	AS REQD	16	4	4	2	13	3	13		46	03

B-2 DISTRICT LEVEL FIRE FIGHTING RESOURCE AVAILABILITY**STD Code :****Tinsukia -0374,****Dibrugarh – 0373****Doomdooma – 0374****Naharkatia – 0374****Moran-0375**

Appliances, Manpower & Telephone Nos	Dibrugarh,Tinsukia,		Doomdooma	Naharkatia	Moran
	F/Stn.	F/Stn	F/Stn.	F/Stn.	F/Stn.
Telephone Nos.	20352	20101	323	100
Foam/Water Tender	1	1
Water Tender	5	2	2	2	2
Fire Hose (mtrs.)	5100	4620	1875	2300	1875
Trailer pump
Portable pump	1
Foam compound
Jeep fire engine	1
B.A.Sets	2	2	2	2
Crew members (including officer)	21	21	15	17	15

B -3 MEDICAL:

APPLIANCE S & MANPOWER	INDUSTRIES																	
	OIL		IOCL DIGBOI		CIL MARGHERITA		BVFCL NAMRUP		APL NAMRUP		NTPS NAMRUP		AGCL DULIAJAN		NEEPCO KATHALGUR I		BCPL Lepetkata	
	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE
NO OF BEDS	160	10	180	20	110	10	60	10	3	---	12	3	8	3	4	2	2	-
DOCTORS	26	4	12	2	15	2	6	AS REQD	3	---	1	1	1	---	1	----	4	-
NURSING STAFF	42	4	24.	4	19	5	18	AS REQD	3	----	7	2	2	1	2	--	4	1
AMBULANCE	3	1	2	1	3	1	2	1	1	---	1	---	2	1	1	---	1	-
LIFE SAVING DRUGS	-	AS REQD	-	AS REQD	AS REQD	AS REQD	-	AS REQD	-	AS REQD	AS REQD	AS REQD	-	AS REQD	-	AS REQD	AS REQD	AS REQD

NOTE: ONE MOBILE DISPENSARY IS AVAILABLE WITH CIL, MARGHERITA

B -4 TRANSPORT:

APPLIANCES & MANPOWER	INDUSTRIES																BCPL	
	OIL DULIAJAN		IOCL DIGBOI		CIL MERGHERITA		BVFCL NAMRUP		APL NAMRUP		NTPS NAMRUP		AGCL DULIAJAN		NEEPCO KATHALGURI		Lepetkata	
	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE	ON SITE	OFF SITE
BUS	10	4	3	1	8	2	2	1	1	----	1	-	3	---	--	---	04	-
TRUCK	6	2	4	2	4	2	1	1	----	---	1	---	---	---	2	---	--	--
JEEP /PICK UP VANS	10	5	4	2	3	1	2	1	1	---	8	2	7	2	3	---	12	02
MOBILE CRANES	4	2	2	1	2	1	1	1	--	---	1	----	---	----	---	----	--	--
BULL DOZER	---	---	----	-	1	1	1	1	--	---	---	----	---	----	---	-----	--	--

NORTH EASTERN COAL FIELDS**COAL INDIA LIMITED, MARGHERITA**

STD CODE : 03751 (BSNL)
EPABX NO. : 03751-220329
FAX NO. : 03751-220354

LIST OF CONTACT NUMBERS OF KEY PERSONAL

SL No.	NAME / DESIGNATION	CO-ORDINATOR	TELEPHONE NO		Mobile No.
			OFFICE	RESIDENCE	
1.	Dr. D.Sarkar, General Manager	All aspects	03751- 220283		9435476545
2.	Dr. Ronjit Dutta General Manager (P)		03751- 220373		9435593542
3.	Sri B B Das Technical Head		03751- 220250		9435138189
4.	Dr. Robin Saikia, Chief Medical Officer		03751- 220373		9435138076

LIST OF CONTACT NUMBERS OF KEY PERSONAL (ALTERNATE)

SL No.	NAME / DESIGNATION	CO-ORDINATOR	TELEPHONE NO		Mobile No.
			OFFICE	RESIDENCE	
1.	Dr. RonjitDutta General Manager (P)		03751- 220373		9435593542
2.	Shri A Billy, Asst. Manager (HR/P)				9957055278
3.	Dr. B. K. Das, Dy. CMO				9435138041

DISASTER MANAGEMENT AUTHORITY

IOCL (AOD), DIGBOI

(DIAL "01" TO ENTER FROM OIL TO AOD NUMBER)

STD CODE : 03751

DISASTER CONTROL ROOM : 3838, 3939 (AOD); 265304 (BSNL)

FIRE STATION CONTROL ROOM : 3300 /3333/ 3334 (AOD)

: 03751-264453 (BSNL)

NAME / DESIGNATION	CO-ORDINATOR	TELEPHONE NO	
		OFFICE	RESIDENCE
Sri S S Kumar, GM (FS)	Chief Incident Controller	(03751) 26-3332 09435137943	(03751) 26-2332
Shift Officer	Alt. Chief Incident Controller	(03751) 26-3340 09435594020	
Sri Pradeep Kumar, Manager (F&S)	Mutual Aid Co-ordinator	(03751) 26-3338 0996602008	(03751) 26-2338
Sri Arup Bhagawati Dy. GM (HR)	Alt. Mutual Aid Co- ordinator	(03751) 26-9421	(03751) 26-2116 94355-92803 (M)
Shri A Mojumdar	DGM (H&SE)	(03751) 26-3571 9435490240	9435199349
Dr. Rajdeo Gope	Manager (HSE)	(03751) 26-3575 9435594922	8638502693

OIL INDIA LIMITED, DULIAJAN

STD CODE: 0374

CONTROL ROOM : 7290 (OIL), 8888 (OIL), 2800542 (BSNL)

FIRE STATION CONTROL ROOM: 7333 (OIL), 2800444, 2801795 (BSNL)

NAME / DESIGNATION	CO-ORDINATOR	TELEPHONE NO	
		OFFICE	RESIDENCE
Sri D K Das, RCE	Chief Coordinator	6100 (OIL) 2800525 (BSNL) 7086019756	6252 (OIL)
Sri B Lahkar ED (ES, IC & DOR)	Service	7120 (OIL) 9954486582	6205 (OIL)
Dr. P.P Baruah GM-MS	Medical Aid & Relief	6350 (OIL) 94350-34836	8151(OIL)
Sri R K Singh GM (Fire Service)	Fire Fighting	0374-2807330(O) 9435532813	7547(OIL)

Hindustan Oil Exploration Co. Ltd., Digboi

STD CODE : 03751 269911 (BSNL)

LIST OF CONTACT NUMBERS OF KEY PERSONAL

SL No	NAME / DESIGNATION	CO-ORDINATOR	TELEPHONE NO	
			OFFICE	RESIDENCE
1	Shri Debashish Gupta, Chief Resident Manager, Mines Manager	Main Incident Coordinator	+919957181107	+918486001593
2	Shri G K Panigrahy, Head-Operation	Incident Coordinator	+919127810714	+919778305251

CHAPTER –VI

FINANCIAL ASPECTS OF MUTUAL AID SCHEME FOR ERP:

FIRE FIGHTING

Rs. 1200/- per hour per fire tender including manpower and cost of the consumable like foam, dry powder etc. at the rate at which the industry purchased last.

MEDICAL

Rs. 800/- per hour per Medical team including cost of per Ambulance and paramedics excluding the cost of the medicine.

TRANSPORT

Light Vehicles –Rs.200/- per hour

Heavy Vehicles – Rs.600/- per hour

CHAPTER-VII

DO'S AND DON'TS

1. DOS

- Release only authorized, verified written information
- Keep accurate records and logs of all enquires and new coverage.
- Escort the press and Government agencies to the nearest safe place at the emergency site.
- Have a designated spokesman.
- Know what information can and what cannot be released.

2. DON'TS

- Spread rumours
- Speculate on the causes of an emergency.
- Speculate on the resumption of normal operation.
- Speculate on the outside effects of emergencies.
- Speculate on the value of losses and damages.
- Interfere with the legitimate duties of media representatives.
- Place blame of emergencies.
- Crowd in the affected area (those who have no role assigned in the disaster plan should keep away from the emergency)

CHAPTER –VIII

Material Safety Data Sheet of Toxic and Hazardous Chemicals

Name of Chemical	Chemical Composition	Physical State	Toxicity	Health/Fire/Explosion Hazard	Occupational Control Measures	Handling Storage	Antidote
Hydro-Chloric acid	HCL S.G. 1.2 Non Combustible	Liquid	Severe	Inhalation Skin & Eye contact	Worker should use acid resistance PPE including Chemical goggles and respirator	Store in Cool area, in closed container away from water & strong alkalis	Affected area should be immediately cleaned with cloth & water. If inhaled he should be removed from the area & put in the care of a physician.
Methanol	CH ₃ OH FP- 18.3 V.D- 1.11 SG- 0.8 EL(L)- 6% EI(U)- 36% Flammable	Liquid	Severe to moderate	May cause irritation to the skin, eyes on contact. The liquid is flammable at normal room temp. It evolves vapours which from explosive mixture over a wide range of Concentration.	Proper PPE to be used. General ventilation of the area should be adequate where workers work.	Being a Moderate explosion hazard keep container closed away from heat, Spark & flame. Use spark proof tools.	Remove the person to an open & fresh area. Splash of methanol in the eyes should be irrigated immediately
Ammonia	NH ₃ S.G.- 0.817	Easily liquified gas	Severe	Irritates Skin, Eyes & upper Respiratory	Escaping NH ₃ in the atmosphere		

	V.D- 0.77 EL(L)- 16% EL(U) -25% Froms Explo sive mixtur e is air			tract.	May reach explosive limits. Process plant should therefore be installed in the open air at a safe distance from equipment.		
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Note: S.G. – Specific Gravity

V.D. – Vapour Density

EL (U) – Explosive Limit (Upper)

EL (L) – Explosive Limit (Lower)

F.P. – Flash point.

Sulphuric Acid	H2S04 S.G.-1.8 Non Flammab le Toxic	Liquid	Severe	Irritation of Mucous membrane s of eyes and respiratory tract	PPE like rubber hand gloves, goggles, gumbuds, should be used Respirator to be used in case of acid fumes or mist.	Adequate ventilation when stored	Safety Showers & Eye. Fountains capable of supplying large quantity or water under moderately high pressure for Immediate flushing of affected parts of the body.
Carbon Monoxide	CO V.D.-0.96 EL(L)-12.5% EL(U)-74.2% Inflammab le May form explosive Mixture poisonous	Gas	Harmful under unusual condition or over-whelmin g dosage & can cause death.	Causes Asphyxia	Use respirator BA sets in contaminat ed area.	Container s of CO should have Effective monitoring to check CO leaks at regular intervals. Proper Ventilation should be Provided.	Person to be removed & exposed to fresh air. If breathing stops resuscitatio n should be started. Absolute rest in bed is necessary.
Chlorine	CL2 V.D.-2.49 Explosive in Presence Of Hydrogent Toxic	Gas	Severe	Irritates the eyes & respiratory tract.	Use chlorine gas mask Of self contained breathing apparatus.	In steel cylinder in the form of pressurize d liquid. Also in Steel drums, Colour yellow.	Administer oxygen give artificial respiration. Keep warm. Obtain medical attention. Remove to Hospital.
Hydroge n	H2 V.D-0.069 EL(L)-4.1% EL(U)-74% Highly explosive	Gas	Severe	Gaseous hydrogen in large quantity is asphyxiatin g. It can easily ignite & explode.	Use air mask or Breathing apparatus wherever necessary.	Adequate and sufficient ventilation should be Provided in the area where it is Stored and should be kept way From heat & flammable	Remove the person to an open area & fresh area. Administer artificial respiration if the breathing is interrupted.

						materials	
Formalin	HCHO	Gas at room temperature	Moderate to Severe	Irritation of digestive system, skin, eyes & respiratory tract Flammable & vapours may form explosive concentration in air.	PPE to be provided	Good ventilation should be provided where formaldehyde is stored. Storage tank should have vents For cleaning. Storage tank should be adequately grounded.	Should swallow milk or water & vomiting to be induced Contaminated skin to be washed with water.



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

Oil India Limited

(A Government of India Enterprise)

ON SITE EMERGENCY RESPONSE PLAN

CONTENTS

CHAPTER NO.	SUBJECT
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I	INTRODUCTION
II	CHIEF & MAIN COORDINATORS ORGANOGRAM
III	ROLE OF COORDINATORS
IV	CONTTROL ROOM
V	Key Personal- Organogram & Action Plan For Rescue Relief, Repairs, Facilities and Restoration
	a) Fire Control Measures
	b) Medical Relief Measures
	c) Drilling and Workover Installations
	d) Central/ Eastern/ Western/PSS & OGPS
	e) LPG Recovery & Filling Plant
	h) Essential Services
VI	DO's & Don'ts
VII	Conclusion

INTRODUCTION

Every Industry, particularly those handling hazardous items in bulk quantities like in petroleum Industry, should strive to establish the best systems and operating procedures for ensuring all the time safety. We, in Oil India have over the years established systems and facilities in such a manner that all time safety is ensured to the maximum extent. This is being done with the concept that all industrial and work accidents are avoidable.

While we continue to take steps and measures as mentioned above, we cannot rule out the probability of occurrence of an incident having disastrous consequences to our operations. The Northeast being an earthquake prone area, the disaster potential of a major earthquake or unprecedented heavy floods thereby causing major disruption of operations and distress to large number of people in and around our operational areas are examples of such crisis situations we may be called upon to confront and handle effectively.

It may be mentioned that we have successfully managed to overcome crisis of type or other on different occasions in the past, which goes to say that our systems and facilities have the inherent strength to meet such crisis situations. However, proper documentation of the existing procedures would help to streamline our preparedness to face disasters and manage the crisis effectively.

The documented plan envisages the following:

- i) Proper procedure for declaration on the crisis.
- ii) Identification of coordinators and their role.
- iii) Communication of the crisis down the line to concerned personnel.
- iv) Setting up of control rooms.
- v) Identification of disaster potential sectors and key persons involved.
- vi) Action plan for rescue, relief, salvage, repair and restoration taking the assistance from all the people including Mutual Aid from nearby industries.

While the key document may not be exhaustive, it is complete with the supporting documents already in practice with us. The key factors of the plan properly updated and with regular drills would definitely go a long way in combating the crisis.

The primary objective of the plan is to organize rescue, relief, fire fighting and medical relief drills operations on top priority. At the same time, efforts to normalize production operations progressively would also continue.

The plan would cover the following types and causes of emergencies.

TYPES

3761- In plant Emergencies due to deficiencies in Operation

- Maintenance
- Design or Equipment failure

(1) Emergencies in nearby Industry and Installations.

(2) Natural Calamities like

- Flood
- Cyclone
- Earthquake

D. Deliberate acts of man

- Sabotage
- Riot
- War

E. Debris falling from Aircraft/ Rocket

CAUSES

- (ii) Fire and Explosion
- (iii) Vapour Cloud formation
- (iv) Release of Toxic Gases
- (v) Oil Spill
- (vi) Failure of Structures
- (vii) Flood / Cyclone

This plan is made as model plan for our operations at Duliajan and surrounding areas. The coordinators and key personnel mentioned in the above plan would work out detailed manual to cover all individual operations. Similarly the respective Mines Managers would work out similar plans for their areas of operation.

THIS 'ONSITE' EMERGENCY RESPONSE PLAN' WOULD SERVE AS BASIC DOCUMENT FOR DISTRICT LEVEL OFF SITE EMERGENCY RESPONSE AND MUTUAL AID PLANS FOR HAZARDOUS INDUSTRIES IN DIBRUGARH & TINSUKIA DISTRICTS.

**(iii) – CHIEF & MAIN
COORDINATORS
ORGANOGRAM**

CHIEF & MAIN CO-ORDINATORS

ORGANOGRAM

CHIEF CO-ORDINATOR

Shri Atindra Roychoudhury

RCE (9435038038)

Office
OIL - 7201

Residence
OIL - 6252

**ENGINEERING
SERVICES
COORDINATOR**

**PRODUCTION SERVICES
COORDINATOR**

ASSET COORDINATOR

**ADMINISTRATIVE &
WELFARE
COORDINATOR**

**MEDICAL RELIEF
COORDINATOR**

Residence

Office

Residence

Office

Residence

Office

Residence

ice

OIL - 7120

OIL - 6205

OIL - 9125

OIL -

OIL - 6445

OIL - 8180

OIL - 23020177

OIL -

Office

Residence

Mobile: 9954486582

Mobile: 9435038038

Mobile: 9957202014

Mobile: 9435038601

OIL - 6350

OIL - 8151

Mobile: 9435034836

SAFETY & ENVIRONMENT

DRILLING & WORKOVER

COORDINATOR

OPERATION GROUP

COORDINATOR

COORDINATOR

Office Residence

Office Residence

Office Residence

OIL -6888 OIL -8145

OIL -6109 OIL -8615

OIL -7247 OIL -7541

Mobile: 9954227918

Mobile: 9435004216

Mobile: 9435005053

III- ROLE OF CO-ORDINATORS

ROLE OF CO- ORDINATORS (KEY PERSONNELS)

CHIEF CO- ORDINATOR

Declares Crisis / Emergency situations.[]

Communicates with CMD / Ministry. State Govt. high officials and releases information's to Press / Mass communications Media.[]

Directs main Coordinators as deemed necessary arising out of Crisis situations.[]

B. ENGINEERING SERVICES CO-ORDINATOR

Provision of emergency communication.[]

Maintenance and supply of essential services facilities like Water, Electricity, Gas, and Transport.[]

Ensures provision of material, repair facilities at workshop.[]

Provision of temporary accommodation, repair / Restore roads & Bridges,removal of Debris etc.[]

C. PRODUCTION SERVICES CO-

ORDINATOR

Assesses damages to any PSS, GMS, or O&GPS installations.[]

Arranges Isolation, Salvaging of the affected installation.[]

Coordinates with Asset Managers for services related to repairs and restoration of production and supply of Crude Oil, Natural Gas and LPG.[]

Ensures uninterrupted supply of oil and gas to customers.[]

2. ASSET CO-ORDINATORS

Assesses the damages to any oil and gas installations.[]

Arranges Isolation, Salvaging of the affected installation.[]

Coordinates with Production Services for taking remedial action and ensuring restoration of production and supply of Crude Oil, Natural Gas, and LPG.[]

3. ADMINISTRATIVE & WELFARE CO-

ORDINATOR

Coordinates for security arrangements.

Liases with Police and District Civic authorities.

Co-ordinates with GM (MS) & DGM(ER) for Rescue, Shelter and Medical relief operations.

Informs the voluntary organizations to assist for rescue and relief operations.

Public relations.

MEDICAL RELIEF CO- ORDINATOR

Organizes First Aid at the site of incidence.[]
Arranges Ambulance Services.[]

Medical relief camp in Oil Hospital and arranges extended services under Mutual aid scheme with the Neighboring Industries and Civil Hospitals.[]

DRILLING & WORKOVER CO-ORDINATOR

Assesses damages to drilling/workover installations.
Arranges salvaging of the affected installation.

Act as Chief co-ordinator till arrival of RCE / ED as the case may be.
Guide Fire Service, Security, and Ambulance at site.

EMPLOYEE RELATIONS & WELFARE CO- ORDINATOR

To participate in rescue and relief operations.

To contact relatives of affected persons and provide Food/
Beverage etc. at relief camp.

Contacts Union Officials.

SAFETY & ENVIROMENT CO- ORDINATOR

Co- ordinates for fire control measures.[]

To liaise between the main Co- ordinators.[]

To liaise with statutory Safety & Environment authorities i. e. Mines Safety Directorate, Petroleum & Explosive Safety Organisation, State/ Central Pollution Control Board, OISD etc.[]

To liaise with members of mutual aid scheme i.e. BVFCL- Namup, IOC (AOD) Digboi, AGCL- Duliajan, APL- Namrup, NEEPCO- Kathalguri, CIL-Margherita NTPS- Namrup.[]

2. FINANCE CO- ORDINATOR

To give finance support for all activities arranged by Main Co- ordinators.[]

OPERATION GROUP CO- ORDINATOR

To co-ordinate activities of Well control measures in case of impending blowout or blowout with or without fire.[]

Coordinate with ONGCL for emergency support.[]

To liaise with Services Co-ordinator for fire control measures and emergency standby duty.[]

IV- CONTROL ROOMS

**COMMUNICATION IN CASE
OF
EMERGENCY**

**THROUGH OIL TELEPHONE
DIAL CENTRAL FIRE STATION**

	DULIAJAN	MORAN	DIGBOI	KHARSANG
OIL	7333	4233	4522	4622 (Geo-Enpro) 4611 (Kharsang)
BSNL	0374-280444 0374-2801795	03754-224063	037751-264453	--

**INFORM NEAREST POLICE STATION
FOR COMMUNICATION
TO
DULIAJAN/ MORAN / DIGBOI/ KHARSANG POLICE STATION**

EMERGENCY CONTROL ROOMS

- g) In case of any fire the Central Fire Station would serve as the "CONTROL ROOM" and GM (HSE) would take charge and coordinate activities from the Control Room depending on Severity of situation.
- h) In case of any Operational contingency in the production system, MCS SCADA or Gas Field Emergency Control Room would serve as the Control Room. GM (GMS) or DGM (GMS) would take charge and coordinate the operation depending upon severity of situation.
- i) In case of any operational contingency in Oil Production installation, OCS-5 would serve as Control room, General Manager (PSS) or DGM (PSS) would take charge and co-ordinate the operation depending upon severity of situation.
- j) In case GCS-5 is affected due to Fire / Explosions Central Fire Station would serve as the Control Room for 2 & 3.
- k) In case of major crisis linking many installation involving injury to personnel, relief etc. Disaster Control Room at S&E department would be declared by RCE / Head of Fields as the main Control Room and accordingly Nos. of additional phones, satellite connections would be notified.
- l) In case emergency situation of Drilling / Work over well the Radio Room inside the Industrial area (near the drilling yard) would serve as Control Room.

Sl. No	CONTROL ROOMS	PHONE NUMBERS
1	Central Fire Station	7333 (Fire Call Only)
		7330/7331/7334
		7332/7336
		BSNL- 0374-2800444/2801795
2	Disaster Control Room (S&E)	8888
		BSNL- 0374-2804888
3	General Enquiry Services	7396/7389
4	Medical Relief & Services	6361
5	OCS-5	6465
6	Production Gas Office	6418/6412/6416
7	Emergency at Drilling/ Workover Well	6514/6883

V- KEY PERSONNEL

A.FIRE CONTROL MEASURES

FIRE CONTROL MEASURES

ORGANOGRAM

INCHARGE OF ENTIRE FIRE FIGHTING OPERATIONS

CGM (HSE), HOD (S&E)

Office

OIL – 7290

BSNL – 2800542

MOBILE: 9435392860

Residence

OIL – 8165

BSNL – 2800542

GM – FIRE SERVICE (KEY CONTROL), Site In-charge

Office

OIL – 7330

BSNL – 2800444

MOBILE: 9435532813

Residence

OIL – 8165

BSNL- 2800444

DGM (S&E)

Office

Residence

OIL – 7294

OIL – 7515

MOBILE: 9435038947

Office

Residence

OIL – 7331

OIL – 7515

MOBILE: 8135049583

RESOURCES
(Fire Control Measures)

Equipment/Material/Manpower	Total	Duliajan	Moran	MNBM
Manpower	68	47	16	5
Gypsy/ Contractor's Jeep & Tata Mobile	4	3	1	~
Fire Appliances				
Foam / Water Tender	8	5	2	1
Water Tender	3	1	2	~
Foam / Nurser	1	1	0	0
D. C. P. Tender	3	2	1	0
Jeep Fire Engine	NIL	NIL	~	~
T. F. P.	8	5	2	1
Portable Pump	3	2	1	~
Fire Equipment				
HOSES: 63 mm- 22.5 mtr.	163 Nos.	150 Nos.	08 Nos.	05 Nos
HOSES: 63 mm- 15 mtr.	Nil	Nil	Nil	Nil
Nozzle				
Foam Branch, F. B. – 10	22	10	10	2
Foam Generator No. 10	5	2	2	1
Foam Generator No. 5	8	5	2	1
Foam Compound	27 KL.	20 Kl.	5 KL.	2 KL.
Compressed Air B.A. Set	8	6	2	~
Power Generator (Required / Exiting)	2	2	~	~

RESPONSIBILITIES

(Fire Control Person)

- h) Overall in charge of entire Fire Fighting / Rescue operations.
- i) Augmentation of Water supply arrangement at site. Shall inform concern persons as per identified list.
- j) Shall liaise with Installation Managers/ In charge of affected areas/ Zones and other coordinator of Civil Defense.
- k) Shall decide on the requirement of mutual aid and shall inform ED (FHQ-A), who in turn will contact the mutual aid members and Mines Directorate/ pollution Control Boards/ other statutory authorities.
- l) Deploy the manpower internally and from Mutual aid sources, Civil authorities, Army personnel for the fighting operations.
- m) To contact Moran and A.P Field fire Service to send Firefighting Appliance as deemed necessary.
- n) To contact GM (MS) for medical aid to the injured.
- o) To contact CGM (Admin/ PR) and CGM- HR, Employee Relation for rescue and relief operations simultaneously at the site.
- p) Apprise main Coordinators the Situation for additional help as and when required.

HINDUSTAN UNILEVER LIMITED, DOOMDOOMA FACTORY

- **Site Safety Hazard briefing**
- **Site overview & Factory Passport**
- **Safety Priorities.**
- **Hazard & contingency Plan.**
- **USLP**
- **COVID-19**

Safety Overview

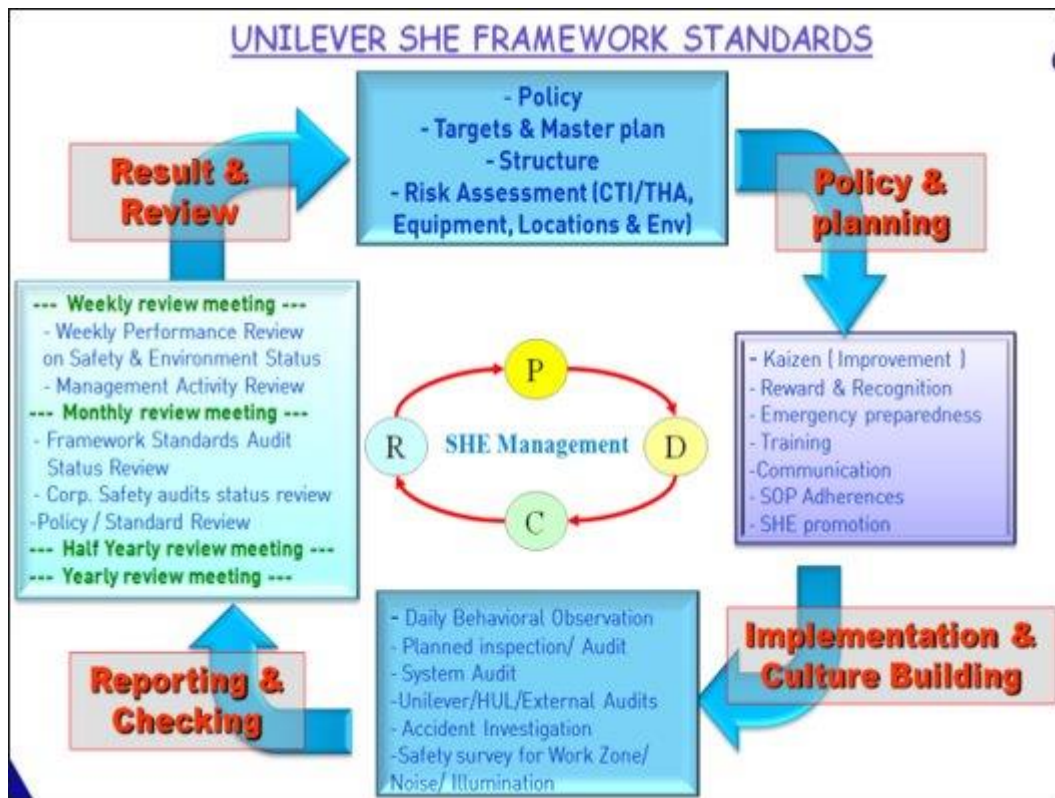
- **The Site is coming under Orange category as per PCB Guidelines**
- **Site do not have a inventory of gaseous and hazardous substances.**
- **Containment facility for all liquid bulk storages.**
- **Zero Effluent Discharge to Environment**
- **Emergency Response plan in place of 7 Possible Emergencies**
- **Fully Complied with Statutory Requirement**
- **Monthly and yearly audit done by internal and External agencies**

SITE HAZARD AND EMERGENCY



Safety Frameworks

VISION ZERO



EFFECTIVE PROCESS SAFETY MANAGEMENT



Safety Priorities

2020 PRIORITIES

PEOPLE

Road safety



- Road Safety training to all employee
- Bus CCTV camera upgradation
- Road Safety standard Compliance

HIM/ Loto



- Machine Guarding & LL replications
- New Equipment & Robots Guarding compliance
- SOP Refresher Training 100% employee

Be SAFE



- Reality Check Action plan Closure.
- RA/RP Additional Counter measure mitigation
- SOP Training 100% employee coverage.

PROCESS

Fire Safety



- Fire hydrant extension & upgradation.
- Smoke Detector migration
- GRC Audit Action plan Compliance

Electrical safety



- Electrical PAR action plan Closure..
- Electrical Standards Compliance
- Electrician Training 100% coverage

Process safety



- PAR Gap & Action plan Compliance.
- Hazop within Timelines
- EMOCs effective implementations.

RA/RP HI,SBO,SAM,AUDITS ACTION PLAN-OTIF



Hazards Summary

Hazard

- Fuel HSD
- Chemicals
- Natural Gas
- Electrical Panel

Control

- Min Qty storage
- Restricted entry
- Access control
- Hardware interlock & integrity
- Trainings & competent Person
- Statutory Compliance
- Permit to work system.
- Planned inspection & Maintenance

Defence

Detection system – smoke detectors

Protection - Sprinkler system

Audits & Mitigations.



Incident Management System

- ✓ Manage the Incident as close to the Impact as Possible
- ✓ Achieve Control as soon as possible
- ✓ Share the Information to Stakeholders
- ✓ Escalate an incident earlier rather later (growing impact)
- ✓ Ensure leaders focus on area of influence to protect the economy of effort

Preparedness

Risk Assessment

Create IM Plan

Response

Immediate Incident Analysis

Active the Incident Management Team

Immediate Action Plan

Recover

Recovery Planning

Review & Learn



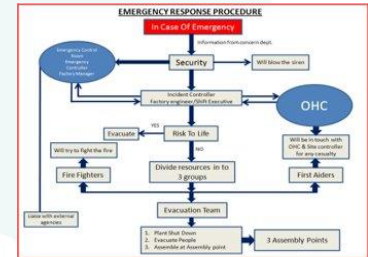
Incident Management System



Emergency Control Room

Possible Emergency scenarios

- On site** : Fire from electrical or HSD or Gas
- Environmental** : Leakage of Oil/ Caustic from Tank, ETP tank overflow
- Natural** : Earthquake, Flood, Storm, Lightening



Fire Prevention Preparedness

- Site Emergency Response Plan in place and updated at regular intervals.
- Train people for ER
- Risk Assessment
- Monthly Inspection
- Fully equipped Emergency Control room
- Fire sirens
- Smoke detectors and auto sprinklers
- Borewell and Water storage of 12K KL
- Available Fire Extinguishers and Hydrants
- Readiness of Medical team

AWARENESS:

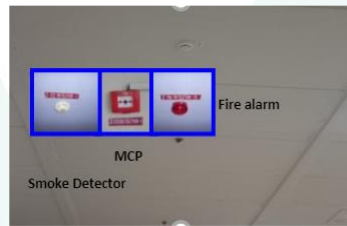
- Adequate fire fighters
- Mandatory Fire safety awareness
- Mandatory training
- McockDrill every quarter



Fire Protection and Detection system



Fire Extinguishers



Fire Alarm System



Evacuation Signages



Provision for fire brigade vehicle



Sprinkler system at warehouse



Sprinkler system at transformer yard



Fire - Response & Recover

Response

- Identify fire location
- Control fire
- Evacuate people
- Rescue trapped persons by IMT
- Assemble for headcount
- Shutdown the equipment
- Medical aid
- Call local fire wing

Recover

- Check up the environment for complete fire control.
- Continuous fire watch every 30min.
- Intermittent fire watch every 4hrs
- Investigate the incident
- Analyse the root cause
- Act to Rectify
- Share and Record Learnings



Process Safety- Preparedness

- Prevention by Design/Engg. Control and Operational Practices.
- Licensed to Operator(LTO)
- Public awareness
- Annual Non Destructive Testing by OEM
- **Fuel**
 - Pressure Switches and Gas Detectors for Natural Gas System
 - Seismic shut off valves
 - Oil Heating System and Interlock With Boiler
 - Sprinkler System in Boiler Room
 - Access control and auto shut off valves
 - Automatic Top and Bottom Blowdown. Top Blowdown TDS Based and Bottom Blowdown Time Based
- **Pressure Vessel**
 - Pressure Parts Inspection Annually
 - Safety Valve Inspection (Biannually)
 - Pressure Switch and Pressure Transmitter both present in control system

*** We are not handling hazardous chemicals Like Ammonia, H₂SO₄.**



Process Safety- Preparedness



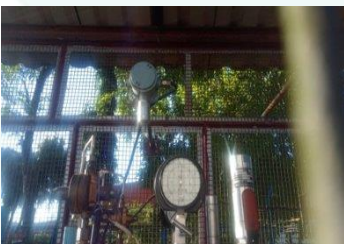
HSD tank cooling System



Auto Shut off Valves



Bund for Hazardous Chemical



Natural Gas station



Seismic Shut off Valve



Gas Detectors



Process Safety- Preparedness



PPE Compliance of Critical Tasks



Pictorial SOP for all Tasks

Risk Assessment and Risk Prediction for all Tasks



Authorised Persons & LTO



Process Safety- Preparedness

All changes are risk assessed
All changes are verified and approved
Training on change management



Dust Collector for elimination of dust



EMOC for Change management



Lockout Tagout System



Process Safety

Response

- Initiate response chain
- Separate personnel from hazard
- Cordon off the area with appropriate signage
- Evacuate the area and take headcount
- Shut of possible ignition sources
- Control spread
- Medical Aid to effected people
- Locate the emergency eyewash, shower stations, and sink
- Assist the workers and visitors with disabilities
- Procedures for those who remain behind to operate critical operations

Recover

- Clean up with trained laboratory staff only
- Proper disposal
- Minimize reaction time
- Investigate the incident
- Analyse the root cause
- Act to Rectify
- Share and Record Learnings



Electrical Safety

- License To Operate
- Portable Electrical tools(110Volts)
- Secondary Protection Through Residual Current Circuit Breakers-RCCBS (ELCBS)
- Electrical PPE
- Isolation of Electrical sources
- Lock Out and Tag Out system
- Permit to Work System
- Periodic inspection of ELCB's, Earth Pits
- DG – planned Maintenance by OEM.
- Implementation of unilever Electrical Standards.
- Internal & External Audits

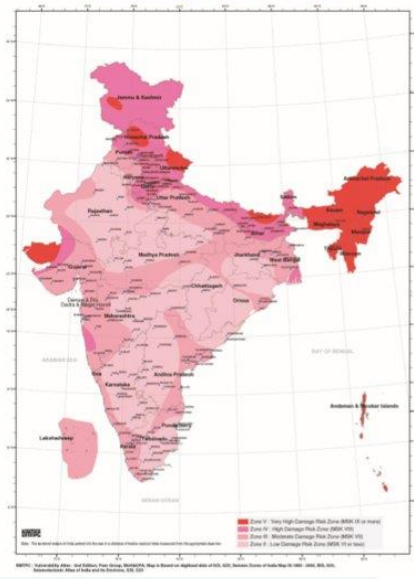


SOP FOR LOTO SYSTEM											
REMOVAL OF LOTO											
<p>SAFETY START WITH ME - Make the right choice</p> <p>zero energy state</p> <p>Value Life Safety</p> <p>SAFETY START WITH ME - Make the right choice</p>											



Asset Integrity – Seismic Protections

Figure 1: Seismic Zone Map of India (IS : 1893, 2002)



- Building structure complied to earthquake engineering
- LEED gold certified buildings
- Earth quake resistance constructions & structures
- Earth quake awareness & emergency response plan



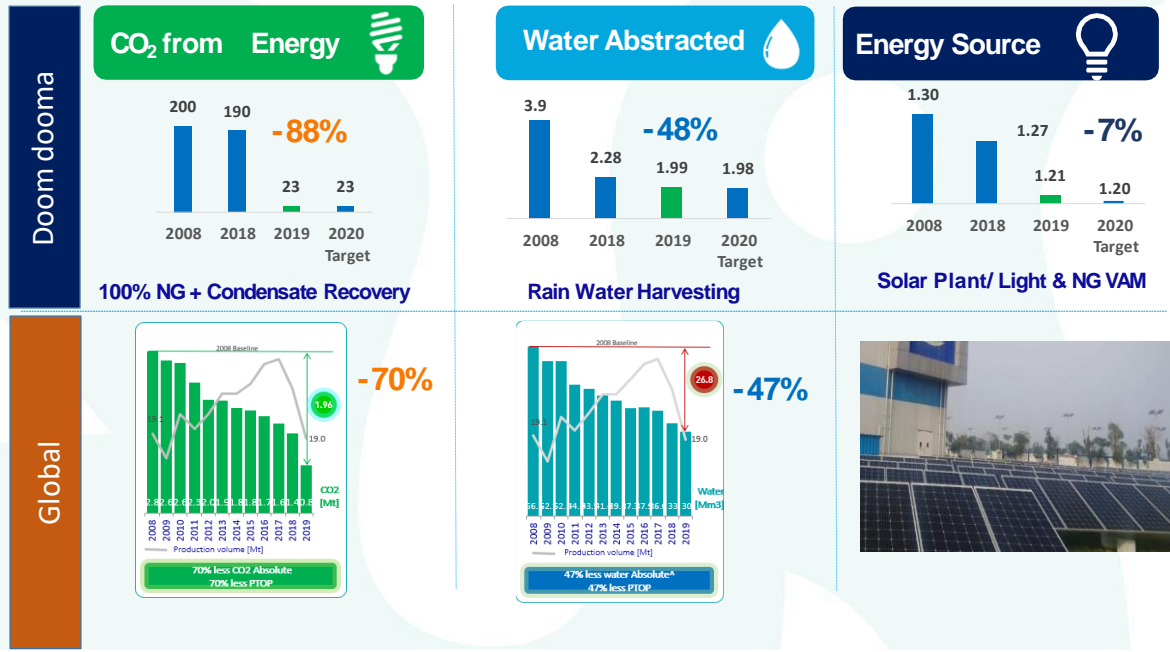
Road Safety Initiatives



A road safety campaign "SAFE DRIVE" was conducted to create an awareness for defensive driving, importance of helmet & seat belt. More than 200 persons were covered during the campaign



USLP



COVID-19 Tier-4 Safety Protocol –Social Distance

95% Arogya Setu App Compliance

75% US pro App Compliance

Social Distancing at Gate

Social Distancing at Canteen

Social Distancing in Plant

COVID-19 Tier-4 Protocol -Transportation

- 3 additional buses to comply with 50% seating capacity
- Bus and company car sanitization post every trip
- Mandatory mask and safety goggles in buses
- Visual display for social distancing
- Every RM/PM/FG truck cabin is sanitized at entrance



Social distancing in buses



Bus Sanitization Post trip



FG/RPM Truck Sanitization



Cab Sanitization



COVID-19 Tier-4 Protocol –Site Entry

- Thermal screening at entry points and no entry if temperature $>37.5^{\circ}\text{C}$
- Medical health and travel history self declaration taken at entry points
- Entrant not allowed in case of any health issue or non compliance to COVID guidelines
- Additional thermal screening points at canteen entry and exit
- Minimal visitors allowed only post approval.



Auto Thermal Screening



Auto Sanitizer at Gate



Issuing of Nose Mask



Digital Self Declaration



COVID-19 Tier-4 Protocol –Canteen

- Separate gate Entry/Exit system at Canteen , unit wise timing.
- Physical partitions installed between canteen seats
- Canteen tables cleaning & disinfection after every batch
- Adherence to cutlery and plates sanitization SOP
- Drinking water touch point eliminated through automatic water tap and bottles provided to all employees



Sperate Entry/Exit gate at Canteen



Physical Partition at Canteen



Thermal Sanitisation System for Dish wash



Dish drying post sterilisation



COVID-19 Tier-4 Protocol –Plant Operations and Warehouse

- Disinfection of touch points(Push buttons/Doors/Equipment) of machine in every shift
- Disinfection of warehouse equipment –MHEs and common area
- Disinfection of toilets and common area after every two hours
- Social distancing display boards put in common areas (Locker room, Card punching etc.,)
- Zoning system for easy contact tracing



Machine touch points disinfection



Change room Sanitization



Toilet Sanitization



Area zoning and display



DDF Medical Care Plan

- **24*7 Emergency Services in Place:**
 - 3 Doctors and 4 Medical Staff available for round the clock assistance
 - 2 fully equipped ambulances with oxygen on standby at factory premises
 - 110 Oximeters, 3 Oxygen concentrators and 1 Invasive Respirator in OHC.
- Daily health monitoring of patients by doctors
- 12 Isolation beds available at Ankur and RD guesthouse.
- Continuous employee connect & support to their families
- Close collaboration with Local & State Government



COVID Knowledge and awareness

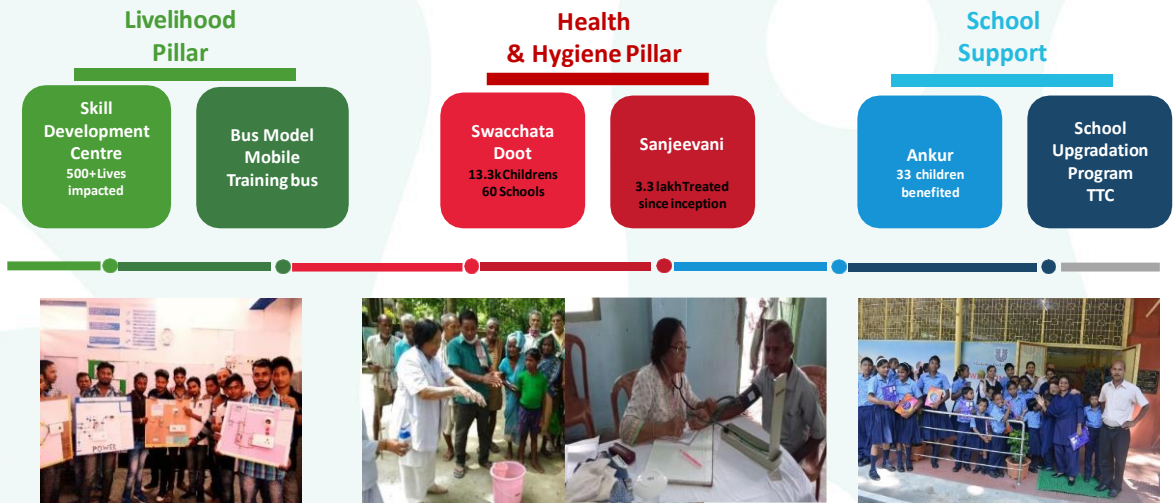
COVID AWARENESS CAMPAIGN

- Bond with 600 employees & families
- Awareness campaign through musket
- Awareness campaign through videos and posters in Assamese

Total 3300 manhours
COVID training covered



COMMUNITY ENGAGEMENT



Summary

- The Site is fully equipped with infrastructure of 83 Fire hydrant Points, Fire alarm system 399 fire extinguishers and Auto sprinkler system.
- Auto Shut off Valves for HSD Storage tank and Seismic Valve for Natural gas
- 105 Fire fighters and 52 first aiders are available at site
- 24x7 CCTV Monitoring by Security personnel
- Monthly monitoring of Ambient air and stack monitoring done by PCB approved agencies
- 24x7 OHC facility available and 2 fully equipped ambulances with oxygen on standby at factory premises



Chapter 5. Crowd Management Plan of Tinsukia District

CHAPTER I: INTRODUCTION

Society and Festivals

Celebrations and festivals in India are part of our cultural and religious diversity. India being the second most populated country in the world with diverse religious heritage has vast number of festivals that are celebrated on grand scale. Many of them are celebrated at national level, regional or state level. Mass gatherings of religious nature attract large crowds of dissimilar physical and behavioural characteristics. Festivals enliven social life and unite the people by bringing them together in joyful celebration of significant events and in shared remembrance of joyful past. All the great religions in India have religious mass gatherings. Shiv ratri, Dussehra, Ganesh Chaturthi, Rath Festivals, Chhath pooja etc are few national level festivals celebrated through mass gatherings at various regions.

Major religious festivals in Tinsukia District are given below:

Under Tinsukia Revenue Circle :

1. Shivratri Mela

Shivratri is celebrated at the Shivdham temple, Makum Road. A Shivratri Mela is also organized near the temple and it attracts a large crowd from all over the town and nearby areas.

2. Ganesh Chaturthi

Ganesh puja is celebrated every year in Tinsukia at a various number of places. The main attraction is in the Fish Market Mandap. A mass crowd gathers during the Ganesh Puja festival here.

3. ChathPuja

The festival of Chath puja is celebrated throughout Tinsukia Rev Circle at a numerous number of places, mostly near the ponds and lakes. Thousands of people gather to offer prayers to the setting & rising sun. The devotees gather around Devipukhuri area in a large number to offer prayers.

4. Bol Bom Yatra

Bol Bom Yatra is a popular festival in Tinsukia Rev Circle. Each year thousands of devotees from surrounding places reach Dhola Ghat area of Tinsukia District with the traffic growing each year.

5. Durga Puja

Celebration of Durga Puja festival is witnessed at a very large scale in Tinsukia. Thousands of people gather in the various mandaps to seek the blessings of the divine goddess. Crowd gatherings are common everywhere during the Durga Puja duration and also a large traffic is observed.

6. Durga Puja Dashami

The Durga Puja Dashamai records the highest crowd gatherings in the town and also at the Guijan Ghat. Processions with the Durga Puja idols carried in Trucks along with devotees are witnessed all over the town.

7. Deepawali and Kali Puja:

Deepawali and Kalipuja is the festival of lights. This festival also accounts large crowd gatherings. Fire Crackers are burned and diyas are lighted up. Fire crackers may cause the fire in the congested market and residential areas of the town.

8. Mahabir Jayanti

Mahabir Jayanti is celebrated in the Hanuman temple. Each year a large crowd gathering is seen in and around the Temple premise. Also the temple being in the main town area, disruption in traffic may be observed due to the crowd.

9. Muhharam

Muhharam is known for public shows and massive procession, as a result large number of people participate in such activities. Believers beat their chests and display Tazia and organize procession at the heart of the Tinsukia Town. Thousands of people gather during this festival.

10. Eid Celebration

People of all ages, accompanied by children reach the Dhekiajuri Masjid and Eidgah, Masjid Patti, Tinsukia town to offer prayers which mark the end of the fasting month of Ramzan. Around 2000 people gathered to offer Namaz.

11. Iftaar in Daily Bazar

During the month of Ramzan, grand iftaar meals are organized inside the daily bazaar area. Over 1000 people gather together to celebrate and enjoy the festival by ending their fast.

12. Guru Purnima

Every year Guru Nanak's birthday is celebrated in the Gurudwara, Tinsukia. Large crowd gatherings are witnessed during the festival where people of all ages visit the Gurudwara, offer prayers and seek blessings.

13. Navratri Celebration

The Navratri festival is organized in the Manav Kalyan Bhawan. During the entire festival huge gatherings are seen inside the Bhawan premise.

14. Bihu Celebration

Each year Bihu is celebrated all over the Tinsukia town and processions with large gatherings along with display of elephants are observed.

15. Rath Jatra

Rath Jatra is celebrated in Tinsukia Town. The Rath is pulled by a group of people and accompanied by a procession with hundreds of people gathering to take part in the Yatra and seek blessings.

Major festivals under the Doomdooma Revenue Circle are:

1. The Bihu Festival:

The festival of Joy – Rongali Bihu celebrated in month of April-May is one of the most crowd gathering festivals observed in various venues at the same time.

2. The Karam Sanmilon:

Doomdooma is known as the Tea city of Assam. A huge area of land of the Circle is being used for Tea Cultivation since the time of British Rule. For which the tea tribes are the largest community of the Circle as well as that of the District. The people of tea tribe as well as ex tea tribe community celebrate the Karam Sanmilon in the Garden areas. In the recent days this festival is seemed to be centrally observed at urban areas. In this festival a huge crowd is gathered from almost all the gardens of the nearby areas.

3. The Tusu Puja:

This is also a festival cum worship event observed in the tea garden areas of the locality. As this festival is still confined to individual Gardens hence it can be regarded as less crowded event. This puja is celebrated during the month of January.

4. The Rati Bihu:

One of the most ancient, ethnic and strong community of the District is the Moran community. During the time of Bohag or Rongali Bihu they observe a unique kind of programme called the Rati Bihu. As the name signifies the events usually starts at 8.00 or 9.00 pm in an open field or paddy field and continue till the end of that night. Recently this event is more 165rganizer165165 through the coverage by electronic media. Somehow this event loses its originality but continued to be a festival of Joy for not only that particular community but also people of all the community living in the District which make this event of huge gathering.

5. The Chhath Puja:

The Chhath puja has recently become a major crowd gathering festival of Doomdooma. Thousands of people, mostly women, take a dip in the Doomdooma and Dholla River to offer prayers to the setting & rising sun. The devotees gather around in the river banks of Doomdooma, Brahmaputra at Dholla large number to offer prayers at river Brahmaputra. It is also seen that at some small tributaries of rivers people of the locality assemble to observe the cause.

6. Bol Bom Yatra Festival:

The Yatra used to be a small affair undertaken by a few saints and older devotees until the 1990s, when it started gaining popularity nowadays in Tinsukia District. Today, thousands of devotees from surrounding places of Doomdooma circle mostly from the tea garden areas reach Dholla Ghat to worship Lord Shiva and start their journey to shivdham at Tinsukia Town on foot with a huge traffic following them.

7. Christmas Day celebration:

The Doomdooma revenue circle has a considerable population of Christians populated mostly in tea Garden areas who celebrate the birth anniversary of Jesus Christ with pomp and glory. The midnight mass sees huge crowds pour at the church with bands playing Christmas carols.

8. Celebration of Eid at Eidgah Maidan:

Men and women of all ages, accompanied by children, made a beeline for Eidgah and Masjid mosque to offer prayers which mark the end of the fasting month of Ramzan. People gathered in the Masjid to offer namaz which started around 8am. Prayers at Eidgah start around 9am where about approx 800 people gather to offer their namaz.

9. Celebration of Muharram:

Muharram is known also by public displays of mourning in massive processions. Believers beat their chests and display Tazia and 165rganize procession at the heart of the Doomdooma, Makum, Barhapjan Town. More than 3000 devotees take part in the procession which is carried out through the main road of Town areas.

10. The Durga Puja Festival :

The Durga Puja is considered to be one of the most crowd gathering festival in various areas under Doomdooma Circle. The Goddess Durga is worshipped in all urban areas . Along with this festival in some places events like ANANDA MELA and other entertaining programmes are also observed which causes mass gathering.

11. Immersion of Durga Puja idols on Dashami at Jahajghat:

This is the major crowd gathering festival of Doomdooma Circle. Thousands of people gather at the river banks of Doomdoom, Brahmaputra at Doomdooma and Dholla respectively to immerse Durga Puja idols. Processions with the idols are carried out from each and every venue of the Durga Puja mandaps towards this two major river banks. Huge gathering in this two areas leads to traffic as well as

Major religious festivals in Margherita Revenue Circle are given below:

1. **Chhath Puja:** The Chhath puja has recently become a major crowd gathering festival of Margherita Town. Thousands of people, mostly women, take a dip in the Dehing and Tirap rivers to offer prayers to the setting & rising sun. The devotees gather around Balukhat area in a large number to offer prayers at river Dehing.

2. The Durga Puja Festival at Margherita:

The Goddess Durga is worshipped in various places in Margherita, Digboi and Iedo area. There are sacrificial offerings of goats and pigeons during Durga Puja every year. A mass crowd gathers during the Durga Puja festival here.

3. Immersion of Durga puja idols on Dashami at Naina Ghat:

This is the major crowd gathering festival of Margherita town. Thousands of people gather at Naina Ghat area of Margherita Town to immerse Durga Puja idols at Dehing River. Processions with the idols are carried out in the Margherita Town from the venues of the Durga Puja mandaps towards the Naina Ghat area.

4. Bihu festival:

Bohag Bihu (mid-April, also called Rongali Bihu), the most popular Bihu celebrates the onset of the Assamese New year (around April 14–15) and the coming of spring. This bihu can be named as one of the most crowd gathering festival observed in various venues at the same time. Bhogali Bihu (mid-January, also called Magh Bihu) comes from the word Bhog that is eating and enjoyment. It is a harvest festival and marks the end of harvesting season. Kongali Bihu (mid-October, also called Kati-Bihu) has a different flavor as there is less merriment and the atmosphere has a sense of constrain and solemnity.

Some of the major Festivals in Sadiya Rev. Circle are:

1. Bihu Programmes:

Bohag Bihu in the month of April (Bohag) is a festive occasion in Sadiya where people visit each other's family. In this month "Bihu Sanmilar" (function) is organized in different places over Sadiya subdivision. The major being "Kendriya Bihu Sanmilar" at Chapakhowa public ground; "Jia Noi Basanta Utsav" at Nizarapar Chapakhowa and "Bihu Sanmilar" at Shantipur. Large masses of people flock to these three Bihu functions with or without vehicles (both Public and Private). So the narrow main road cannot hold this great mass of public along with vehicles. As such traffic jams occur with every chance of accidents due to the young rowdy bike riders speeding through the crowded street. The various unplanned stalls like shops, hotels, etc. That grow up on view of this occasion creates another problem that hampers the smooth movement of traffic. Improper or no parking place for the vehicle is yet another major problem in such occasions. Improper entry and exit of peoples create a chaotic situation.

2. Bihu Uruwa at Kukuramara Village (Bihu closing ceremony):

It is yet another point of attraction where peoples in large numbers flock to it. In the mid May when the Assamese month Bohag comes to an end, the Bihu is bade farewell in a traditional manner by the people of Sadiya, since time immemorial. The main point of attraction is the "Bohuwa's (a man entirely clad and covered with splinted banana leaves with mask). The entire ceremony is carried out in a small plot of land (Approx. 400 sq ft) just adjacent to the main road leading to Sunpura. There is not much space near the main arena where Bohuwa's perform to accommodate the crowd. So people gather on the roads with or on their vehicles. This hampers the smooth movement of general public & vehicles moving towards Sunpura. Improper entry and exit of the audience and no sitting arrangement creates another problem. At the end of the programme the receding crowd creates another problem.

3. Durga Puja:

Another crowd puller event in Sadiya where large masses of crowd gathers in the three main Pandals at Shantipur, public ground and Kristi sangha ground at Chapakhowa. Narrow main road, improper entry and exit, unplanned stalls, improper or no parking place, improper driving creates a chaotic situation.

4. Immersion of durga idols:

Immersion of Durga Idols by the different Puja Committees at 8th mile bridge carries along with it a big crowd. No proper road to the river for the vehicles carrying idols, no proper site of platform from where the idols can be immersed in the river and to accommodate the large gathering along with the chaos created by the loud sound systems are the main problem.

5. ChhathPuja:

ChhathPuja celebrated by the Bihari Community is another Crowd pulling event where people from other communities also take active participation. Small space for performing puja by large crowd of disciples, improper entry and exit, various stalls, narrow road to the event site and risk involved near the river are the main problem during this festival.

6.Theatres:

Theaters are one of the main entertainment for the people of Sadiya during winters where large number of people from villages throng to attend it. The main problem are improper entry and exit, no or improper parking of vehicles, unplanned stalls are some of the main problems.

7. Occasional political gathering:

Occasional political gathering also pulls crowd when the political agents bring good numbers of people from villages to attend it. Sometimes processions are carried out by such political parties. Communication gaps between the agents and the people with regard to their sitting, fooding etc. compel the people to move hither and thither, narrow road for carrying out procession, that hampers the normal traffic, noise pollution by the sound system and slogans shouted by the people are some of the problems.

8. Lygang;

An upcoming event that is gradually pulling crowd is the Lvgang Sanmilan organized by the Mishing community. In near future it would be yet another major crowd puller. Improper entry and exit, rowdy bikes, loud noise by the invited artists, drinking and driving/riding etc. are the main problems.

Human Stampede

Human stampedes, the most common hazard prevailing in mass gathering events, are characterized by the surge of individuals in a crowd, in response to a perceived danger or loss of physical space. It often disrupts the orderly movement of crowds resulting in irrational and dangerous movement for self-protection leading to injuries and fatalities. Religious pilgrimage is highly prone to human stampedes as it is comprised of huge crowd including women, elderly people and children. The availability of limited open space, uneven topography and high density of pilgrims together make the festival venues a stampede hotspot. Human stampede at festival gatherings may happen due to the following reasons

- Rush and Surge of people: People may try to enter into a special place for better view/participation in the functions which results in jostling, suffocation, failure of confining walls, barriers and gates.
- Accidents: Collapse of temporary or permanent structures, accidents on bridges, vehicle accidents
- Natural or human induced hazards: slope failure, heavy rain, slippery surfaces, fire, intentional acts etc.
- Rumors: Spread of rumor about an accident, man-animal conflict, terror attack, stampede or a calamity near to the venue
- Long Queue Discomfort: People standing in tightly packed queues for long hours will create discomfort among individuals and they may try to escape from the queues.

Crisis Management: Institutionalization

The Assam State Disaster Management Authority was constituted in 2007 as per the provisions in the National Disaster Management Act 2005. ASDMA is the apex body of decision making in disaster management in the State with Chief Minister as Chairman. The administrative matters of the authority are dealt by State Executive Committee (SEC) chaired by the Chief Secretary.

District Disaster Management Authorities headed by the District Commissioner functions as the fundamental unit of coordination and implementing body at the district level. The State Emergency Operation Centre and District Emergency Operation Centres acts on round the clock for emergency coordination and communication. Hence, any crowd related hazards may be brought to the notice of DEOC or SEOC for district level or state level interventions.

Purpose of the SOP

The purpose of the Standard Operating Procedure for Festival Disasters is to set out protocols to be taken by the event organizers in cooperation with local administration, Government bodies and Emergency Service Departments while organizing religious mass gathering event. The SOP is designed as a general set of procedures for event organizers and operational departments in disaster preparedness for religious festivals and gatherings.

Scope

As per the national DM Act 2005, the District Disaster Management Authority has the power to ensure that the areas in the district vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the Government Departments at the district level as well as by the local authorities. DDMA may directly apply the provisions in the act to ensure safety in religious mass gatherings by considering them as hotspots of crowd disasters. This guideline was prepared as per clause 18 of the DM Act to lay down guidelines to be followed by the Departments of the Government for the purpose of integration measures for prevention of disasters. The National DM Act stands as the fundamental guideline of Disaster Management, and hence it can revisit the guideline at

any point of time. Apart from the given provisions in the guideline, the Chairperson of the DDMA, ASDMA may intervene the festival preparedness process or response operations in view of public safety.

Roles and responsibilities of organizers and facilitators have been delineated in the guideline thereby knowing who is responsible for what and who should be approached for specific needs. This guideline had further taken into account the event safety, crowd management strategies, resource management, crisis management, and emergency communication. This document need to be reviewed periodically and updated

Limitations

Each festival in Tinsukia District is unique. Festivals are being held at various geographical locations and terrains at irrespective of seasons. Hence, deriving a common pattern for disaster preparedness measures is challenging. Availability of reliable data is really a major hurdle in this type of research. The guideline is limited to the coordination of event organizers with administration and stakeholder departments for preparedness and response to actual or potential threats. The District Disaster Management Authority should be notified on activation of emergency at any religious festivals.

Applicability

The organizer of a mass gathering is primarily responsible for the safe conduct of the event with required structural and non structural safety measures. The organizer should coordinate with Local government departments and emergency service agencies to involve them from the planning stage of religious gatherings. Execution and implementation of these guidelines is primarily the responsibility of the organizer in cooperation with the concerned authorities as per the existing Laws and/or Regulations.

Objectives of the guideline

- To streamline the disaster preparedness operations for ensuring safety in religious mass gatherings
- To develop guideline, Checklists and Standard Operating Procedures for mass gathering event organizers and authorities

Methods of SOP preparation

The methods used in preparing standard operating procedure include reviewing latest crowd management practices, case studies of religious festivals, interview with emergency departments, supporting departments, event organizers and interview with public attending the festivals. The field visits and interviews focused on existing preparedness, facilities at the venue, capabilities of event organizers and crowd management practices followed.

CHAPTER II: UNDERSTANDING RELIGIOUS FESTIVALS

Religious festivals and mass gatherings in Tinsukia District are accompanied by many attractions and unique characters. Understanding all the characters of festivals is beyond the scope of this guideline. To describe the safety aspects of festivals, few common characteristics of festivals are focused here

Festivals with Processions

Most of the religious festivals in Tinsukia District conduct religious processions with the statue/ icon/ models of Gods. The processions are organized between the main venue and a subsidiary venue at various distances. Large crowd participate in the procession including women, elderly people and children. Spectators gather around the procession route for watching the colorful events. Human stampedes may happen during these processions unless proper crowd control measures are not put in place.

CHAPTER III GUIDELINES FOR RELIGIOUS MASS GATHERINGS

Disaster preparedness process for religious mass gatherings should begin with the event planning stage. Responsibility for the safe conduct of the festival is rest with the event organizer. The event organizer shall take up the design and execution of safety components with the help of safety agencies and services. Government Departments or agencies are not responsible for the whole safety matters of religious crowds. The services from State agencies are available for the selected and traditional events of high priority. Event planners or organizers are advised to follow the process detailed below to streamline the mass gathering organization procedure in the State.

Festival Proposal Process

At present, there is no established system at the administrative level to systematically record the details of festivals and its various stages. A system need to be developed to record festivals with mass gatherings at district level. The organizers of religious festivals must submit the details of the festival to the local administration (Panchayat/Municipality) if the expected crowd size is more than fifteen thousand. If the expected number of people is more than One thousand, the details must be submitted to the local administration as well as the Circle Officer. When the number of expected participants is more than Five thousand, the event organizer must approach the district administration and submit the event proposal form. A model event proposal form for event organizers to submit details of the festival is given as annexure I.

Festival Proposal Processing at the Administrative Level

On receiving the festival proposal from the event organizer, the competent Government authority will verify the application. The government body will evaluate various aspects of the festival including safety, venue arrangements, history of the festival, traffic management and facilities arranged for the participants. The competent officer will have the authority to inspect the venue to verify the safety measures. The local authority should inform the details to District Emergency Operation Centre (DEOC). The DEOC will compile information from all festival proposal forms and prepare a calendar of religious mass gatherings. DEOC will send preparedness alerts to emergency response agencies on days of mass gatherings.

Festival Safety –Preparations

Coordinating religious mass gatherings require additional man power, resources, facilities and support from other agencies or experts. Proposed site for mass gatherings need to be assessed for additional facilities based on the expected crowd size and crowd behavior. Event organizer may utilize the service of disaster management experts for effective planning and implementation of preparedness measures.

Risk Assessment

Holding a mass gathering event involves significant risk. The severity of a crowd disaster depends on the level of disaster preparedness and mitigation measures which depends on risk assessment. The risk involved in the mass gathering must be identified, estimated necessary measures to be adopted for risk reduction. The components of the risk assessment is given below

- a) Identify and list the possible hazards that have the potential to develop as a crowd disaster. Eg. Bottle necks in entry and exit, extreme weather events.
- b) Identify the potential safety problems that could arise from the identified hazards.
- c) Prioritize the hazards based on the likelihood
- d) Risk Reduction measures to eliminate the risk or mitigate the risk.

The mass gathering organizer has to submit a risk assessment statement and venue lay out map along with the event proposal form. The venue lay out map should contain services and utilities proposed and arranged at the venue, fire hydrant points, police control room, emergency operation centre, medical facilities, crowd flow pattern, crowd management facilities etc. The organizer must acknowledge in undertaking/agreement that they would execute the mitigation measures for the identified risks and also the preparedness measures recommended by the competent authorities.

Festival Management Committee

Apart from the management entity of the religious institution, a festival management committee may be constituted. The head of the festival management committee will coordinate the facilities, utilities and safety preparations. A possible structure is given below.

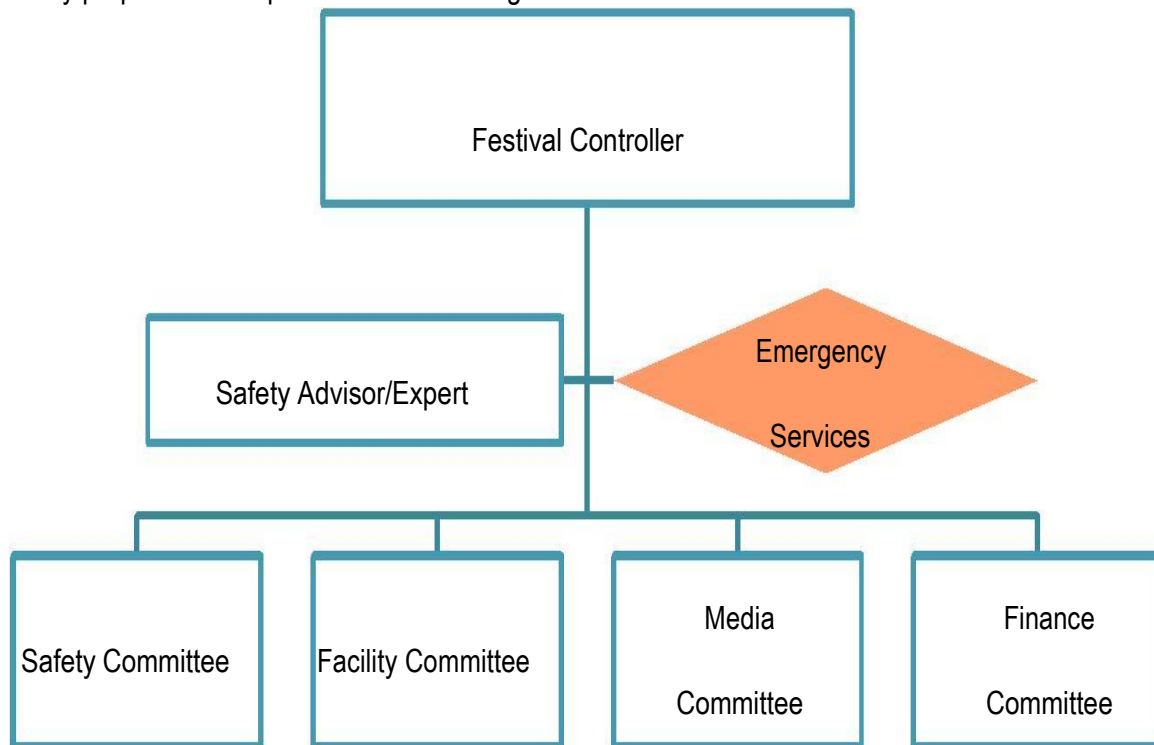


Fig.1. Structure of festival management committee

The proposed structure may be extended by including the members from emergency service departments if the festival attracts more than twenty five thousand people or above. There are festivals which are run by committees from different geographical areas. Each committee conducts certain festivities and processions. In such a festival, a centralized coordination committee needs to be constituted to facilitate effective coordination of safety and disaster preparedness. The responsibilities of various committees and the pre-event safety arrangements required are given below:

Sl No	Component	Arrangements required
A	Facility Committee	
1	Services and Facilities at the Venue	<ul style="list-style-type: none"> o Drinking water, seating/resting area, toilets o For mass gatherings of more than a day, food counters, bathing facilities, and sleeping facilities must be ensured
2	Parking and conveyance	<ul style="list-style-type: none"> o Large mass gatherings will demand additional transportation facilities. Private buses and special services of State Transport buses may be arranged for the inflow and out flow of people. o Identify and designate sufficient space for parking of private and Government Vehicles. o Parking may be planned as the moving vehicles should not enter in to the crowd.
3	Waste Disposal	<ul style="list-style-type: none"> o Facilities for collection, clean up, segregation and disposal of degradable and non degradable waste.
4	Shops and Vendors at the venue	<ul style="list-style-type: none"> o Allow only licensed food stalls and temporary shops in the venue and premises. Allot separate space for shops
5	Volunteers	<ul style="list-style-type: none"> o Engage sufficient number of men and women volunteers
B	Safety Committee	
1	Ingress and Egress	<ul style="list-style-type: none"> o Provide sufficient entry and exit points for the venue. Egress points must be hindrance free. If the event is 172rganizer as indoor programme, give separate gates for ingress and egress.
2	Venue arrangements	<ul style="list-style-type: none"> o Display the venue lay out at important points in the festival area including entry, exit, and locations of medical units, fire units and evacuation routes. o Install barricades to control or regulate the flow of participants within the venue.
3	Fire Safety	<ul style="list-style-type: none"> o Fire hydrants, fire extinguishers, trained man power, Concealed electrical installations, safe storage of pyrotechnics
4	Medical Units	<ul style="list-style-type: none"> o On site Medical Units for immediate response, first aid, triage, 172rganizer172172on and transportation
5	Access for Emergency Services	<ul style="list-style-type: none"> o Maintain clear and uninterrupted access and movement passage for emergency vehicles, medical units, ambulances, fire tenders etc.

6	Crowd Management	o Crowd monitoring system and trained man power for crowd control
7	Security	o Security systems for safety checking, festival control and Police for law and order for large gatherings
8	Communication Systems	o Public addressing system to cover the entire festival area, internal communication system to connect festival 173rganizer, security services and volunteers
9	Lighting	o Install sufficient lighting at the entire festival area. Power back up for electricity failure
10	Obtain Licenses	o Obtain necessary NOCs or licenses from competent authorities for fireworks, loud speaker usage etc
11	Emergency Operation Centre (EOC)	o Establish an EOC at the venue for centralised coordination of festival with the involvement of all supporting agencies
12	Food Safety	o Consider food safety aspects while 173rganizer173 mass food distribution. Allow only registered caters for free food distribution.
C	Media Committee	
1	Information dissemination	o Disseminate information about the festival, timings, safety arrangements, rituals and practices of the festival, self discipline of the participants etc among public and media
2	Lost and Found	o Arrangements to record lost and found, arrangements for lost children
D	Finance Committee	
1	Budget and Allocation	o Allot sufficient budget for the operation of all committees and their actions

Fig.2.Festival committees and its various responsibilities related to disaster preparedness

Establish Emergency Operation Centre (EOC) at Festival Venue

Establish an Emergency Operations Centre (EOC) at the festival venue for synchronized coordination of all facilitators of the event. EOC should be implemented as a mandatory decision support system for all festivals attracting more than fifty thousand people. Police control room should be operational for all events attracting 5000 to 25000 people. EOC will be the focal point to coordinate emergency communication and emergency response operations. The event organizer must coordinate the establishment and operation of

EOC with the support of emergency service agencies and departments. EOC should maintain a systematic database of the resources available, important phone numbers, names and addresses of important officials, and volunteers. During crisis it is expected to function as a centre for decision-making and help flow of information horizontally and vertically to the respective departments for smooth emergency response operations. Event organizer, heads of emergency services, heads of utility services, team leaders of designated teams, Telephone, Fax, Hot lines, VHF radios etc are part of the DEOC. In case of an emergency, information from DEOC or Incident Commander may channelize through EOC for emergency operations. DEOC should maintain the records of all communications, instructions and actions taken in view of disaster response and submit a detailed report to the District Commissioner, Tinsukia as part of documentation process.

Functions of DEOC

- Prepare and update inventory of resources available for emergency response
- Sharing data related to disaster and vulnerable areas with all the line departments and other stakeholders.
- Receive and process disaster alerts and warnings from nodal agencies and other sources and communicate the same to all designated authorities and stakeholders.
- Maintain close contact with DEOC and SEOC during emergencies
- Monitor emergency operations at various locations and communicate with DEOC.
- Monitor crowd movement at important locations and update information about the hazards and vulnerable areas.
- Facilitate coordination among primary and secondary Departments/Agencies.
- Requisitioning additional resources during the disaster phase with the help of DEOC and SEOC.
- Consolidate, analysis, and disseminate of damage, loss and needs assessment data.
- Information gathering and record keeping of emergencies and fatal incidents

Command and Control

The festival organizer must designate a suitable representative as the operations head for small scale local mass gatherings. The Operations head should coordinate the response operations for local emergencies that can be managed within the festival venue. For events where only the police force attends the event for law and order, the head of the police unit will be the operations head for emergencies.

If the event turns in to a disaster, the District Emergency Operation Centre and District Commissioner should be informed. Based on the intensity of the crisis, the District Commissioner or his delegate will act as the incident commander.

Coordinate with Government Departments

The festival controller should approach the emergency service departments to avail their services for the safe conduct of religious festival. Request to Government Departments should be submitted at least one month in advance. During festival seasons, it is not feasible to avail the reserve fire and rescue teams or other emergencies to all the festival venues even to the declared festival areas. In such cases, the reserve services from emergency departments will be based on the significance of the event. Any additional expenses for availing the service of emergency departments should be borne by the event organizer. The stakeholder departments for mass gathering event safety can be categorized as Core Departments and Associate Departments

Core Departments

- Department of Police
- Department of Fire and Emergency Service
- Department of Health

Associate Departments (May vary with the festival and its locations concerned)

- DTO Office
- Public Health Engineering Deptt
- APDCL
- Municipality/Panchayat

Crisis Communication Process

Getting the right message to the right people is the key to effective communications in a crisis. If a crisis occurs; the operations head (for local events) or Incident Commander (for major event) shall first determine the nature and circumstances of the event as quickly as possible so that the most appropriate course of action can be taken. In a situation that is likely to require emergency response personnel, it is critically important to be able to provide as much key information as possible.

Nature of crisis or emergency	Precise location	Number of person involved	Essential site-specific information(Safety of location in case of fire)
-------------------------------	------------------	---------------------------	--

Fig. Key information for crisis

Incident Commander or his delegate can summon emergency service departments through VHF. The Incident Commander should act as though a crisis exists and take every precaution against worsening the situation, rather than delay taking action that might later be proved to have been crucial.

Communications Priorities

Crisis Communication Priorities, in the order of importance:

1. Call emergency services – request urgent support
2. Instruct Event Facilitators – Instruct event organizers, primary departments and secondary departments etc to ensure everyone knows what is happening, and what they need to do
3. Inform public – let them know what is happening, and what they should do. Use mega phones if public addressing system have failed
4. Inform media –Once the situation is settled, let media know what has happened, and what is being done to resolve the situation

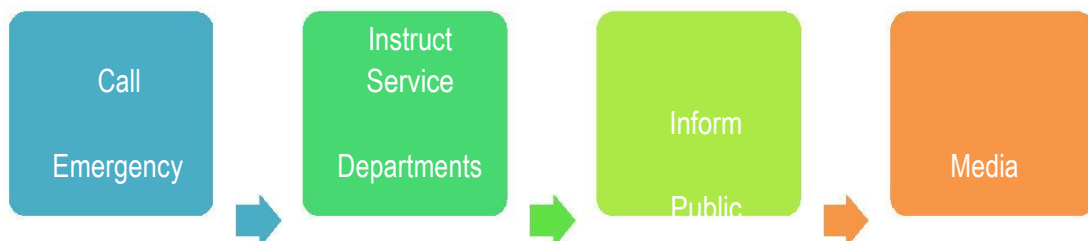


Fig.4. Crisis Communication Priorities communication

Internal Communication

An internal communication system is essential to coordinate event organizers and emergency services. Two-way VHF radio systems may be arranged by the event organizer for security personnel, fire and rescue team, first aid team and volunteers. The police department has their own system for communication. To ensure a synchronized system, few VHF sets may be spared with police or two security people with VHF radios may be deputed at police control rooms. The internal communication plan should include who will be responsible to issue warning for the public and at what stage the warning will be issued.

Supply concise information as to the nature and severity of the incident(s) Give clear and direct instructions – tell individuals & teams what to do

Public Communication

An established public communication system is required to address the public in the festival area. Prepare safety advices for the public and announce through the system frequently.

- Give sufficient but minimal information about what is happening, Give clear instructions on what people should do.
- Provide reassurance that the matter is being dealt with by management / emergency services
- Promise to provide more information at a later stage

Event Briefing and Documentation

A safety and emergency operation briefing must be conducted by the event organizer one the day before the event. The briefing may be conducted at the emergency operation centre with the participation from all stakeholders. Heads of core emergency service units must have verified the safety precautions as per the checklists and SOPs given in the guideline before attending the briefing. Festival Controller/Operations Head/Incident Commander or his delegate should explain the festival crisis management plan to all the officials and make them prepared to respond well in times of emergencies.

The incident may be subjected to an investigation if an emergency happens. Therefore, it is extreme importance to the EOC, Event organizer, Police, Fire and Health department to make a written record describing their recollection of the event as soon as possible, while it is fresh in their memories. Such a record need not be formal in any way, but it should be as complete and detailed as possible. Recording descriptions of a crisis or emergency should be considered a necessary final step in properly dealing with the situation or event.

After the event, conduct a debriefing with all stakeholders. Discuss the short coming, flaws and good practices. The festival controller must compile information from all agencies and prepare a detailed report of the event and submit to the local body or district administration where the festival proposal has been submitted.

CHAPTER IV: CROWD MANAGEMENT PLAN

Crowd Management Plan (CMP) will enable the organizers and stakeholder departments to avoid confusion on command, control and response during emergencies. CMP should present as a written outline of common protocol to activate emergency and coordinate the crisis response activities. Though the emergency departments are primarily responsible for emergency response, cooperation from associate departments and other stakeholders are important for the feasible implementation of crisis management plan. The crisis management plan can be invoked on noticing the likelihood of human stampedes, fire, natural calamity or any other human induced incidents. Crisis communication plan, evacuation plan, onsite medical response plan and standard operational guideline for stakeholder departments' forms the core structure of Festival CMP. The event organizer should prepare the crisis management plan in consultation with emergency service departments and it should be reviewed annually for seasonal festival. A model template of Festival Crisis Management Plan is given as a reference document for organizers and authorities. The template may be adapted or modified as per the local settings of the festivals and mass gatherings

Model Template for Crowd Management Plan

b. Festival Details

Description of the event

Give a brief description of the event including the days of event, prayer timing, peak days and hours, access to the venue, transportation arrangement, and safety measures arranged.

Crowd Characteristics

Estimate the expected crowd for the event and the characteristics/demographics of the crowd. Planning should be made keeping in mind the targeted crowd. Most religious gatherings are participated by both genders, but some gatherings are limited to a particular gender. Explain the crowd movement pattern and crowd management system adopted

Site map

Prepare a detailed venue lay out with key emergency locations like police control room, EOC, emergency vehicle parking area, emergency exit, evacuation routes, evacuation places , information centre, queue section, hazard prone areas etc.

II. Risk Assessment

Crisis Response plan should address all the possible hazards in the venue. Identify the hazards and the risks that may arise during the festivals and develop mitigation strategies accordingly. Possible natural hazards, human induced hazards and likelihood of human stampedes may consider for risk assessment. Identify the locations in the venue where such hazards may happen and what would happen if a hazard originates. Analyze crowd movement pattern in the venue, bottle necks and stampede prone areas to plan for human stampede risk reduction.

III. Crisis Communication Plan

Crisis Communication plan act as the fundamental coordination mechanism for event organizer and emergency services. The event organizer is responsible to establish a crisis communication system for the venue that should include a system to address the public, and a system for internal communication.

IV. Onsite Response Plan

Identify the agency or department that is responsible for each hazard. Prior permission from the agencies must have taken while specifying the responsibilities of each agency. For effective emergency response, the festival venue may be classified as sectors and sector wise responsibilities may be assigned. Locate fire units and first aid teams at important locations for major events.

No	Response actions	Agency
1	Fire Response, Search and Rescue, evacuation	Fire and Rescue Department/ Event Organizer
2	Crowd Control and Human Stampede Response	Assam Police/ Event Organizer
3	Medical Response	Health Department
4	Natural Hazard response, District Level Coordination	Department of Disaster Management
5	Human Induced Hazards	Assam Police

In case of a natural hazard, immediately contact the District Emergency Operation Centre and request the support of District Disaster Management Authority Tinsukia.

Assam Police will have own procedure for handling a human induced threat. The event organizer should give necessary support to handle the situation

Plan fire response activities under the coordination of fire and rescue department. Train the event security personnel to use the fire extinguishers and fire points in the occurrence of a fire.

Based on the onsite medical arrangements made in the festival venue, prepare a medical response plan. Always keep in mind the nearest hospitals and facilities available. Divide the festival venue as different sectors and depute the medical teams sector wise. Establish direct communication channels with first aid units, ambulances and hospitals. Identify a triage area at the festival venue and make arrangements to clear the area for triage, stabilization and transportation in case of mass casualty incidents. The plan should include contact details of nearby hospitals and specify who will be responsible for coordination with the hospitals.

V. Resource Inventory

Include emergency contact details and resources which are required to meet a festival emergency

CHAPTER V STANDARD OPERATION PROCEDURE FOR STAKEHOLDERS

Standard operating procedure enlists the roles and responsibilities of organizers/departments for festival safety preparedness or crisis management. The roles given in the SOP are limited to the festival crisis management process only. If the event turns to a major disaster, wherein the assistance is required from the district/state authority, the NDRF and SDRF Team need to be called.

SOP for Event Organizers in view of Disaster Preparedness

- Planning for festival should be initiated at least six months in advance
- Constitute a festival management committee to coordinate festival safety
- Appoint a Festival Controller who will be responsible for communicating with stakeholder agencies/departments for preparedness
- Form groups/committees with leaders to allocate or distribute the works. Each group should be briefed clearly and fix the responsibilities.
- While preparing the event budget, organizer may allot a budget provision for safety arrangements. It will provide more seriousness to safety measures.
- Risk assessment should be conducted as part of event planning. These risks will be considered while planning for the festival Crisis Management Plan. Emergency coordinators, disaster management experts, emergency service departments will provide technical assistance for risk assessment. Festival safety budget provision may be used for technical services as well as risk assessment.
- Undertake a needs assessment or analyze the resource available with the event organizer for emergency management. Prepare a resource inventory of required resources
- Prepare a site map as part of site plan with strategic locations and emergency services
- Arrange sufficient number of Ambulances at the venue
- Submit event proposal form to the local authority/competent authority based on the expected crowd size.
- In case the event has firework display, request for approval from the concerned/nodal authorities shall be made in writing through proper channel at least one month in advance.
- The firework approval form should be in license form in line with Explosive Rules, 2008
- The fire crackers must be stored in a safer place away from the public and extensive care must be taken during the firework display.
- In organizing district level notified events, request the District Commissioner & Chairman, District Disaster Management Authority Tinsukia to hold a meeting with emergency services. Provide all safety related information to the respective departments/agencies
- For elephants to be used in procession get permission from the district administration and Divisional Forest Officer.
- Take a public liability insurance coverage for the festival period
- Ensure safety measures are taken during erecting any temporary structures like stages, resting place, storage room or any other constructions
- Proper space with required facilities should be given to the emergency departments for onsite emergency operations
- Provide specific parking area for emergency vehicle like ambulances, fire engines etc. and ensure that internal passages for emergency vehicles and emergency exit ways are clearly

defined and free of hindrance

- ▢ Make separate passage for general public and emergency vehicles within the festival area for emergency ingress and egress.
- ▢ If the event is planned indoors, special consideration should be given to entrance and exit points. Provide sufficient emergency exits and ensure it is operational during contingencies
- ▢ For major festivals an emergency operation centre should be established with the support of stakeholder agencies.
- ▢ Provide proper and clearly visible signage to entry/exit point, emergency exit, emergency services like ambulance, police, fire force etc., parking area, public addressing system and other key locations.
- ▢ Constitute volunteering team and give adequate briefing regarding the work and responsibilities. Keep contact details of volunteers at DEOC.
- ▢ Give training to the volunteers on crowd management, use of communication systems like VHF radios and provide them with distinct uniform for easy identification even within crowd. (Deputy Controller, Civil Defence, Tinsukia may be contacted in this regard)

During Disaster Response

- ▢ Give priority to emergency departments and Participate in response activity. Indulge the volunteers to response activities.
- ▢ Make use of public addressing system to assist the crowd in finding the evacuation routes and assembly points after the concerned authority or person activates the evacuation plan.
- ▢ Avoid spread of rumors or false information through public addressing.
- ▢ Manage crowd and help other emergency departments in crowd management
- ▢ In case separate emergency paths are absent, help other departments to clear the way for emergency vehicles (ambulance, Fire engine).
- ▢ Manage the media personnel and release required information.

Police Department

The event organizer should inform the local police about the expected crowd size, crowd behavior, potential issues or concerns, parking spaces, entry and exit routes etc. The police department will take over the responsibility of crowd management for the notified District level festivals/mass gatherings only. Crowd management at small scale events should be managed by the event organizer.

- ▢ Deploy sufficient force to maintain law and order in the notified festival area
- ▢ Prevent and detect any crime incident at gatherings
- ▢ Give safety and security to general public/visitors/VIPs
- ▢ Manage the crowd and vehicle traffic
- ▢ Inspect the event site and confirm that the information given by the organizers are correct and recommend any further modifications or requirements.
- ▢ Set up a control room and communication centre at the site and install CCTV (if not already present) at vulnerable locations where there are chances of overcrowding/ potential for a disaster for notified festivals (expenses should be borne by the organizer).
- ▢ Recommend places that can be used for parking especially for the emergency vehicle parking

to avoid traffic congestion.

- Deploy Quick Response Team at major mass gatherings for crowd control

Health Department

- Assess the medical risks of notified mass gatherings. For prolonged mass gatherings, consider the spread of communicable diseases.
- Deploy onsite medical emergency response teams and alert nearby hospitals as part of mass gathering preparedness to notified festivals
- Prepare a plan for mass casualty management at venue and direct nearby hospitals to prepare hospital preparedness plan.
- The head of onsite medical team should communicate with other hospitals and emergency services or ambulance services in case of an emergency or when resources are needed
- Keep updated contact details of nearest hospitals, private ambulances, and primary health centres for emergency communication.
- Make sure that all staffs know their roles and responsibilities and communication procedure needed for handling any emergency situation.
- Identify areas that may be suitable for triage and stabilization at the venue.
- If the place is inaccessible by ambulances, then the victims or patients should be brought on stretchers to ambulance and then to the nearest hospital. Arrangement for required stretcher holders for emergency patient transportation should be made in advance
- If patients are transported to hospitals after triage and stabilization, notify hospitals about influx. If the number of patients is more than the capacity of the referred hospital, arrangements are to be made to transport patients to other listed hospitals.

Department of Fire and Emergency Services

- Position required number of Fire fighting units in the festival area for notified festivals
- Conduct a safety auditing in the notified festival area and share the details with Police and District Disaster Management Authority, Tinsukia.
- Conduct specific safety auditing at storages of fire crackers.
- Inspect commercial shops, hotels and tea shops to ensure that they have undertaken fire safety measures. Issue notices to shops which have not followed the safety measures and bring it to the notice of Event 182rganizer. Event 182rganizer holds the responsibility to not open such unsafe stalls and allow them to open only after necessary safety measures have undertaken
- Deploy rescue team and swimmers if the gathering is organized near water body
- Verify evacuation routes, exit points and its accessibility
- Ensure Proper communication is present between the fire control room and various control posts at the venue. Ensure proper communication with DEOC

District Administration

- ▯ Verify the festival proposal and field check the safety measures
- ▯ Review the existing contingency plans of emergency departments and integrates into district disaster management plan.
- ▯ Verify the safety measures implemented at the venue
- ▯ If any major short fall on safety is observed in the festival, apply Disaster Management Act 2005 to rectify it.
- ▯ Verify the licenses obtained for all special needs of the event
- ▯ Depute Executive Magistrate as Incident Commander to the notified festivals attracting more than fifty thousand people
- ▯ Coordinate emergency departments for district level events
- ▯ If an emergency occur at the festival, activate district disaster management plan and notify concerned departments for immediate response
- ▯ Prepare a calendar of major festivals at district level
- ▯ Provide mass gathering alerts by SMS to the heads of concerned emergency services and Circle Officers on the day of mass gatherings
- ▯ Operate DEOC round the clock on major festival days and festival seasons
- ▯ Ensure timely, adequate and effective resources allocation in the event of an emergency.

Municipality / Panchayat

- ▯ Ensure that the event organizer has arranged necessary facilities and safety for the public
- ▯ Ensure that the event organizer has proper waste management system for the festival
- ▯ Coordinate waste disposal if the events are notified district level events
- ▯ Repair street lights owned by the local body in the festival area

Electricity Board

- ▯ Set up additional transformer for festival with respect to the required electricity
- ▯ Repair street lights operated by the electricity board in the festival area.

ANNEXURE I
FESTIVAL PROPOSAL FORM FOR RELIGIOUS/CULTURAL MASS GATHERINGS

A	Organizer of the Event		
B	Address of the festival organizer		
		Ph/Mob	
C	Who is in charge of the event		
		Ph/Mob	
	Event Details		
1	Name of event		
2	Location of event		
		Outdoor	Indoor
3	Duration of event		
4	Day and time of peak crowd gathering		
5	Target audience	Male	Children
		Female	Family
6	Is there any procession at the event	Yes	No
7	a. Expected crowd for procession		
8	b. Animal used for procession	Yes	No
	c. Starting Time and ending time		
	d. Procession route		
9	Whether the festival include free distribution of food	Yes	No
10	How many people are expected for food distribution		
11	Festival includes any special darshan/citing etc. If yes, give details		
	VENUE ARRANGEMENTS		
12	Any temporary structure is planned for the event. (If so, what structure and intended purpose)		

13	Is there any fireworks or pyrotechnic Displays	Yes	No
14	Agency/Individual conducting fireworks displays (give the address		
	Address		
15	Have you ensured that the agency is licensed for firework displays		
16	Quantity of fireworks items to be used		
17	Where is the storage point of firework items (attach an site map with this application)		
18	Display timings of fireworks		
19	How many Volunteers be available for event management		
20	Drinking water facility has arranged?	Yes	No
21	Adequate toilet facilities are provided at the venue?	Yes	No
22	Parking areas arranged? Location		
23	Proper signage provided at the venue	Yes	No
24	Traffic Diversion required	Yes	No
25	Arrangements made for waste disposal	Yes	No
	MEDICAL ARRANGEMENTS		
26	Onsite first aid team arranged	Yes	No
27	Nearest hospital from the venue and its distance (In km)		Distance
27	No of ambulances arranged		
	SAFETY ARRANGEMENTS		
28	what are the safety and security arrangements planned for the event		
29	Fire extinguishers have been installed at the venue		

30	Risk assessment conducted?	Yes	No
31	Have you prepared any evacuation plan	Yes	No
32	Have you prepared any emergency response plan	Yes	No
33	Private security is engaged for event management	Yes	No
34	Whether sanction taken from APDCL for special power supply during festival days	Yes	No
35	Alternate power back up has planned?	Yes	
36	Capacity of power back up or generator		No
37	What form of communication systems will be available for		
38	Have you taken public liability insurance coverage for the festival	If yes, give details	
	Public addressing	Yes	No
	Internal Communication for Emergency services	Yes	No
39	Plans that are attached with the form		
	Festival Crisis Management Plan	Yes	No
	Festival Venue Lay out map	Yes	No

ANNEXURE II

CHECK LIST FOR POLICE DEPARTMENT (One day before the event)

1	Onsite police control room established	Yes	No
2	Adequate personnel with respect to crowd size Deployed	Yes	No
3	Roles and responsibilities of each officers briefed	Yes	No
4	Bomb squad present at the venue	Yes	No
5	Participated in the event briefing	Yes	No
6	Communication system established	Yes	No
7	Met the heads of all emergency services	Yes	No
8	Familiarized with Festival Crisis Management Plan	Yes	No
9	Familiarized with evacuation routes	Yes	No
10	Deployed Police and entry and exit points with communication system	Yes	No
11	CCTV monitoring are in place for police	Yes	No
12	Venue crowd management system reviewed	Yes	No

ANNEXURE III
PRE-EVENT CHECKLIST FOR EVENT ORGANISERS

1	Entry points are cleared without any obstruction	Yes	No
2	Exit points are cleared without any obstruction	Yes	No
3	Sufficient Security personnel are engaged	Yes	No
4	Required signages have been installed at the venue	Yes	No
5	Venue lay outs have been installed at the venue	Yes	No
5	Communication system arranged for internal communication	Yes	No
6	Ensured Internal communication system is working	Yes	No
7	Communication system arranged for public addressing	Yes	No
8	Public addressing system is audible in the entire venue	Yes	No
9	Fire Extinguishers at the venue have been checked on date	Yes	No
10	Emergency Operation centre established	Yes	No
11	Information centre established	Yes	No
12	Drinking water facility arranged	Yes	No
13	Waste management facility arranged	Yes	No
14	Barricades have been installed for crowd control	Yes	No
15	CCTVs and monitoring unit is functional	Yes	No
16	First aid and ambulances are present	Yes	No
17	Vehicle parking areas arranged	Yes	No
18	Briefing carried out with all stakeholders	Yes	No
19	Departments/Agencies involved in the arrangements	Yes	No

Annexure

Annexure (i)

(1) STORAGE FACILITY WITH CAPACITY:

Sl.No.	Name of Storage Facility	Capacity (Qnt)	Contact Person	Remarks
1	Guijan Dev. Block, Loonpuria	3000	BDO. Guijan	Govt.
2	Itakhuli Dev. Block	3000	BDO. Itakhuli	Govt.
3	Hapjan Dev. Block	3000	BDO. Hapjan	Govt.
4	Margherita Dev. Block	3000	BDO. Margherita	Govt.
5	Saikhowa Dev. Block	3000	BDO. Saikhowa	Govt.
6	Kakopathar Dev. Block	3000	BDO. Kakopathar	Govt.
7	Sadiya Dev. Block	3000	BDO. Sadiya	Govt.

Annexure (ii) LIST OF IMPORTANT PHONE NUMBERS:

Important Phone Numbers of Officials in Tinsukia District

District Administration Tinsukia					
Sl. No	Name	Designation & Address	Contact Numbers		
			Office	Fax	Mobile
1	Sri Swapneel Paul, IAS	District Commissioner, Tinsukia	0374-2331572	0374-233310	9971835061
2	Sri Pabitra kr. Das, ACS	DDC Tinsukia			9957077012
3	Sri Gurnel Singh, ACS	CEO Zilla Parishad, Tinsukia & PD, DRDA Tinsukia			9435159160
4	Smt. Leena Kumari Pawe , ACS	CEO & Addl District Commissioner, Tinsukia			6001226166 9401072229
5	Smt. Mirzana Hussain, ACS	Addl District Commissioner, Tinsukia			8811063335
6	Sri Chinmoy Pathak, ACS	Addl District Commissioner, Tinsukia			7002325998
7	Jabed Arman, ACS	Addl District Commissioner, Tinsukia			9864283134
8	Dr. Mondira Boruah. ACS	Addl District Commissioner, Tinsukia			8011411378

9	Smt. Nuzhat Nasreen, ACS	SDO (Sadar)			9365765378 8723938058
10	Sri Kangkan Jyoti Saikia, ACS	Election Officer, Tinsukia			9859366776
11	Sri Bondit Gogoi, ACS	Asst. Commissioner, Tinsukia			8473921591
12	Smt. Ruby Gogoi	DPO, DDMA, Tinsukia	0374-2338656		9365118503
Police Administration					
1	Sri Gurav Abhijit Dilip, IPS	SP, Tinsukia	0374-2331468	0374-2333642	9435811001
2	Sri Jagadish Das, APS	SP, Sadiya	03756-244005	03756-244005	6026901201
3	Smt. Shambhavi Mishra , IPS	SDPO Margherita			6026901071 8750690127
4	Sri Mrinmoy Das, APS	Addl S.P. (HQ), Tinsukia			8638377198
5	POLICE CONTROL ROOM				0374-2337858 6900657812
Sub Divisional Administration					
Sl. No	Name	Designation	Contact Numbers		
			Office	Mobile	
1	Sri Parikshit Thoudam, IAS,	SDO (Civil) Margherita		9366469038	
2	Smt. Aditi Neog, ACS	Election officer, Margherita		9957575814	
3	Smt. Pronamika Konwar, ACS	Asst. Commissioner, Margherita		8724961929	
4	Sri Manash Jyoti Nath, ACS	SDO (Civil) Sadiya		9401219122	
5	Smt. Portia Khanikar, ACS	Asst. Commissioner, Sadiya		6901570224	
6	Sri Panjal Pratim Saikia, ACS	Election Officer, Sadiya		8638282595	
7	Sri Pritom Gogoi, ACS	Asst. Commissioner, Margherita		9101366047	
Sub Divisional Medical Administration					
1	Dr. Jayanta Bhattacharya	Joint Director of Health, Tinsukia			9435138342
2	Dr. Minakshi Hazarika	Dist. Surveillance			9435338118

		Officer Tinsukia		
3	Dr. Mridul Gogoi	CMS LGB Civil Hospital, Tinsukia		9435528636 8638531939
4	Dr. Pallabi Konwar	SMO, WHO Tinsukia		7060007844
5	Dr. Anjan Pathak	Epidemiologist Tinsukia		9854844520
6	Dr Ranjan Kakoti	SDMO Sadiya		9954552934 7002574184
7	Dr. Amarjyoti Saikia	Dy Superintendent Chapakhuwa FRU, Sadiya		9435338916
8	Dr. Asma Gajnobi	Dy Superintendent Doomdooma FRU		9435338206
9	Nur Islam	DPM, NRHM Tinsukia		9854092049 8638858620
10	Sri Bishnu Jaisy	Dist. Data Manager NRHM Tinsukia		9435003905

Revenue Circle Administration

Sl. No	Circle Officer Name	Designation/ Revenue Circle	Contact Numbers		
			Office	Fax	Mobile
1	Sri Manabjyoti Das , ACS	CO, Tinsukia	0374-2331451	0374-2331451	600267 7724
2	Smt. Kritika Sharmah, AL&RS	CO (A) Tinsukia			847387 2762
3	Sri Gyanjyoti Dutta, AL&RS	CO, Margherita	03751-220358	03751-220358	995433 4953
4	Sri Navajyoti Saharia, AL&RS	CO, Doomdooma	03756-240611	03756-240611	967800 1371
5	Smt. Bharti Borah, AL&RS	CO (A) Doomdooma			801101 7706
6	Sri Jaideep Rajak, AL&RS	CO, Sadiya	03759-244088	03759-244088	708644 2900

Field Officer, DM

Sl. No	Field Officer Name	Revenue Circle	Contact Numbers	
			Office	Mobile
1	Sri Shidhartha Gogoi	Tinsukia		9435115964
2	Sri Arunabh Buragohain	Sadiya		9706211886

3	Sri Jeevan Jyoti Chetia	Margherita		6001239068
4	Sri Bikash Moran	Doomdooma		7896868711
BDO				
Sl. No	Name	Designation & Address	Contact Numbers	
			Office	Mobile
1	Sri Ashim Sarma	BDO, Guijan		9435229664
2	Smt. Kaberi Buragohain	BDO, Hapjan		9365072589
3	Sri Kaustav Dehingia	BDO, Itakhuli		8403830436
4	Smt. Shruti Lekha Devi	BDO, Kakopather		9707513702
5	Sri Rohit Kr. Yadav	BDO, Margherita		7002019227
6	Sri Ribu Saikia	BDO, Saikhowa		8724096972
7	Smt. Purnima Saikia Dutta	BDO, Sadiya		9854373253 9101131810
Fire Services Station				
Sl. No	Name	Designation & Address	Contact details	
			Office	Mobile
1	Sri Suruj Khanikar	RTC, Fire & Emergency Services, Tinsukia		6001866020
2	Sri Jitenda Bhuyan	Sub Officer Fire & Emergency Services, Doomdooma		9854860140
3	Sri Nabin Gogoi	Sub Officer, Fire & Emergency Services, Sadiya		9954816656
4	Sri Pran Krishna Das	Station Officer Fire & Emergency Services, Margherita		9435547008 95777932761
Miscellaneous				
Sl. No	Name	Designation & Address	Contact Numbers	
			Office	Mobile
1	Sri Sandipan Borthakur	Div. Gen Manager, FCI Dibrugarh		7002381723
2	Sri Pratap Hazarika	Ex. Engineer, PWD, Tinsukia, Sadiya		6000586166

		Territorial Road Div.		
3	Sri Achyut Kr. Baruah	Ex. Engineer PWD, Digboi, Margherita Territorial Road Div.		8638009703
4	Sri Abinash Kr. Das	Asst. Ex. Engineer, WR Doomdooma Sub Div		6001497398
5	Sri PC Ranjit Ram (IFS)	DFO, Digboi		9101093019
6	Khanindra Nath Das	DFO, Tinsukia Wildlife Div.		9706618149
7	Sri Pranjal Kakoti (AFS)	DFO, Doomdooma		9101388453
8	Sri Sunil Kumar Dutta	Range Officer, Tinsukia		9435234836
9	Sri Samar Biswakarma	Supeintendent Engineer Tinsukia Irrigation Div		8638406823
10	Sri Dibyajyoti Mohan	Ex. Engineer PHE, Tinsukia		9435530059
11	Sri Deepak Mena	District Agriculture officer, Tinsukia		9101745750
12	Sri Arup Kumar Chakraborty	Ex. Engineer, PWD (B), Tinsukia		9435174083
13	Smt. Kabita Deka	IS, Tinsukia		9435640207
14	Smt. Kabita Deka	i/c Dist Elementary Education Officer, Tinsukia		9435640207
15	Sri Bikash Sharma	DIPRO, Tinsukia		79954004086
16	Smt. Eva Borkakoty	CEO, APDCL, Tinsukia		9435532880
17	Sri Moniraj Giri Borthakur	AGM Digboi Electric Division		9706871973
18	Sri Madhuram Patiri	DAO, Agriculture		8721058246
19	Dr. Rupjit Kakoti	District Veterinery Officer		7086377277
20	Sri Rupjyoti Kalita	DTO Tinsukia		9435114875
21	Sri Rupanta Sonowal	Asst Deputy Controller Civil Defence		9854177806 6001090790

Annexure (iii) INFORMATION DISSEMINATION SYSTEM:

The information dissemination at times of emergency for Tinsukia District has been laid down as under:

- (1) The ADC (Disaster Management) will be the nodal officer for this. He/She will apprise District Commissioner, Project Officer (DM) and persons concerned, Circle Officers, Water Resource Deptt., PWD (Roads) Deptt. IWT Deptt., Medical & Health Deptt. through SMS and phone.
- (2) The representative from BSNL was asked to look into the possibility of providing parallel connection of the toll free number (1077) to the District Commissioner's Office. They should immediately arrange for alternative phone connectivity in the control room of District Commissioner's Office. Nazarat Officer to take steps accordingly. DPO will also train flood control room duty personnel properly.
- (3) Circle officers will have village vulnerability map with them so that they can pass message to respective Gaon Buras / LR Staff and PRI members without fail. Superintendent of Police will accordingly inform Officers- in- Charge of Police Stations and In-Charge of Out Posts. Circle Officers will also keep contact numbers of boat owners of vulnerable villages and swimmers.
- (4) All concerned Departmental Heads, Circle Officers and their Officers; Gaon Buras should keep their mobiles on switch on mode round the clock till flood season is over.
- (5) The Water Resource dept. as well as the PWD (State and Rural Roads) should take steps to maintain a strong liaison between their officials and their manpower at the field level and keep the District Administration well informed on any emergency situations that may arise.
- (6) ADC (DM) will utilize services of DIPRO for issuing press release for informing the public on GR issued, making people aware about warnings (only in case of emergency). The contact nos. of SDIPRO and DPO (DM) should be circulated to all concerned persons so that they can get the required information in need of the hour.

Annexure (iv) Roles & Responsibilities of Departments as per ASSAM STATE DISASTER MANUAL

Water Resource Department

Post Flood	<p>The Executive Engineer, Water Resources will visit the generally flood affected areas and shall:</p> <ol style="list-style-type: none">1) By the 31st of December<ol style="list-style-type: none">a) Classify the different areas and localities of district on the basis of the flood hazard atlasb) Re-prepare/update the map if there be any change in classification of areas shown in the map.c) Forward by the 31st of January the list of areas classified along with the re prepared/updated map to the DCs and SDOs and other district level officersd) Suggest D.C. for undertaking village work on: Digging link drains and other drains to prevent water congestion in localized depressions and Construction of bunds or repairment of bunds to protect agricultural lands against flood; Prepare detailed plans and estimates for works as may be required by DC and render necessary technical assistance to DC in execution of works.2) By the 30th of April<ol style="list-style-type: none">a) Prepare a tentative list of flood control personnel for flood fighting, patrolling on embankments, dykes and other flood protection structures;
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	<p>b) Arrange and store in suitable places: Materials for erecting temporary sheds at the work sites Other materials for protection from danger by floods to flood control structures;</p> <p>c) Keep all departmental vehicles, boats and launches in fit for-operation condition;</p> <p>d) Ensure that the embankments, dykes and other structures are in good condition;</p> <p>e) Complete short term emergent flood protection measures in areas, such as drains, closure of breaches, construction of retirement bunds, anti-erosion measures and others</p> <p>3) By the 10th of May, accompany DC along with SP for a joint verification of vulnerable areas</p>
During Flood	<p>The Executive Engineer, Water Resources will:</p> <p>1) Follow the Flood Warning System</p> <p>2) As soon as the river is within one meter of the danger level start vigorous patrolling at the reach of the embankments/dykes and other flood protection structures; and;</p> <p>3) Keep close touch with DC On occurrence of flood, the EE shall</p> <p>1) Examine the physical conditions of the embankments/dykes and ensure that leakages, seepages if any are promptly attended to;</p> <p>2) Take protective measures without loss of time in case of any signs of breach;</p> <p>3) Assist DC in the flood operation by sparing personnel equipment, vehicles, boat and launches as available.</p>
After Flood	<p>As soon as flood water recedes, the Executive Engineer, Water Resources shall:</p> <p>(i) Suggest DC in order of priority, the works to be taken up on test relief which may include the following: Digging link drains and other drains to drain outstanding flood water Construction and repairment to ring and other <i>abadi</i> protection bunds; and Repairment to and deepening of existing drainages to eliminate possibility of future floods</p> <p>(ii) Prepare plans and estimates of those items of work as may be required</p> <p>(iii) Render technical assistance, as necessary to DC in execution of works.</p> <p>2) Finalize and start labour-oriented departmental works for test relief in consultation with DC. This may include the following: Repairs to damaged embankments/dykes, other flood protection structures out of their own funds and render technical assistance to P&RD and Agriculture department to undertake similar works involving embankment and bunds; Minor flood protection works; Works already provided for in the approved schemes for these areas.</p> <p>3) Restore tools, equipment, vehicles and other stores;</p> <p>4) Collect materials, vehicles lent to DC; and</p> <p>5) Repair/replace damaged tools/equipment</p> <p>6) Prepare plan and estimates for repairing damaged structures/embankments and place it before the DDMA for onward submission to the Government for necessary approval for State Disaster Response Funds (SDRF).</p>

Joint Director, Health Services

Pre Flood	<p>The Jt. Director (JD), Health Services will visit generally flood affected areas by the 30th of April</p> <ol style="list-style-type: none"> 1) Prepare: a list of hospitals, Primary Health Centres, dispensaries and others institutions located in these areas a list of doctors and paramedical staff already available in each of the areas and the number of additional Hands against each category that may be required in each of the areas in case of acute floods a list of doctors paramedical staff of different category who can be withdrawn from their places of works and their services utilized for relief work; 2) Ensure that adequate stocks of medicines, vaccines and disinfectants likely to be necessary are kept at the district and subdivision head-quarters; 3) Keep ready in the district/subdivision head-quarters materials for Augmenting the hospital beds by at least 10 in case of necessity; and Opening one dispensary camp for each of the very vulnerable areas; 4) Arrange for mobilizing at short notice two medical relief teams at the district head quarters in order to rush them for relief works; 5) Prepare a detailed plan for utilizing the doctors and other voluntary organizations in the district during floods if so required, and 6) Take measures for prevention of epidemic and arrange for necessary vaccinations of the people in these areas. 7) Ensure that ambulances and boat clinics are operational. 8) The Director Health Services shall arrange before the 30th of April. Awareness Programmes for the general public in the very vulnerable and vulnerable flood affected areas on health education measures which are to be implemented prior to the flood season, through specially prepared mass media, like posters, pamphlets, filmstrips and cinema shows; Print adequate numbers of health education materials and send them to the Joint Director, Health Services at the District Headquarters before the 15th of April for distribution Ensure that the Principal of the medical keep ready medical teams, each consisting of about 10 doctors, paramedics and supporting staff so that the teams can be rushed to the flood affected areas at short notice. The teams should be equipped to move with their own medicines, tents, food items cooking utensils lanterns and other necessities so that they can function as self-contained units without depending on other agencies. 9) Refresher's course for doctors and paramedical personnel covering such aspects as medical care and prevention of epidemics during natural calamities will be arranged by the Director Health Services with emphasis on special problems on care and prevention during and after floods. The course may consist of: First-aid course by demonstration and practice; Prevention of epidemics lectures and practical demonstrations in application of insecticides and disinfectants and disposal of dead bodies and Emergency sanitation-lectures and demonstration on purification of water, disposal of sewage, construction of temporary latrines, maintenance of cleanliness
During Flood	<p>On receipt of flood warning, the Joint Director (JD), Health shall:</p> <ol style="list-style-type: none"> 1) Alert the doctors and para-medical staff 2) Inform DC/SP for arranging transport for staff and ambulance services to be available at the short notice, if departmental vehicles are not available; 3) Check personnel, equipment and medical stores On occurrence of floods JD shall: <ol style="list-style-type: none"> 1) Maintain close touch with DC 2) Immediately visit the flood affected areas along with one medical team 3) Start measure for health relief at a Primary Health Centre/dispensary/sub-centre, if such an institution is located conveniently in the flood affected area 4) Make immediate arrangements to open dispensary camps in the affected areas if the existing health institutions cannot cover the areas 5) Decide immediately whether isolation of certain patients is necessary and desirable and if so, construct temporary isolation daybeds in the primary health centre/dispensary/sub centre/

	<p>dispensary camp as may be convenient. JD shall also post the required additional staff for maintaining the isolation wards</p> <p>6) Decide whether isolation of certain patients is necessary and if so establish temporary hospital facilities in the nearest PHCs/hospitals. Additionally, JD shall post required staff for maintaining the hospital facilities and arrange transport for the patients to the hospital.</p> <p>7) (i) Decide the extent of health measures to be taken and work out whether additional medical relief teams are required. If so, he will mobilize staff within his district and deploy them. If staff are not sufficient JD shall request the Director of Health Service for additional aid (ii) Entertain for short period additional paramedical and Grade IV staff, as may be absolutely necessary;</p> <p>8) Utilize the services of Red Cross and other voluntary organizations, as may be forthcoming in rendering relief in the flood affected areas</p> <p>9) Arrange other relief measures like disinfection of water sources, vaccination, health education from the nearest PHC with the help of staff attached to those institutions</p> <p>10) Frequently visit the flood affected areas and ensure effectiveness of health measures.</p>
After Flood	<p>After the floods, JD shall:</p> <ol style="list-style-type: none"> 1) Restore equipment and stores; and 2) Repair/replace damaged equipment; and 3) Arrange for disposal of unutilized medicines and disinfectants 4) Prepare plan and estimates for repairing damaged structures and place it before DDMA for onward submission to the Government for necessary approval for State Disaster Response Funds (SDRF)

Sub-Divisional Officer/Sectional officer IWT

Pre Flood	<p>The Subdivision Officer/Sectional Officer, Inland Water Transport shall visit the generally flood affected areas by the 30th of April and shall:</p> <ol style="list-style-type: none"> (1) Keep all vessels and boats fit for operation. (2) Periodically arrange training for technical personnel and arrange tools and spare parts in IWT workshop and other stores for maintenances and repairmen of boats. (3) Prepare an estimate POL consumption per hour and total carrying capacity available of relief boats and other vessels and inform the DC
During Flood	<p>On receipt of flood warning the SDO/SO IWT shall maintain close touch with DC and:</p> <ol style="list-style-type: none"> (1) Alert his subordinates to keep themselves ready for floods; (2) Finalize the arrangement for deployment of relief boats and other vessels with necessary tools and plants and other stores; (3) Draw up tentative programs for carrying out duties; and in consultation with DC/SDO (Civil) impose restrictions on the plying of boats on the river during high flood situation to ensure public safety. (4) Take up with EE, IWT Guwahati for arranging additional vessels, stores and spares, if necessary. On occurrence of floods, he will take action as follows: <ol style="list-style-type: none"> (1) Place relief boats and other vessels, as directed by DC to the flood affected areas and start relief operations; (2) Arrange, purchase and transport POL for vessels from the agencies as arranged by DC; and (3) Undertake constant tours to the affected areas and ensure adequacy of the arrangements made

After Flood	<p>Post flood relief operations: , he will</p> <ol style="list-style-type: none"> 1) Restore relief boats, other vessels, equipment and stores and 2) Take steps for the repairment to of damaged boats/vessels owned by IWT as well as the district administrations.
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Executive Engineer, Irrigation Department

Pre Flood	<p>Executive Engineer, Irrigation shall visit all irrigation works in his jurisdiction with special emphasis to the vulnerable areas and he will by the 30th of April:</p> <ol style="list-style-type: none"> 1) Check and ensure that canals and other structures for of irrigation in these areas are in good condition 2) Check against unauthorized construction likely to damage any structures of irrigation department 3) Assess requirements and arrangement of tools and plants and other stores 4) Keep vehicles, tractors and bull-dozers under the division in good, running condition 5) For relief work in vulnerable areas <ul style="list-style-type: none"> ▫ Prepare tentative list of works; and coordinate with other department i.e., WR/P&RD/Agriculture to carry out necessary works without which the existing irrigation infrastructures may be damaged by flood. ▫ Check provisions already made in approved schemes for these areas.
During Flood	<p>On receipt of flood warning, the EE, Irrigation shall:</p> <ol style="list-style-type: none"> 1) Keep close touch with the DC; 2) Alert staff; and 3) Check <ul style="list-style-type: none"> ▫ Tools and plants, store, ▫ Vehicles, trucks, bull-dozer, <p>On occurrence of floods, the EE shall:</p> <ol style="list-style-type: none"> 1) Visit the irrigation works in flood affected areas; 2) Lend the DC materials (if available) for temporary relief camps, vehicles if required; 3) Assess requirements and deploy staff to::Suggest DC for undertaking irrigation works, on test relief and render technical assistance as necessary; and <ul style="list-style-type: none"> ▫ Take safety measures for the protection of irrigation canals and other irrigation works. 4) Frequently visit the flood affected areas and ensure measures for safety of irrigation structures; and 5) For test relief: <ul style="list-style-type: none"> ▫ Finalize list and start works; ▫ Take up labour intensive items for approved plan schemes in the areas by engaging flood affected people
After Flood	<p>After the flood operation, EE shall:</p> <ol style="list-style-type: none"> 1) Restore tools, plants and stores 2) Repair/replace damage tools and plants; and 3) Collect materials, vehicles, lent to District Commissioner 4) Prepare plan and estimates for repairing damaged structures and place it before DDMA for onward submission to the Government for necessary approval for State Disaster Response Funds (SDRF).

Irrigation Department

Pre Flood	<p>Executive Engineer, Irrigation shall pursue joint verification with the Mechanical/Electrical counterparts of Irrigation Project/schemes that falls under the jurisdiction of the Nodal Division and shall:</p>
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	<p>(1) By 31st December</p> <p>a) Identify the vulnerable points of irrigation structures like head works, aqueducts, cross drainage, canal embankments and canal system, intake LIC/DTW points and the like.</p> <p>b) Map vulnerable structures and canal systems including vulnerability of mechanical / electrical structures.</p> <p>c) Forward by the 31st of January, the prepared maps showing vulnerabilities to DCs and SDOs and other district level officers.</p> <p>d) Suggest DC for undertaking works on Repairing vulnerable structures of the project. Closing branches of canal embankments, raising and strengthening of embankments to protect agricultural lands against flood. Assess the position of pumps/motors including electrical transformers and statuses of electrical connections Prepare a detailed plan and estimate of works as may be required by DC and render necessary technical assistance to DC in execution of the works.</p> <p>(1) By 30th April</p> <p>a) Prepare a tentative list of Irrigation personal for round the clock patrolling of Irrigation structures and canal system.</p> <p>b) The Addl. CE(I)SEs along with the concerned EE shall visit the generally flood affected area under command of each scheme and ensure that the canal embankments, irrigation pump motors, electrical equipment are in good condition/require immediate measures to project irrigation assets identified as vulnerable from joint verification.</p> <p>c) Complete short term emergent flood protective measures of electrical/mechanical pump houses, from impending danger from bank erosion.</p> <p>By 30th May</p> <p>a) Accompany DC along with SP for joint verification of vulnerable areas</p> <p>b) Identify drought prone areas under command of irrigation projects</p>
During Flood	<p>The Executive Engineer shall:</p> <ol style="list-style-type: none"> 1. Follow the Flood Warning System/message at the upstream release of water from the dam etc. of international country like Bhutan for headwork protection at Major/Medium project Head Work located at National/International boundary 2. Keep constant vigil of on canal systems and round the clock monitoring duty of important canal structures like Head Works 3. Keep open the Head Work gates during occurrence of flood of a devastating nature 4. Keep in touch with DC and take action during unprecedented floods that cause danger/damage to structures and inform higher departmental officials immediately
After Flood	<p>As soon as flood water recedes, the EE Irrigation shall:</p> <ol style="list-style-type: none"> 1. Prepare plans and estimates for these items of work that may be required for irrigation supply to field after receding of flood. 2. Finalize and start labour oriented work for test relief in consultation with DC which includes the following: Repair to damage canal embankments, afflux bunds, guide bunds, bund protection work out of their own funds and render technical assistance to P&RD to undertake works involving canal embankments and bunds 3. Prepare plan and estimates for repairing damaged structures embankments/pump houses/intake points and place those before DDMA for onward submission to the Government for necessary approval of the State Disaster Response Fund (SDRF)

Executive Engineer, PWD (Roads)

Pre Flood	<p>The Executive Engineer PWD (Roads) will visit the generally flood affected areas within jurisdiction, and shall by the 30th of April:</p> <p>(1) Ensure that:</p>
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	<ul style="list-style-type: none"> ▫ The road-side debris/materials are stacked in proper places so that they are not washed away during floods; ▫ The passage of all cross drainage works (bridges and culverts) are clear and free from obstructions to allow easy flow of the flood water; ▫ The Existing protective works, as exist in culverts and bridges and road approaches flanking such structure will have been repaired as necessary; ▫ The bailey bridges, single boats, engine driven mar-boats, bull dozers, road rollers trucks and other vehicles of the division are in good running condition; ▫ Materials for constructing temporary bridges and camps for PWD workers are available in stock according to the limit prescribed by the Chief Engineer, PWD ▫ Soundings are taken as necessary for structure, situated below the water level in April, and necessary drawings prepared for subsequent reference during floods. <p>2) Assess stocks of CI sheet, tarpaulins and other materials as are generally used for tents and temporary huts in relief camps, which may be available for lending to the DC if required,</p> <p>3) Assess and prepare list of staff of different categories for duties and make necessary arrangements</p> <p>4) Arrange reserve stock of tools and plants and other stores at scales prescribed by the chief Engineer, PWD</p>
During Flood	<p>On receipt of flood warning the EE shall:</p> <ol style="list-style-type: none"> 1) Under emergent conditions keep constant and continuous contacts with the concerned District Commissioners/Civil Sub Divisional Officers 2) Alert his subordinate for floods 3) Draw up tentative programmes of the measures to be taken. <p>And also:</p> <ol style="list-style-type: none"> 1) Immediately visit the flood affected areas 2) Assess requirements and deploy staff for: Keep round the clock vigil of the roads and bridges, threatened by floods; Restore communication within the shortest time possible in all the National Highways, state roads and district roads in consultation with the superintending engineer. In case of village roads at least pedestrian traffic has to be restored; Keep proper vigil that no unauthorized cuts are made in PWD roads for draining out of flood water; and Take measures for the preservation of PWD buildings and other works in the flood affected area and prevent encroachments on Government lands under his charge. 3) Report the submergence of roads to the District Commissioner, Superintending Engineer, Chief Engineer and Secretary, PWD immediately after the occurrence indicating concisely the location and extent of submergence, the fact of closure of traffic; 4) Report the nature and extent of damage during flood even where there is no subsidence or after subsidence of flood water, as the case may be and if the traffic is closed as a result thereof; 5) Press into service baily bridges and vehicles, (as available) for rescue operations and transhipment of marooned people livestock and others as may be required by the DC 6) Render technical assistance as may be required by the DC in constructing temporary huts in relief camps and in other test relief works, such as repairs to damaged village roads, culverts, bridges and new village roads.
After Flood	<ol style="list-style-type: none"> 1) Restore tools and plants; 2) Repair/replace damaged tools and plants; 3) Collect the items lent to DC for creating temporary structures in relief camps; 4) Take steps to repair damaged roads, culverts, bridges, buildings and other structures borne in the books of PWD; 5) Report DC, SE, CE and Secretary, PWD soon after restoration of communication and also intimate the expenditure/liability incurred thereof; 6) Prepare detailed estimate which should also include the expenditure/liability incurred for restoration of traffic, the cost appraisal for the restoration of the road surface/structures to the original condition and

	<p>submit together with the statement in the proforma to the SE for onward transmission by the latter to higher authorities in PWD for obtaining sanction and arrangement of funds</p> <p>7) Prepare plan and estimates for immediate restoration of damaged infrastructures and place it before DDMA for forwarding it to the Government (for SDRF).</p>
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Executive Engineer, PHE

Pre Flood	<p>The Executive Engineer, Public Health Engineering shall visit the generally flood affected areas by the 30th of April, and:</p> <ol style="list-style-type: none"> 1) Assess measures likely to be required for safe water supply in the areas; 2) Prepare: A list engineering personnel of different categories already available in the nearest PHE division and the number of additional hands that may be required in each area in case of heavy floods; A list of engineering personnel of different categories who, in case of necessity can be withdrawn from their places of work and utilised for relief work; (3) Arrange for mobilizing at short notice two PHE teams at the district headquarters to rush them for relief work; (4) Ensure adequate stocks of: Equipment and materials for sinking tube well, ring well, pit/sanitary latrines in the relief camps and other places in the flood affected areas; and Camp materials and other stores for workers and keep them in appropriate places. Preposition the water purifier mounted vehicle used for providing packaged drinking water in vulnerable locations in the State. (5) Keep the departmental vehicles in good running condition.
During Flood	<p>On receipt of flood warning, EE shall:</p> <ol style="list-style-type: none"> 1) Alert subordinate officers and staff regarding floods; 2) Check vehicles, equipment, stores and 3) Draw up tentative programmes for action. <p>On occurrence of floods, EE shall:</p> <ol style="list-style-type: none"> 1) Keep close touch with the DC; 2) Visit the flood affected areas immediately with one PHE team and start measures for water supply and pit/sanitary latrines 3) Assess extent of water supply measures required and deploy necessary staff. If the staff available in the district are not sufficient to cope with the situation, arrange through CPHE additional staff; and 4) Constantly visit the flood affected areas and ensure adequate safe water supply measures and sanitation in the relief camps.
After Flood	<p>After the flood relief operation, EE shall:</p> <ol style="list-style-type: none"> 1) Restore tools and equipment, stores, etc. and 2) Repair/replace damaged tools and equipment 3) SDRF proposals for damaged water supply pipelines and infrastructures

Superintendent of Police

Pre Flood	<p>The Superintendent Police (SP) will visit the generally flood affected areas and he will by the 15th of May:</p> <ol style="list-style-type: none"> 1) Prepare a list indicating the number of Police personnel, Civil Defence and Home guards likely to be deployed in addition to the Police personnel in the existing Police stations and out posts in each such area for purposes like Law & Order, Rescue & Evacuation. The list regarding the Civil Defence and Home guards shall be prepared in consultation with the Commandant, Civil Defence and Home Guards of the district. SP shall indicate the requirement of Civil Defence and Home Guard through the District Magistrate; 2) Keep the Police vehicles and equipment, in good working condition;
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	<p>3) Prepare a tentative list of vehicles likely to be required for requisition for patrolling rescue operation, evacuation of affected people live-stock, transport of relief workers and carrying relief articles;</p> <p>4) Arrange for required number of police wireless sets to be kept in readiness for temporary installation in the affected area; and 5) Stock the required equipment and stores</p>
During Flood	<p>On receipt of the flood warning, SP shall:</p> <ol style="list-style-type: none"> 1) Alert/ready the Police personnel for relief operations; 2) Collect intelligence reports about incidences of crime following the flood and take effective measures to prevent and investigate such crimes; 3) Assist in rescue operations and evacuation or transfer of affected people to relief camps or safer places through providing security to the rescuers (SDRF/NDRF) 4) Help strayed persons to re-establish contact with members of their families or relations; 5) Take care of salvaging property including live-stock of the affected people; 6) Post police guards at vital installations and arranging guard for relief materials at the relief camps; 7) Render assistance in restoration of means of communications (police wireless will be commissioned if necessary) 8) Arrange special patrol on lines of communications, along with relief materials when carried; 9) Arrange required number of vehicles in addition to the available police vehicles, by requisition or otherwise; and 10) Undertake constant tours to be able to bring in effective police measures. 11) Disseminate information through Police Radio Communication if required.
After Flood	<p>After the flood relief operation SP shall:</p> <ol style="list-style-type: none"> 1) Restore vehicles, equipment and camp materials and 2) Repair/replace damaged equipment

District Animal Husbandry & Veterinary Officer

Pre Flood	<p>District Animal Husbandry and Veterinary Officer will visit the generally flood affected areas and he will by the 30th of April</p> <ol style="list-style-type: none"> 1) Assess requirements of veterinary measures to be taken in The areas and arrange Veterinary Assistant Surgeons(VAS), Veterinary Field Assistant(VFA) and other staff; Equipment, medicines, vaccines and disinfectants Materials for installing first aid centres and camp dispensaries. Suitable high places for sheltering live-stock from flood affected areas. Mobilize at short notice two or more veterinary teams (each team normally comprising one VAS and five VFA) at the district headquarters for relief work in case of an emergency. Keep prescribed scales of all essential equipment, medicines, vaccines, disinfectants in every hospital dispensary, first aid centre in the areas to be readily available for relief. Fodder like hay and green grass from live-stock fodder farms or from the other sources Measures for prevention combating a situation like widespread disease in epidemic form among animals. 2) Assist the District Commissioner in arranging with local traders for supplying animal feed at reasonable price if required during the floods 3) Prepare a veterinary map for these areas showing veterinary hospitals, dispensaries, first aid centres, AI. Sub-centres and cattle population covered by each of these institutions and forward a copy each to DC and Director of Animal Husbandry and Veterinary. <p><i>Training in Veterinary relief measures</i></p> <p>The Director of Veterinary shall organize:</p> <ol style="list-style-type: none"> 1) By arrangement with the veterinary college short duration training course in veterinary medical care and prevention of epidemic among animals for staff of the V. & AH. Department; and 2) Awareness programmes for general public in these areas on veterinary measures to be implemented prior to flood season through posters, pamphlets and film strips. DAH & VO on receipt of flood warning shall:
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	Alert the subordinate officers and field staff; 2) Check and arrange personnel stores, equipment, vehicles and 3) Draw up tentative programme of relief work;
During Flood	On occurrence of floods DAH & VO shall: 1) Keep close touch with DC.; 2) Visit the flood affected areas immediately with a veterinary relief team and start relief measures; 3) Arrange with the help of DC shifting of live-stock to suitable high places; 4) Assess extent of veterinary services required and deploy necessary staff. If the staff available for relief work in the district are not sufficient then arrangement for drafting of additional staff from outside the district through the Director of Animal Husbandry and Veterinary shall be made; 5) Open first aid centres and dispensary camps if the existing first aid centres, dispensaries and hospitals are not sufficient; 6) (i) Assist the public in taking preventive measures against any epidemic among live stock and take measures to vaccinate all susceptible livestock against such diseases 7) Arrange and distribute feed and fodder for the animals as directed by the DC; and 8) Constantly visit the flood affected areas and ensure effectiveness of the measures
After Flood	After the flood DAH & VO shall: 1) Restore equipment and stores; 2) Repair or replace damaged equipment; 3) Arrange for the disposal of balance medicines or replenish stock of medicine and stores 4) Take steps for repair of damaged veterinary buildings 5) SDRF proposals be prepared, if any

Deputy Director, Food & Civil Supplies

Pre Flood	The Deputy Director of Supply or any other officer of procurement and distribution of civil supplies in the district will by the 30 th of April: 1. Arrange for the procurement of controlled commodities like rice and maintain a reserve stock of the required quantities of these items in specified places, with the government agencies to be released during the floods on a requisition from the DC. The reserve stock will not be released for any other purpose without the specific approval of DC.; 2. Hold discussions with representatives of the Chamber of Commerce, local traders and co-operatives and ensure that adequate stock of other non-controlled essential commodities like edible oil, salt, kerosene, free sugar, gur, pulses, and potatoes. Baby food, wheat bran and the like are maintained by them so that they can also be made available at reasonable prices to DCs for relief works. 3. Arrange through the Director of supply for procurement of the controlled and essential non-controlled and essential non-controlled items, which cannot be locally procured from within the district. 4. Intimate DC the names of the agencies and the quantity of reserve stock available with each; 5. Keep certain quantities of reserve stock by arrangement with the approved dealers of GCI sheets to be made available at reasonable rates to be made flood affected people ; and 6. Arrange with the Food Corporation of India, the Assam State Co-operative Marketing and Consumers' Federation Limited and the wholesale Co-operative Societies for lifting by DC from each of these agencies not exceeding 500 quintals each of <i>atta</i> and rice, as necessary, without prior allotment of the Government of India or the Director of Supply. Such lifting of <i>atta</i> or rice will be adjusted against the quota of the next month or regularised by obtaining formal allotment
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During Flood	<p>The D.D.S. or the officer –in-charge of civil supplies shall:</p> <ol style="list-style-type: none"> 1. Ensure adequate supply position of essential commodities, particularly the controlled commodities not only in the affected areas but also in the other areas of the district; 2. Keep constant vigil by the supply staff so that the traders do not take advantage of the situation create any condition of artificial scarcity and inflate the price of the commodities. Any tendency towards hoarding and profiteering should be dealt with sternly; 3. Take steps on priority basis for arranging additional supplies from within or outside the district, if the reserve stock of the controlled commodities is not enough for relief due to widespread floods; 4. Cause retail outlets to be opened, where necessary, in the affected areas as may be directed by the DC Deploy staff for relief in the affected areas; and 6. Seek at once the assistance of DC in case of difficulty regarding transport of essential commodities: If it is due to shortage of wagons, to move government for taking up with the railway authorities at the appropriate level for placing of sufficient number of wagons; and For taking up with the Assam State Transport Corporation, Inland Water Transport Organisation and other transport agencies for giving priority in transporting essential commodities in the flood affected areas. If the fleet of these organizations is not sufficient to cope with the situation, the vehicles, boats and motor launches. Requisitioned by DC for relief may also be utilized.
After Flood	<p>D.D.S. or the officer in-charge shall:</p> <ol style="list-style-type: none"> 1) Obtain the particulars from the government agencies regarding the quantity of each of the commodities released from the reserve or other stock for relief and submit a complete return within one month from the date of expiry of the emergency to DC and to the Director of Supply 2) Allow with the approval of DC the balance of the reserve stock, with different government agencies to be utilized for general purposes as soon as the flood relief is over.

District Social Welfare Officer

Pre Flood	<p>The District Social Welfare Officer (SWO) will visit generally flood affected areas under jurisdiction and shall by the 30th of April:</p> <ol style="list-style-type: none"> (1) Make arrangements for Mobile units of maternity and child welfare centres likely to be necessary in the affected areas Draw up nutrition programmes for children below 6 years and expectant/nursing mothers in the flood prone areas through the Anganwadi Centres; Provide community education (material support and activities) on promoting early initiation and exclusive breastfeeding and timely quality complementary feeding for young children and also special nutritional needs of pregnant and lactating mothers ,hand washing ,safe water, hygiene and sanitation. Make arrangements for taking care in the relief centres of orphans, old, infirm and the destitute; and (2) Make a list and the facilities of voluntary social welfare organisations and Anganwadi Centres located in the district which may be associated, in case of necessity, in relief operation and a list of personnel for rendering services in the relief centres. 3) Keep vehicles in good running condition.
During Flood	<p>On receipt of flood warning SWO shall:</p> <ol style="list-style-type: none"> 1) Keep constant touch with DC; and 2) Alert personnel about floods On occurrence of floods, SWO shall: <ol style="list-style-type: none"> 1) See that orphans, old, infirm and destitute accommodated in the relief/evacuation centre are properly taken care of ; 2) Requisition the services of the voluntary social welfare organizations for rendering assistance as and when necessary; 3) Organize running of kitchen, if required by DC for the persons mentioned in (1) above:

	<p>4) Shift the destitute, where necessary to the destitute homes; and</p> <p>5) Ensure optimal infant and young child feeding practices i.e., protect, support and promote early initiation of breast feeding within 1 hour of birth and exclusive breastfeeding of infants for six months, counsel on safe, adequate and acceptable complementary food for children with continued breastfeeding for 2 years and above.</p> <p>6) Donate milk powder, packaged infant food substitute or milk substitute is not recommended for children under 2 years of age as clearly stipulated in the IMS (Infant Milk Substitute Act)</p> <p>7) Ensure appropriate management of moderate to acute malnutrition of children and supplementary feeding for vulnerable groups including pregnant and lactating women according to identified needs.</p> <p>8) Support and coordinate with NRHM for vitamin supplementation and deworming (12-59 months) with the help of Anganwadi workers.</p> <p>9) In coordination with the Health department support identification of severely acute malnourished children and refer them to health facilities/nutrition rehabilitation centre.</p> <p>10) Ensure the intake of iodized salt among women and children.</p>
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Agriculture Department

Pre Flood	<p>The District Agricultural officer shall:</p> <ol style="list-style-type: none"> 1) Undertake extension measures relating to the latest result of research available from the Assam Agricultural University or from other sources on already released varieties including flood tolerant varieties and other cultural practise for agriculture in the generally flood affected areas; 2) Advise the dates after which seed transplanted should not be undertaken; and 3) Advise on the suitable cropping patterns 4) By the 30th of April the district Agricultural officer will visit the generally flood affected areas and Make an assessment along with the Revenue staff of the acreage under crops and number of cultivators likely to be affected in each of the areas; Prepare a block-wise agricultural map showing areas under different crops in the generally flood affected areas and forward a copy each to the District Commissioner, the Zonal Joint Director of Agriculture and the Director of Agriculture; Assess requirement of and assist DC in arranging for seeds, seedlings and manures for grants; and agricultural loans in cash and kind (seeds, seedling, manures, agricultural implements bullocks) Assess requirement and arrangement for pesticides for protection of crops after floods and tools and plants relief works. 5) Make arrangements for raising seedling in specific government agriculture farms/ nurseries. If the quantity to be raised in the government farms/nurseries is not enough, the balance should be raised by arrangement with cultivators
During Flood	<p>On receipt of flood warning the district Agricultural Officer (AO) shall:</p> <p>Alert all the subordinate officers and field staff</p> <p>Check stock of seeds, manures implements and make arrangements for raising seedlings and</p> <p>3. Draw up a tentative programme for relief works On occurrence of floods, he will keep in constant touch with DC and will shall:</p> <ol style="list-style-type: none"> 1. Immediately collect agricultural statistics along with Revenue staff about acreage under crops affected by flood, damage to crops, and number of cultivators involved 2. Arrange distribution of agricultural inputs in consultation with DC <p>(i) render technical guidance to the needy cultivators for salvage and protection of surviving crops and raising of such varieties of crops as may be suitable during the season or in the next cropping season</p>

	(ii) Arrange for spraying of pesticides, where necessary; and (iii) Approach the Soil Conservation Department for removal of excessive sand deposits in agricultural fields which cannot be removed by an individual farmer's efforts ⁴ . AO shall constantly visit the flood affected areas to ensure effectiveness of agricultural relief and rehabilitation measures
After Flood	After the flood relief operation AO shall: 1) Restore the tools and plants 2) Repair the damaged tools and plants 3) Dispose of undistributed seeds and manures which cannot be kept for use beyond a particular crop season

District Elementary Education Officer/ Inspector of Schools

Pre Flood	The Inspector of Schools(IS) shall by the 30th of April: 1. Prepare a list of Government and aided schools in the very vulnerable and vulnerable areas showing particulars of buildings <i>i.e.</i> , location, accommodation in square meters in respect of each school and forward a copy of the list to DC/SDO 2. Prepare a list of teachers and other staff who may be available from each schools for flood relief work if so required by the DC/SDO and forward a copy of the list to DC/SDO 3. Collect a list of suitable N.C.C cadets / Scouts/ NSS volunteers from the District Sports Office who shall be available for flood relief work if required by DC/SDO and forward a copy of the list to DC/SDO
During Flood	.On receipt of flood warning, 1.the IS shall alert the teachers/ staff/NCC cadets/Scouts/NSS volunteers as per the list prepared to be ready to move for flood relief duties as soon as requisitioned by DC/SDO 2. (i) Order closure of a school, the building of which has been requisitioned by the DC/SDO for utilising as evacuation/ relief centre; (ii) Order for closure of any school in the flood affected areas if necessary up to 15 days. The IS shall take the approval of the Director of Secondary Education if closure of a school beyond this period is considered necessary. 3. Visit the flood affected areas and assess if any educational concession/assistance is required to be given to the flood affected students/ institutions. If so, draw up scheme on priority basis and submit to government in Education Department through DC/ SDO for sanction and allotment of funds. <i>Duties of the Director of Elementary Education & Director, Secondary Education</i> The Director of Elementary/Secondary Education shall: 1) Issue standing directions to all school authorities in the State to lend the services of school teachers and other staff if and when required by the DC/SDO for floodand other relief duties 2) Request the District Sports Officer to issue standing instructions to the NCC units for deployment of NCC cadets when requested by the Inspector of Schools to assist DC in Flood relief operation 3) Request all colleges to lend the services of the college teachers and staff when required by DC/SDO for flood relief duties
After Flood	Submit details of damaged infrastructures

District Commissioner/DDMA

Pre Flood	<p>1) Convene meetings of the DDMA for flood preparedness of which the first meeting is to be held by the 15th of February to advise on the following in aspect of the district headquarters/ subdivision</p> <p>Maximum number of relief centres likely to be set up Facilities to be available at each centre Maximum likely number of relief parties</p> <p>The manner in which individuals and voluntary organizations are to be associated with the relief teams The manner in which Panchayats will be associated with relief operations. List of protection works to be completed by the 30th of April by the Water Resource department/ Panchayats. Labour-oriented works likely to be taken up by P&RD, P.W.D, Irrigation, Forest, Agriculture and others Issues relating to flood affected areas to be tackled by P.W.D, W.R. and the Irrigation Department before the onset of monsoons; and Adequacy or otherwise of the preparations made by the various authorities concerned for dealing with the floods as required</p> <p>2) Take up steps for implementation by the various authorities as per the recommendations of DDMA meeting on flood preparedness. By 30th April, the DC as Chairperson DDMA will: Divide the district into compact zones each comprising a group of villages falling under both 'very vulnerable' and 'vulnerable' areas as classified in DDMP and each such zone shall be serially numbered. Select responsible officers not below the rank of Circle Officer who have thorough idea of the geographical terrain and other local conditions of the respective zone, to be designated as Relief Officer (RO) for placing him in charge of each zone and shouldering such duties and responsibilities as may be assigned to him Select sites for evacuation centres and relief centres in safe areas. The site for sheltering livestock may be decided in consultation with the district A. H. & Veterinary officer. In selecting sites, preference shall be given to high lands, schools, market places and places not likely to be inundated.</p> <p>Make a rough estimate of requirements:</p> <ul style="list-style-type: none"> • Controlled commodities like rice, <i>atta</i>, and controlled cloth and other non-controlled essential commodities like edible oil, salt, kerosene, free sugar, gur, pulses, potatoes, baby food, wheat bran and similar items and intimate the Deputy Director or any other officers of Civil Supplies in the district for necessary arrangement. • Petrol for vehicles requisitioned from the public; engine driven mar-boats, launches and arrange with depots or agencies of the IOC for ensuring supply as and when required during floods and intimate such arrangements to the district officers of the concerning departments. • Operational cost of the boats for carrying out Search & Rescue and evacuation operation may be incurred from the GR funds. <p>3) Prepare A sub-division wise list of officers and staff available for deployment of relief duty as and when called for; A list of jeeps, buses, trucks and other vehicles for requisition in case of necessity, in consultation with the D.T.O; A list of boats/mar-boats/bailey bridges as shall be available from P.W.D. and the Inland Water Transport Department. A list of boats, private and public, other than those included in the list prepared under (iii) above, which can be requisitioned in case of necessity.</p> <p>4) The District Commissioner will undertake a joint inspection by the 10th of May along with the E.E., WR department and S.P., as a precautionary measure against breaches in embankments, bunds, drains, nullahs and other flood protection works, to see if necessary repairs and the like have been done and that they are in good condition.</p>
During Flood	<p>1) DDMA will conduct weekly meeting to review flood management during the flood season</p> <p>2) On receipt of flood warning D.C will: Take action as per Standard Operating Procedure (SOP) prepared by the State Send relief officers along with other staff to the respective zones; Request SP to send Police party and install temporary wireless stations if required Direct Station Officer, Fire & Emergency Services to place State Disaster Response Force (SDRF) personnel along with rescue boats if required. Seek suggestion from the WR department for</p>

	<p>evacuating people from vulnerable places</p> <p>3) On occurrence of Flood the DC will: Visit the places of occurrence Ascertain the nature and extent of flood Make prompt operational decisions Assess requirement of men and materials for relief operations Call for coordinated aid Ensure that services are Arranged and materials are mobilized according to the needs Supervise arrangement in Evacuation centres and Relief Camps Arrange to collect donation in cash and kind from local branches of Red Cross, UNICEF etc. & contribution from the Voluntary Organizations Requisition as and when necessary the services of the officers of various departments, Urban Local bodies and Zilla Parishads for undertaking relief works Call for Non-Officials/Volunteers/NYK, Civil Defence, Red Cross Volunteers or members of other voluntary organizations, if circumstances so warrant, to associate for such works as may be considered suitable for Secure assistance from the Army/NDRF or other Central Government Response agencies when arrangement made by civil authorities prove to be inadequate D.C will make arrangements for constructing shelter in Relief Camps if required and will arrange in the Relief Camps sanitation and maintenance of clean lines and water supply through the P.H.E.DC will, within the scales prescribed by the State, grant gratuitous relief in cash and kind to the deserving affected people. Gratuitous relief will be distributed through responsible Government officers. Details of the GR issued are to be displayed in a notice board in the Relief Camp for public information and maintenance of transparency DC will arrange proper distribution of relief articles received as donation in kind among the deserving affected people through the official and non-official agencies DC will arrange for taking care of the infirm, destitute, orphans, children and expectant/nursing mothers in the relief centres through the assistance of the distribution social welfare officer Supply of cooked food should generally be discouraged. DC will arrange supply of cooked food in evacuation centres / relief camps only in unavoidable cases. Where so supplied, the quantity should as far as possible be at the scales prescribed by the State</p>
After Flood	<p>1) DC will collect agricultural statistics from the revenue staff and the district agricultural officer about areas under crops actually affected by flood, damage to crops and the number of cultivators involved</p> <p>2) Immediately after the flood water recedes, a report on losses and damages of each district is to be submitted to the Government in the Revenue & Disaster Management Department in the form as given in Appendix X</p> <p>3) Make:</p> <ul style="list-style-type: none"> □ Assessment of the requirement and arrangement for distribution through the Agriculture department i) Seeds and seedlings as grants-in-aid and ii) Agricultural loans in cash and kind such as seeds, seedlings, manures, agricultural equipment and □ Grant rehabilitation loans for construction repairmen of houses in deserving cases among the affected people <p>4) Provide in case of persons who are uprooted by erosion, alternative lands for homestead or cultivation as the case may be and also arrange for distribution among them, if necessary, gricultural grant and loans. Endeavor should however, be made to provide alternative land near about their original villages.</p> <p><i>Contraction & closure of relief:</i></p> <p>While it is necessary to provide all kinds of relief required, it is equally essential that strict economy is exercised so that resources of the state do not get strained unduly. Generally, full pictures as to the duration of relief measures will emerge as soon as the waters have subsided. DC will judge for how long the relief operation is to be continued and when contraction/closures of operation is needed. In declaring closures of relief operation he will take the approval of the divisional commissioner and inform all concerned.</p> <p>The following factors should weigh in declaration of contraction/ closure of relief operation. The</p>

	<p>actual point at which relief operation can safely be closed down will depend on the severity of the crop failure. Where there has been a serious failure of <i>Ahu</i> crop it will usually be necessary to continue relief measures till the next Rabi crop is reaped and where there is a failure of <i>Bao</i> crop relief should usually be continued till such time as DC in consultation with the Commissioner may decide. In other cases, relief measures should not normally be allowed to continue longer than the situation demands.</p> <p>The process of gradual closure of works should normally begin as soon as the demand for field employment sets in. Also, the physical condition of the people and the extent to which private employment is available and wages earned thereby</p> <p>5) DC will submit a comprehensive report immediately after the closure of the flood relief operations in the district to the Government in the Revenue and Disaster Management Department through the Commissioner of Division Submit details of the losses and damages in the prescribed formats for submission of request of assistance to Government of India, if required Every concerned line department will prepare and submit plans and estimates regarding damaged infrastructure for consideration under SDRF as per the procedures laid down</p>
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Annexure (v)

RESPONSE PLAN FOR FLOODS

Response at District level	
<p>On receipt of Flood Warning, DDMA will pass the information for taking necessary measures to: The concerned SDO(Civil) Revenue Circle Officer Suptd. of Police Executive Engineer WR Dept. Executive Engineer, PWD(Roads) Station Officer-Fire Service Station and I/C of State Disaster Response Force (SDRF)/National Disaster Response Force (NDRF) if stationed in the district. Deputy Director, F&C Supplies Jt. Director Health Services District Veterinary Officer to take necessary measures so that if necessary assistance can be provided in short notice to the affected areas DIPRO, if requires to give public announcement for evacuating people from vulnerable areas</p>	<p>District Commissioner (DC) will direct Addl. DC or CEO, DDMA</p>
<p>SP will instruct Senior Station officer, Fire and Emergency Services/SDRF to assist the Circle Officer in rescue, evacuation and relocation processes</p>	<p>Superintendent of Police (SP)</p>
<p>Senior Station officer, Fire and Emergency Services will mobilize teams of SDRF and boats available in their custody and coordinate with DDMA/Circle Officer for response.</p>	<p>Sr. Station Officer, Fire and Emergency Services</p>
<p>Executive Engineer, WR Dept. shall mobilize man material to strengthen weak embankment, keep constant vigil on Water Levels &and take necessary temporary measures to avert any breaches in embankments.</p>	<p>Executive Engineer, WR Dept.</p>
<p>Take adequate measures to ensure that the road communication is not disrupted; repair any breaches on roads for evacuation and supply of relief to the affected people</p>	<p>Executive Engineer, PWD (Roads)</p>
<p>Jt. Director Health Services on receipt of information will initiate to mobilize medical response team, ambulances and alert all government hospitals in the area likely to be affected. JD shall also direct SDMHO and I/C PHC of the concerned area to form a team of doctors equipped with necessary medical</p>	<p>Jt. Director Health Services</p>

equipment and move to the affected places or Relief Camp/centre as required by the Circle Officer.	
Take periodic report of the situation and instruct Circle Officers, Jt. Director Health Services, Executive Engineers of PWD(Roads),PHE, WR, Irrigation, Police, Fire & Emergency Services to take necessary measures as required for dealing with the situation	District Commissioner
District Commissioner will also inform State HQ about the prevailing situation and actions taken.	District Commissioner

Response at Revenue Circle level	
On receipt of warning, mobilize the Lot Mondal, Gaon Burah, SDRF and other agencies and resources available under Circle Officer's jurisdiction	Circle Officers (COs) of the concerned Revenue Circle
Go to the specific location immediately and inform the villagers on the probability of any flood event and ask them to take necessary precautionary measures	Lot Manadal and Gaon Burah
In case of probability of high intensity flood, evacuation of people from vulnerable areas to pre-identified safe locations and preposition of quick Response Team/ SDRF/NDRF/Police Force/Sand Bags/ Boats/ Tarpaulin/Tents)	Circle Officers (COs) of the concerned Revenue Circle
Keep DC/SDO (Civil) informed on an hourly basis about the situation on the ground level and may request additional resources of man, material and machines if required from DC or SDO (Civil)	Circle Officers (COs) of the concerned Rev. Circle
Inform: Block Development Officer (BDO), so that BDO can inform PRI representatives for appropriate action, GP Secretary and GP President for appropriate action	Circle Officers (COs) of the concerned Revenue Circle
Open Relief Camps if required and give requisition for GR to DC	Revenue Circle Officer
Arrange for distribution of Relief	Revenue Circle Officer