

Railway Station Safety Initiative

By



Revenue and Disaster Management Department

Government of Haryana

RAILWAY STATION DISASTER MANAGEMENT PLAN



Railway Junction, Jind

2014-15



CENTRE FOR DISASTER MANAGEMENT

HARYANA INSTITUTE OF PUBLIC ADMINISTRATION, GURGAON

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1. Disaster Management in Indian Railways

“Railway Disaster is a serious train accident or an untoward event of grave nature, either on railway premises or arising out of railway activity, due to natural or man-made causes, that may lead to loss of many lives and/or grievous injuries to a large number of people, and/or severe disruption of traffic etc, necessitating large scale help from other Government/Non-government and Private Organizations.”

The Indian Railways is the world’s largest government railway. It is a single system which consists of 65,436 route km of track that criss cross the country, on which more than 20,238 number of trains ply, carrying about 23 million passengers and hauling nearly 2.77 million tonnes of freight every day. Therefore, the safety of operations on the Railways and the safety and security of the millions availing the services of the Railways are of paramount importance. India is vulnerable, in varying degrees, to a large number of natural as well as man-made disasters. Heightened vulnerabilities to disaster risks can be related to expanding population, urbanization and industrialization, development within high-risk zones, environmental degradation and climate change. It can also be related to increase in terrorism around the Globe.

DISASTER DEFINED IN RAILWAYS’ CONTEXT

The concept of a Disaster was not adequately and comprehensively defined on Indian Railways, till the year 2005. It was accepted that a Disaster situation implies, on the railways, to cover only cases of serious rail/train accidents. The definition of Disaster Management (DM) as given by the Government of India was legislated for the first time in the Disaster Management Act, 2005. The broad principles of disaster for any department of the Government changed to the concept of any incident which could not be handled with alone by that department i.e. if it was beyond the coping capacity of a particular department, the incident could be termed as a disaster. With this came the concept of the departments of Government of India as also the State Governments required to join hands to extend whatever facilities were available with them to provide relief/rescue and mitigation on the occurrence of a disaster.

Disaster in the Railway context was traditionally a serious train accident, caused by human/equipment failure, which may affect normal movement of train services with loss of human life or property or both. This is now extended to include natural and other manmade disasters. Different types of disasters are described along with a few examples, below:

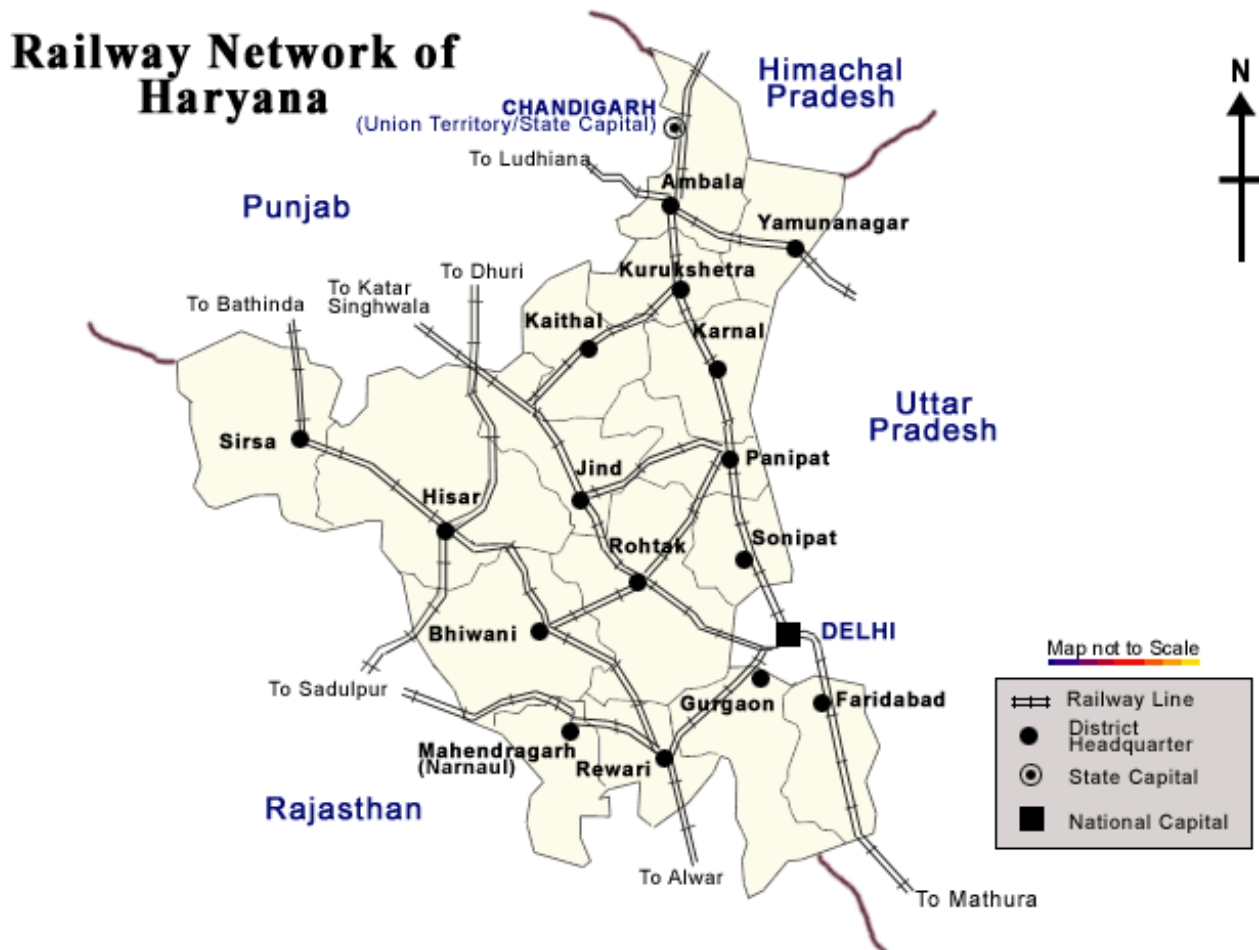
- a) Natural Disaster includes Earthquakes, Floods, Cyclones, Land Slides, Snow Avalanches, Tsunami etc.
- b) Train Accident related Disaster includes Collisions (with a huge number of casualties), Train marooned (flash floods), derailments on a bridge over a river and coaches falling down, train washed away in cyclone, derailment of a train carrying explosives or highly

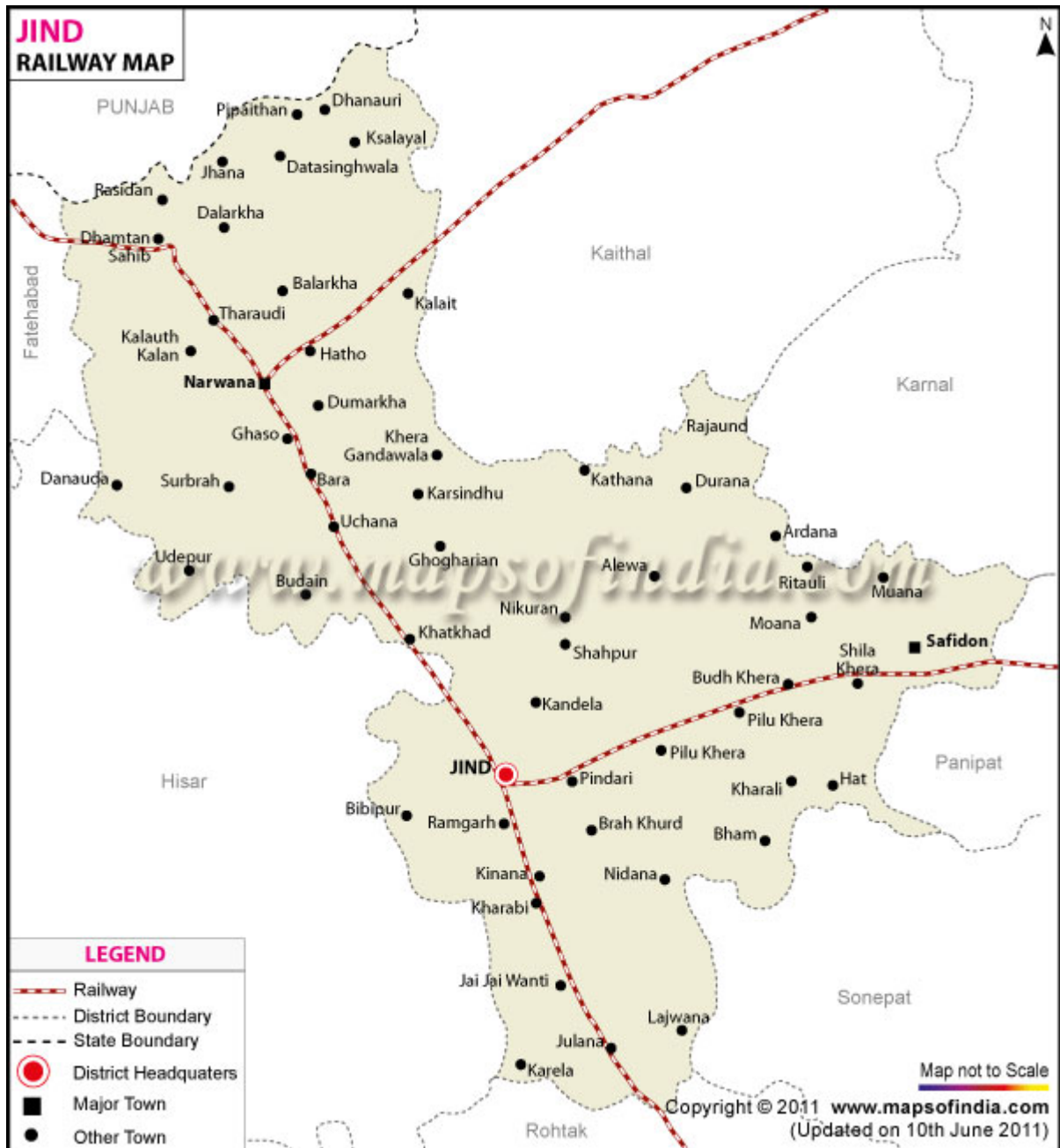
inflammable material, tunnel collapse on a train, fire or explosion in trains, and other miscellaneous cases etc.

c) Manmade Disasters covers Acts of Terrorism and Sabotage, i.e. causing deliberate loss of life and/or damage to property, which includes Setting a Train on fire, Railway installations etc., bomb blast at Railway Station/Train, Chemical (Terrorism) Disaster, Biological, Radiological and Nuclear Disaster.

Hisar Railway Station:-

Hisar is a railway junction, and it falls under Bikaner division of North Western Railway Zone. The first railway line to the city was laid down in 1883 when Delhi Rewari Railway was extended to Bhatinda. The railway station is a part of Western Dedicated Rail Freight Corridor according to which the city is to be developed as an export-oriented industrial units. The city is well connected to Delhi, Punjab, Rajasthan and Jammu and Kashmir through rail links.





List of Trains and Train Numbers From & To Jind Station:

Train Time Table UP (Jind Junction)

Train No.	Train Name	From	To	Arrival	Departure	Days of run
12137	Punjab Mail	CSTM	FZR	0.12	0.15	DAILY
12455	A.C. Express	DEE	BKN	0.38	0.4	DAILY
14035	Dhauladhar Express	DLI	PTK	1.05	1.08	TUE,THU,SAT

16317	Himsagar Express	CAPE	JAT	2.35	2.4	MON
16031	ANDMAN EXP.	MASS	JAT	2.35	2.4	TUE, FRI, SAT
11449	JBP-JAT Express	JBP	JAT	2.32	2.4	WED
16687	Navyug Express	MAQ	JAT	2.35	2.4	THU
19803	KOTA-JAT Express	KOTA	JAT	2.35	2.4	SUN
54045	345- UP PASSANGER	JHI	FZR	-	3.25	DAILY
54038	2 JNK BY NRW Express	JHI	KKDE	-	4.15	DAILY
54023	1 JR	ROK	JHI	8.2	-	DAILY
54049	1JPR BY PNP	ROK	JHI	8.25	-	DAILY
54040	4JNK BY NRW	JHI	KKDE	-	8.25	DAILY
12037	STB EXPRESS	NDLS	LDH	9.4	9.6	SUN,T,W,TH,F
12043	STB EXPRESS	NDLS	MOGA	-	-	MON, SAT
14625	CHINDWARA	DEE	FZR	9.18	9.2	DAILY
54641	341 UP	DLI	FZR	10.45	11	DAILY
12047	STB EXP.	NDLS	BTI	11.14	11.16	MON,SAT
54042	6JNK BY NARWANA	JHI	KKDE	-	13.05	DAILY
54007	3JPR BY PNPT.	ROK	JHI	13.45	-	DAILY
54031	1DJ	DLI	JHI	15.2	-	DAILY
12481	INTERCTY Express	DLI	SGNR	15.38	15.4	DAILY
12485	NED Express	NED	SGNR	-	-	MON,TUE,FRI
12421	NED Express	NED	ASR	-	-	THU
19023	JANTA Express	BCT	FZR	16.15	16.2	DAILY
54043	343 UP PASS	JHI	HSR	-	16.35	DAILY
54048	8JNK BY NRW	JHI	KKDE	-	17.45	DAILY

15909	AVADH EXPR.	NTSK	LGH	18.1	18.15	DAILY
54035	IDJJ	DLI	JHL	19.15	19.45	DAILY
74013	DMU BY NRW	DLI	KKDE	20.1	20.4	M,T,W,TH,F,SUN
54033	3DJ	DLI	NRW	21.4	21.45	DAILY
54009	5 JPR BY PNP	ROK	JHI	22.3	-	DAILY
13007	TOOFAN EXPR.	HWH	SGNR	22.55	23	DAILY
19717	JP-CDG EXPR.	JP	CDG	23.4	23.45	DAILY
12138	PUNJAB MAIL	FZR	CSTM	2.2	2.23	DAILY
13008	TUFAN EXPRESS	SGNR	HWH	3	3.05	DAILY
54006	2JPR BY PNP	JIND	ROK	-	4.35	DAILY
15910	AVADH EXPR.	LGH	NTSK	4.4	4.43	DAILY
12456	A.C.EXP.	BKN	DEE	5.03	5.05	DAILY
54036	2DJJ	JHL	DLI	6.12	6.25	DAILY
14036	Dhauladhar Express	PTK	DLI	7	7.05	WED,FRI,SUN
54032	2DJ	JHI	DLI	-	7.2	DAILY
74014	DMU BY NRW	KKDE	DLI	7.35	8.05	M,T,W,TH,F,SAT
14626	CHINDWARA EXP	FZR	DEE	9.17	9.2	DAILY
54008	4JPR BY PNP	JHI	ROK	-	10	DAILY
19024	JANTA Express	FZR	BCT	10	10.05	DAILY
19804	JAT KOTA EXP.	JAT	KOTA	10.24	10.27	MON.
16318	Himsagar Express	JAT	CAPE	10.24	10.27	TUE
16032	ANDMAN EXP.	JAT	MAS	10.24	10.27	WED,SAT,SUN
11450	JAT JBP EXP	JAT	JBP	10.24	10.27	THUR
16688	Navyug Express	JAT	MAQ	10.24	10.27	FRI
12482	INTERCTY Express	SJNR	DLI	10.36	10.39	DAILY

54037	1 JNK BY NRW	KKDE	JHI	11.1	-	DAILY
54044	344 DN PASS	HSR	JHI	14.49	-	DAILY
54039	3JNK BY NRW	KKDE	JHI	15.39	-	DAILY
54034	4 DJ	JHI	DLI	-	15.49	DAILY
54050	6 JPR BY PNP	JHI	ROK	-	16	DAILY
19718	CDG-JP EXP	CDG	JP	17.19	17.25	DAILY
54024	6 DJ	JHI	DLI	-	17.39	DAILY
12048	STB EXP	BTI	NDLS	18.38	18.39	MON,SAT
54642	342 DN PASS	FZR	DLI	18.25	18.49	DAILY
12044	STB EXP	MOGA	NDLS	-	-	MON,SAT
12038	STB EXP	LDH	NDLS	19.43	19.45	TUE,W,TH,F,SUN
12422	NED Express	ASR	NED	-	-	MON
12486	NED Express	SGNR	NED	-	-	TUE,F,SAT
54041	5 JNK BY NRW	KKDE	JHI	21.25	-	DAILY
54046	346 DN PASS	FZR	JHI	22.45	-	DAILY
54010	NRW- JHI PASS	NRW	JHI	23.29	-	DAILY
54047	7 JNK BY NRW	KKDE	JHI	0.35	-	DAILY
12137	Punjab Mail	CSTM	FZR	0.12	0.15	DAILY

2. Chapter : Railway Station Profile

2.1 Railway Station Details

1.	Name of Railway Station	Railway Junction, Jind	
2.	Incharge	Station Superintendent	
		Mobile	9729530180
3.	<u>Railway Station Timings :</u> Railway Station Enquiry Cash Branch Overtime Branch Booking Branch Ticket Verification Branch	24 hr. 24 hr. 24 hr. 24 hr. 24 hr.	
4.	<u>Major Branches</u>	1. Traffic Dept. 2. P. Bay 3. Inspector of Works 4. Electric Dept 5. Carriage & Baggage 6. RPF 7. GRP 8. Medical	

2.2 Possible Hazards:

Hazards (in and around the Railway Station)	Hazard Probability (High / Med / Low)
Rail Accidents	H
Flood	L
Earthquake	H
Building collapse	L
Epidemic / Contagious disease	L
Fire	H
Heat Wave	L
Cold Wave	L

Industrial / Chemical hazard	M
Stampede	M
Animal Bite	L
Snake Bite	L
Food Poisoning	L
Others (specify)	-

2.3 Identification of Potential Structural/Non Structural Hazards

Sr. No.	Structural/Non Structural Hazards Areas	Location
	Inside Railway Station	
1.	Gas cylinders	In 2 nd class waiting Hall, Canteens
2.	Other fuel (petrol/diesel/kerosene etc.)	Generator area
3.	Chemical bottles	-
4.	Main Electrical Boards	Electrical division
5.	Hanging Electrical Wires	-
6.	Suspended Ceilings	-
7.	Unfixed Almirah/cabinets	Offices
8.	Unfixed wall Frames	Offices
9.	Doors/ Windows	Offices
10.	Open drains/ gutter	-
11.	Trees	Outside from railway premises.
12.	Defected staircases	-
13.	Severely cracked walls	-
14.	Others (specify)	-
	Outside Railway Station	
1	Trees	Both side of track
2	Power Lines	-
3	Towers	-
4	Others (specify)	-

2.4 Resource Inventory

Sr. No.	List of Items	Details of the item	Person Incharge	Contact No. of the person in charge
1.	First Aid Kits	2	S.S. , SM on duty	9729531943

2.	Fire Extinguishers	14	S.S. , SM on duty	9729531943
3.	Sprinkler System	NA		
4.	Ladder (Nos. and Length)	NA		
5.	Rope (Nos. and Length)	NA		
6.	Stretchers	1	SM	01681-226201
7.	Torches	3	SM	01681-226201
8.	Hammers	Available	SM	01681-226201
9.	Generators / UPS	02	SM	01681-226201
10.	Floor Carpets/ Daris	-		
11.	Blankets	12	SM	01681-226201
12.	Others	-		

2.5 Nearest Resources

Sr. No	Nearest Resource	Distance in Kms	Contact no
1	Police Control Room, Hisar	5	100,245711
2	Fire Station, Azad Nagar, Hisar	4	101, 01681-251273
3	Fire Station, Barwala Road, Hisar	2	101
5	General Hospital, Hisar	5	01681-245455
7	Ambulance Services	5	102

2.6 List of Hospitals for Emergency Management

Sr. No.	Name of the Hospital/Doctor's Name	Total Beds	Emergency Beds	Telephone	
				Office	Residence
1	<u>Civil Hospital Jind</u>				
	CMO	100	-	245455	-
2	Health Unit , Jind Junction	2	-	9729531536	
3					
4					
5					

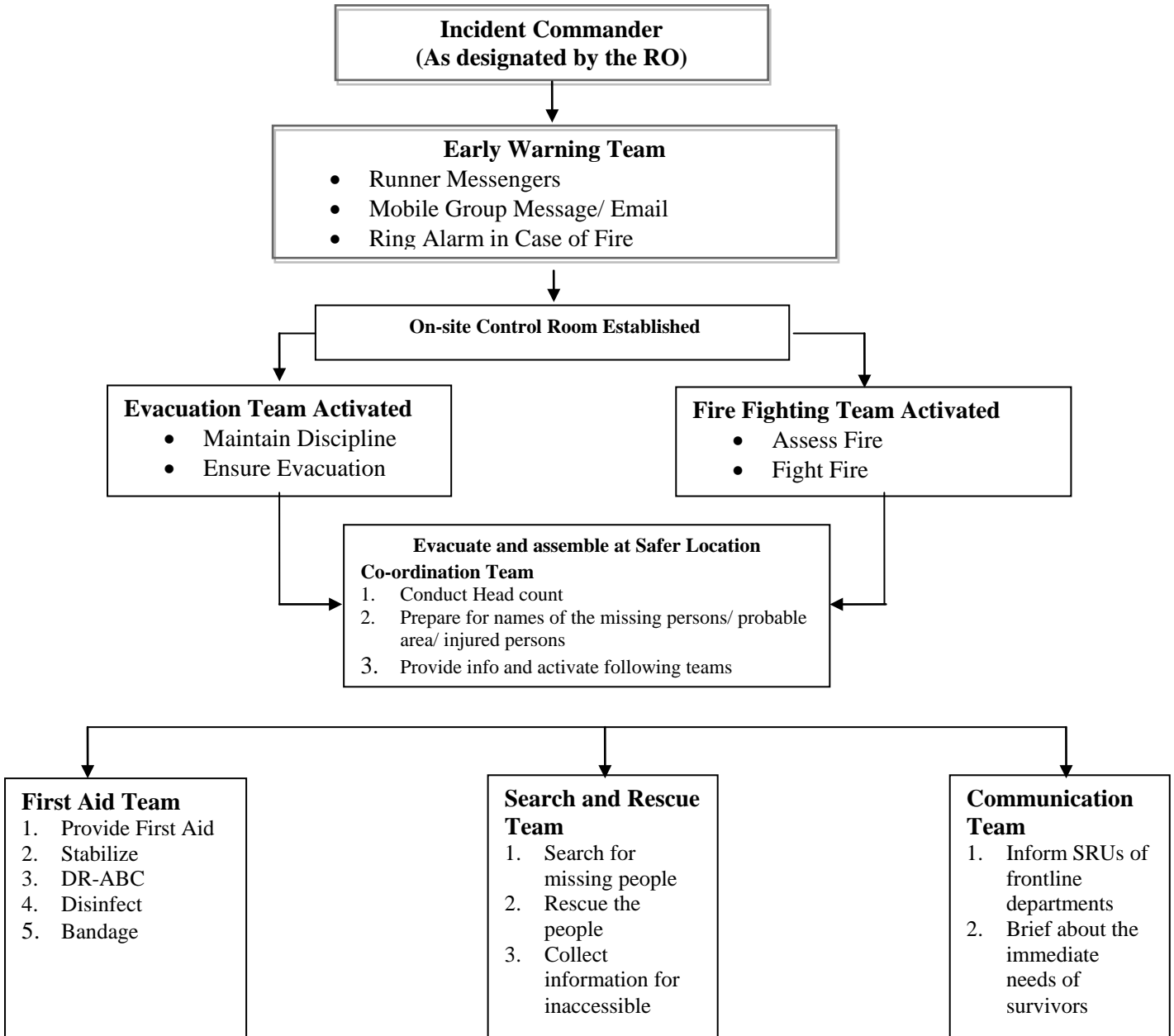
6					
7					
8					
9					
10					
	Total Beds				

2.7 List of Blood Banks

Sr. No.	Name of the Blood Bank	Address	Phone No.
1	General Hospital Blood Bank	General Hospital, Jind	01681-245455
2			
3	Nalwa Pathology & Microbiology Lab Blood Bank	SCF-83, Commercialue-1, Red Square Market, Hissar	Dr. J.P.S. 098120-3069 01662-230699
4	M/s National Blood Bank	47, New Rishi Nagar, Budhla Sant Mandir road, Hissar	01662-225900
5	Hissar Blood Bank	Hissar	01662-320696 01662-239696
6	Haryana Blood Bank	Model town, Hissar	Dr. Sunil 092152-21740 01662-21740
7	CMC Blood Bank	Near Dabra Chowk, Hisar	01662-226720
8	Manglam Blood Bank	N-139, Model Town, Jindal Hospital Road, Hissar	092542-33767 092542-22767 01662-248767
9	Maharaja Agrasen Institute of Medical Research & Education Agroha	Agroha (Hissar)	01662-281193
10	Medical College Agroha Blood Bank	Agroha	245194
11	Janta Hospital Barwala Blood Bank	Barwala	9416042096

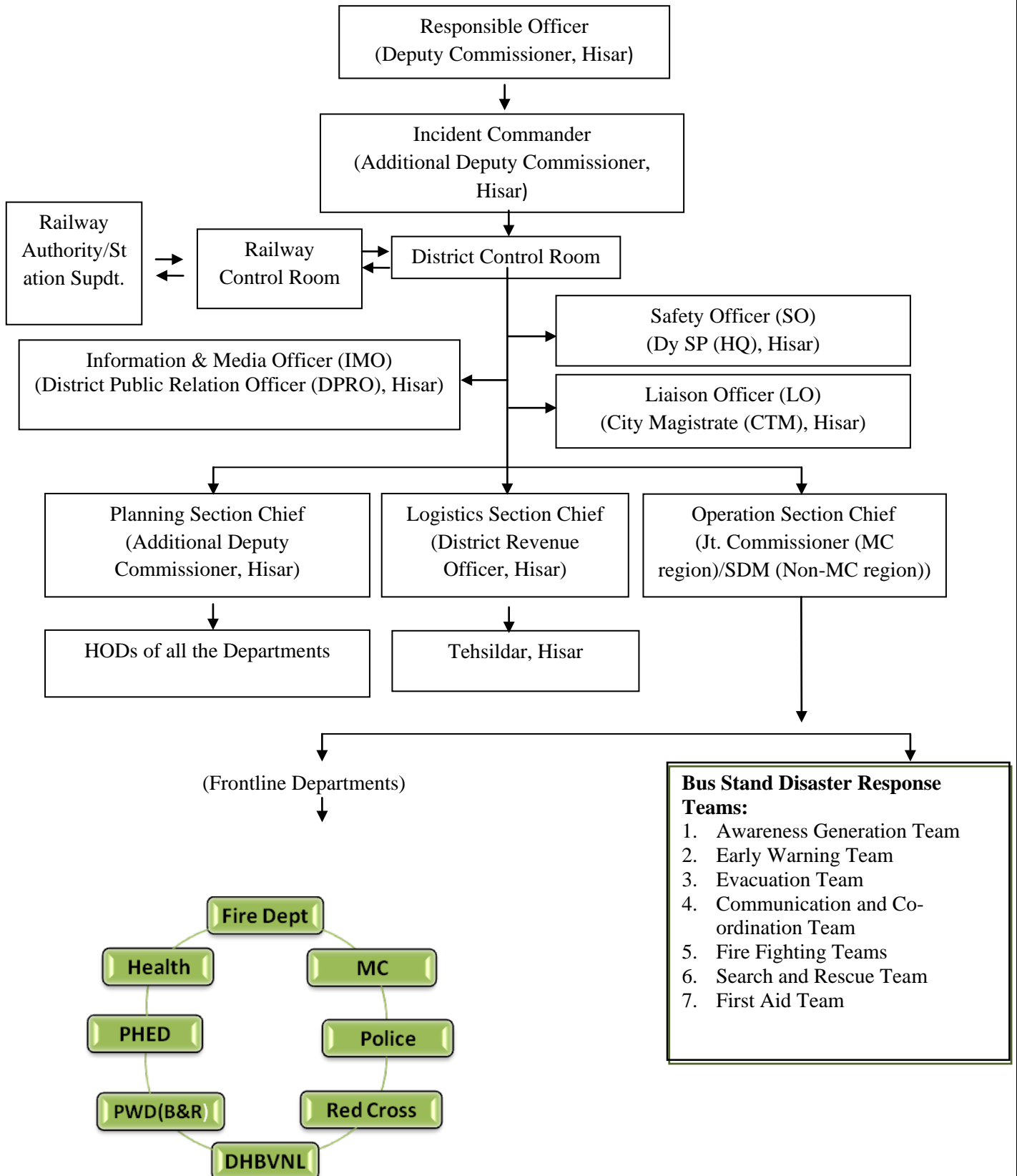
3. Response Mechanism

At the onset of the Hazards, the mechanism for Response is as follows:



Off- Site Response:-

For any off site response Incident Response System, (IRS) as per District Disaster Management Plan, Hisar shall be followed. The IRS flowchart of Command Staff is given below:



Sr. No.	Department	Responsibility
1.	Police Department	<ol style="list-style-type: none"> 1. Corden of the area 2. Provide Security to the property/ records/ documents 3. Crowd Management 4. Communication (Wireless) 5. Maintain law and order
2.	Revenue Department	<ol style="list-style-type: none"> 1. Co-ordinate overall response 2. Provide/ procure response equipments
3.	Health Department	<ol style="list-style-type: none"> 1. Provide ambulances 2. Conduct Triage 3. Provide emergency medicle response
4.	Fire Department	<ol style="list-style-type: none"> 1. Assess Fire; Fight fire 2. Search and Rescue person
5.	DVHBN	<ol style="list-style-type: none"> 1. Provide electricity as and when required 2. Cut off power supply when needed 3. Provide generators during response
6.	PWD (B&R)	<ol style="list-style-type: none"> 1. Provide heavy duty equipment for response
7.	MC	<ol style="list-style-type: none"> 1. Provide JCBs, Cranes or other heavy duty equipment
8.	PHED	<ol style="list-style-type: none"> 1. Provide water through water tankers
9.	Any other Department	Resources from any department can be procured during emergency as per the direction of the RO.

1. Annexure

Emergency Contact Number		
Police	Fire Brigade	Ambulance
100	101	102

Name of Officer	Designation	Contact No. (Office/Residence/Mobile)		
Administration				
Sh. Ajit Balaji Joshi, IAS	Dy. Commissioner	9416006665	246820 246822	245252, 246818
Smt. Gauri Parashar Joshi	Add. Dy. Commissioner	8527852836 9812472734	245320 246321	246327
Maj. Gayatri, HCS	CTM, Jind	8199899992	245692	245693
Virender Singh	SDM Jind	9050006227	245830	245930
Ms Mamta, HCS	SDM Safidon	9050013955	262050	262049
Sumit Kumar, HCS	SDM Narwana	9416078996	240130	240366
S.K. Bhardwaj	S.E., DHVBN	8221901461	225001	226444
Ramchander Saini	Dealing Huda Jind	9255394633	245110	
Rahul Jain	GM, Roadways	9416294267	245430	249883
Baljeet Singh, Clerk	RTA Office	9812191394		
Naveen Dahiya	XEN , HSAMB	9416369064	252003	
Raj Kumar Rana	ARTA	89013449699		

Revenue and Disaster Management Department				
Vacant	D.R.O.		245206	
Rajender Verma	Tehsildar Jind	9416303983		
Rajender Verma	Tehsildar Julana	9416303983		
Daleep Singh Kharb	Tehsildar, Narwana		240313	
R.K. Bhoria	Tehsildar Safidon	9034297560	262006	

Food and Supply				
Sh. Ashok Kumar	DFSC Jind	9466730868	245375	
Shamsher Singh Saini	DFO	9416079675	255458	
	A.F.S.O.			

Haryana Roadways				
Rahul Jain	GM, Roadways	9416294267	245430	249883
Gulab Singh	Works Manager			
Sultan Singh	T.M. Roadways Narwana		240104	
	Traffic Manager		245430	
Satbir Singh	Steno to G.M.		245430	245494
Lehan Singh	Enquiry		245370	

Health Department				
Mrs. Deepa Jhakhad	CMO /Civil Surgen	8295937021	245455	245454
Dr. Manjula	Dy CMO/ Medical	8295937031	245455	
	SMO/ Blood Bank		245455	
Emergency Civil Hopital /Ambulance		/102		

Home Guard and Civil Deffence				
	Distt. Home Guard			
	Company Commander			

Dakshini Haryana Bijli Nigam Department				
Amit Kamboj	XEN DHVPN, Jind	8221901451	225537	
Dinesh Kumar	XEN DHVPN, NRW	8221901457	262057	
M M Gupta	XEN DHVPN,Safidon	8221901467	240320	
Naresh Kumar	XEN DHVPN Const., Jind		225147	

HUDA				
	EO HUDA		-	
	LAO HUDA		-	
	S E HUDA			
	XEN Div.-I			
	XEN Div. -II			
	XEN Elec.		-	
	XEN Horticulture			

Irrigation Department				
Pankaj Kamboj	SE,PH Jind	9416550881	245129	

M.R. Garg	XEN CADA	9992220025	225228	
	XEN Mechanical		-	
Dalbir Singh Dalal	XEN P.H. Jind	9466603272	246354	
	XEN Vigilance		-	
Vishal	XEN PH , Narwana	9416580280	242071	242098
			-	

Local Bodies Department

Dr. Arvind	E.O. M.C.	9813538124		
Sumit	Secy. MC , Jind	9466076249	255268	
Sandeep	Secy. MC, Narwana	9467820947	246198	
Surender Kumar	Secy. MC, Julana	9992959222		
Shyam Sunder	Secy. MC, Safidon	8295701131	262008	
Sumit Nadal	M E, MC	9728185055		

Fire Brigade

Sh. Jagdish	Fire Officer, Jind	101,		
	Dy. Fire Officer, Mkt Co.			
	Fire Brigade MC			

POLICE

NAME	Designation	PHONE	Mobile No.
Badan Singh Rana, IPS	SP Jind	245285	8814011500
	ASP Jind		
Dharmbir, HPS	DSP City Jind	8814011503	245426
	DSP LAW & ORDER		
Puran Singh, HPS	DSP Narwana	8814011504	240267
Shayam Lal, HPS	DSP Safidon	8814011505	262099
	DSP		
	DSP		
	DSP RAILWAY		
	PS CITY Jind		
	PS CITY,		
	SHO TRAFFIC		

Public Relations Department

Sh. Sube Singh	DPRO	9017503215 9354956898	245475	249898
Sh. Sunil Kumar	APRO	8607329641	245475	

Public Health Engineering				
	XEN D & W			
	XEN Div. No I			
	XEN Div. No. II			
	XEN Div. No. III			
	(Sewerage)			
	XEN			
	SDO			
	SDO HSR 7			
	SDO Hansi (Sewerage)			
	J E Div- I			
	J.E. Div- I			

PWD (B&R)				
Jaspal Mehra	XEN ,Jind	9467751151	249416	245435
Sunil Sachdeva	XEN N.H. ,Jind	8607805008	245079	
	XEN DIV- III			
	XEN Electrical			
	XEN Mechanical			
Mr. S.P.Kaushik	XEN , Narwana	9416292153	240795	242037
	Attendant PWD Rest House	-	-	

Red Cross Society				
Randeep Sheokand	Secy Distt. Red Cross, Hisar	9416303290	247627	
Bijender Singh	DTO Red Cross Society, Hsr		247627	

Other Important Contact Nos.			
Department	Name of Officer	Mobile No.	Landline No.
Army Exchange, Satrod Cantt., Hisar	-	-	223601-04 Ext. 2062 (Flood Control Room)
NDRF, Ghaziabad (official Battalion for Disaster Management Response in Haryana)	Sh. Jaipal Yadav, 8 th Bn NDRF, Ghaziabad	9968610011	0120-2766012/13
NDRF Control Room	-	9711448595	011-26107953, 011-26105912
For Divers			
Kurukshetra Development Board	Sh. Rajiv, SDO	9416220057	-

	Sh. Rajesh Hooda, Head of Diver	8950373186	-
	Sh. Ajmer Gulati, Additional Diver	9813154749	-
Haryana Police Academy, Madhuban, Karnal	Control Room	-	0183- 2380116/7/8
	Sudhir Chaudhary, Insp. General	9416045656	0183- 2380100/600
	Rajinder Singh, IPS, Commandant, 5 th Battalion	9813452888	-
	Sunil, ASI In-charge of Divers	8295100107	-
	Anil, Constable, Diver	9416811650	-
	Parvinder, Constable, Diver	9255495225	-
	Central Government Disaster Management Authorities		
National Disaster Management Authority, New Delhi	Control Room	011-26701728	-
National Industrial Security Academy, CISF	-	040- 04252265, 04256231	-
CISF	-	011-24361125	-
BSF	-	011-24362181	-
India Meteorological Department	Director General	011-24611842	-

4. Mock-Drill

Mock drills are the way of testing the Railway Station Disaster Management Plan. The mock drill on earthquake, fire, etc. should be conducted once in every six months, and the deficiencies should be assessed for the purpose of updation of the plan. This section of the plan should clearly indicate the steps to be followed to conduct the mock drills and the responsibilities of the teachers, non-teaching staff and students should be delineated. If required, the Railway Station authorities should invite the Fire Service Officers, doctors from Health Department, trainers from Red-Cross Society trained Civil Defence volunteers and volunteers from NGOs for support in conducting the mock drills.

Earthquake drill:

1. Practice drop, cover and hold.
2. Once evacuation starts, evacuate people in less than 10 minute without pushing and falling.
3. Evacuate Railway Station in less than 4 minutes using different exits.
4. Look out for nears and dears
5. Stay away from weak areas / structures.
6. Perform head counts when reach at assembly area.
7. Help those who need assistance

Fire Drill:

1. Evacuate from the site.
2. Practice Stop, Drop and Roll in case your clothes catch fire.
3. Cut off electricity from main switch and remove or close down gas connections.
4. Evacuate people in less than 1 minute without pushing and falling.
5. In case of heavy smoke, crawl out safely from the affected area.
6. Evacuate Railway Station in less than 4 minutes using different exits/fire exits.
7. Help those who need assistance.

5. Assessment check list

A. Fire Safety Assessment

1. Are fire extinguishers installed in the Railway Station ?
2. Are they in working condition?
3. Are staff members trained to use fire extinguishers?
4. Are they located at appropriate positions (hazardous locations)?
5. Are they placed at appropriate height (accessible height)?
6. Are instructions indicated on extinguishers?
7. Is the language of instructions understood by all?
8. Is hydrant point in the Railway Station ?
9. Are there Sand Buckets in the Railway Station ? (specify in Numbers)
10. Are there Water Buckets in the Railway Station ? (specify in Number)
11. Is emergency fire fighting training and SOP disseminated to the staff?
12. Are do's and don'ts displayed at appropriate locations?
13. Are emergency contact numbers displayed at appropriate locations?
14. Are Railway Station maps and escape routes displayed at appropriate locations in the Railway Station ?
15. Is the emergency exit door present in the Railway Station ?
16. Do you dispose flammable scrap at proper sight regularly?
17. Are the Fire Safety Norms followed in the Railway Station ?
18. Is fire safety audit conducted annually?

(Attach fire safety audit report)

B. Electrical Safety Assessment

1. Is the central shutdown system in place?
2. Has the MCB system been installed?
3. Are the wires coated with insulating material?
4. Are receptacles installed to cover live wires?
5. Are electrical equipments and wires checked and replaced (if required) at every six months?

6. Are those equipments which get heated, installed at least 1 meter away from any kind of combustible material?
7. Is the earthing properly done in the Railway Station ?
8. Is any defective electrical equipment in use in the Railway Station ?

Specify:

9. Are there any lives wires lying or tangled in open?
10. Is any plug point used for multiple loads?

Specify at how many points:

(Attach electric safety audit report)

C. Non Structural Safety assessment

1. Are the cabinets/*almirahs* placed away from exit doors?
2. Are cabinets/*almirahs* properly fixed to the wall?
3. Are these cabinets/*almirahs* empty on the top?
4. Are desk placed with proper distance between them for easy movement?
5. Are evacuation routes, passages and stairways clear from obstacles (like flower pots, cupboards, bookshelves, big dustbins etc.) for evacuation?
6. Are fans and lights secured with ceiling?
7. Are bottles used for storing the chemicals in laboratories secured and protected against shattering?

D. Structural Safety assessment

1. How old is Railway Station building?
2. Is building structure earthquake resistant?
3. Is there any portion in the building which shows sign of cracks?
If yes, specify the locations
4. Are the Building Safety Norms followed in the Railway Station?
5. Has the building safety audit conducted by the structural engineer?

(Attach building safety audit report)

Emergency Mock Drill Reporting Format

Person Completing the Format/ Designation		Date
Time Alarm Sounded:	Time Drill Concluded:	Time to Evacuate
Type of Drill	Notification / Alert Method	Weather Conditions
<input type="checkbox"/> Fire / Evacuation <input type="checkbox"/> Bomb Blast <input type="checkbox"/> Shelter-in-Place <input type="checkbox"/> Earthquake <input type="checkbox"/> Medical Emergency <input type="checkbox"/> Other:	<input type="checkbox"/> Bell or Buzzer <input type="checkbox"/> Enhanced Alert System <input type="checkbox"/> Phone <input type="checkbox"/> Voice Notification <input type="checkbox"/> Siren	<input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Rain and wind <input type="checkbox"/> Hot/Cold
Participants		Situation at Start of Drill:
<input type="checkbox"/> Authorities <input type="checkbox"/> Safety Personnel <input type="checkbox"/> Employees/Staff <input type="checkbox"/> HOD <input type="checkbox"/> Fire Department <input type="checkbox"/> Emergency Medical Services <input type="checkbox"/> Police <input type="checkbox"/> Red Cross <input type="checkbox"/> Other		<input type="checkbox"/> Before Lunch Hours <input type="checkbox"/> During Lunch Hours <input type="checkbox"/> After Lunch Hours <input type="checkbox"/> Peak working Hours
Participants have previously trained on emergency procedures.		Employees previously trained on emergency procedures this year?
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Incident Command System as per IRS used?	Incident Commander/Designation	
<input type="checkbox"/> Yes <input type="checkbox"/> No		

Problems Encountered

- Congestion in hallways
- Alarm not heard
- Employees unsure of what to does/don't
- Staff unsure of responsibilities / response
- Unable to lock doors
- Windows left open
- Doors left open
- Lights left on
- Personnel not accounted
- Personnel run towards lifts
- Lifts are shut down.
- Difficulties with evacuation of disabled personnel.

- Communication problems
- Phone problems
- Chaos
- Long time to evacuate building
- Personnel not serious about drill
- Improper or unavailable supplies
- Confusion
- Doors or Exits blocked
- Delay in Medical response
- Delay in Fire service response
- Delay in Security response
- Interagency miscommunications
- Command, Control & Coordination problems
- Other:

Mitigation / Plans for Improvement

- Additional training for emergency response teams members.
- Additional staff training
- Address need for additional equipment/resources
- Improved emergency supplies

- Cooperative planning with responders
- Revised emergency response procedures
- Other: