

Institutional Arrangements for Disaster Management (DM)

This section would describe the organizational structure that exists at the District, Block, Gram Panchayat, Municipality and community levels for DM. It would include information about composition of the above institutions and their functions as per the DM Act, 2005 and the National Policy on Disaster Management 2009. However, District Disaster Management Authority (DDMA) may also identify functions of other institutions which they consider important such as Disaster Management Teams, Crisis Management Group /Incident Response System (IRS), Emergency Operation Centers (EOCs) and their operation, Site Operation Centers, Platforms such as inter-agency groups that would facilitate partnerships with NGOs, private sector, elected representatives, Community based Organizations (CBOs), other academic and technical institutions. Major industrial /service/infrastructure establishments and fair capability plans should be listed (detailed in a functions and also ensure compliance of the directions issued by the Central Government).

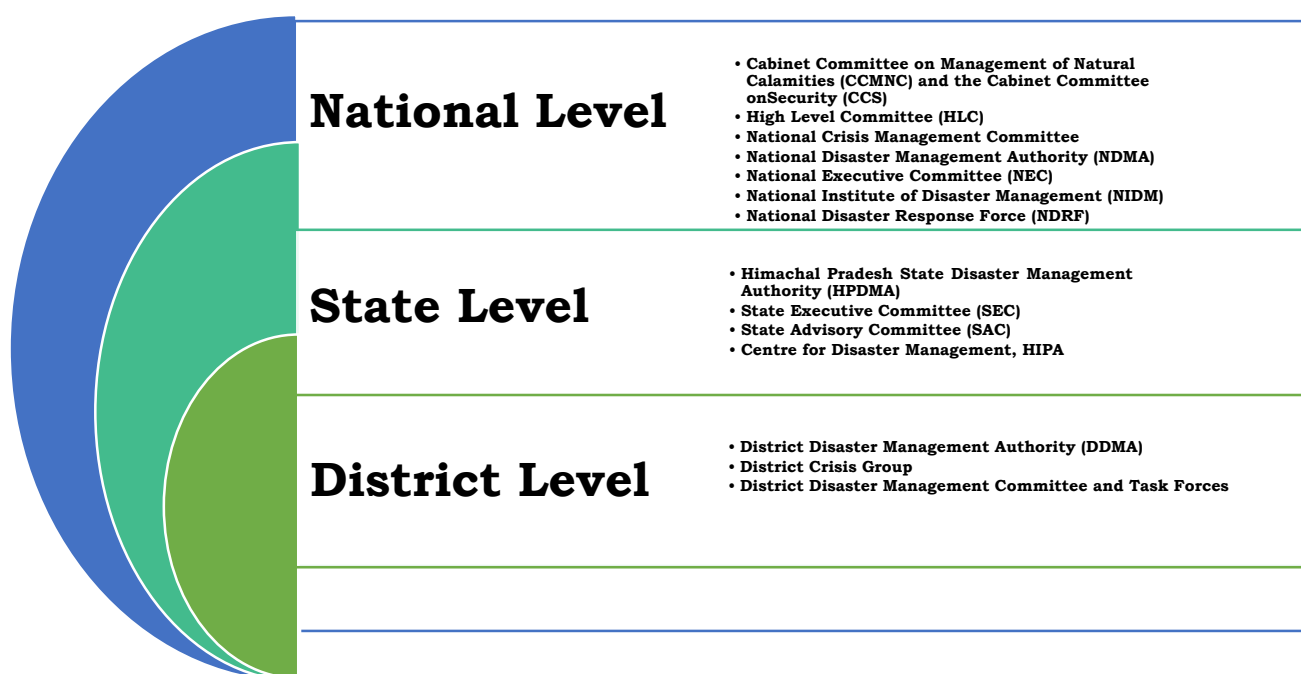


Figure-1 DM organizational structure at various

1. DM organizational structure at the national level

1.	Cabinet Committee on Security (CCS)	Prime Minister, Minister of Defense, Minister of Finance, Minister of Home Affairs, and Minister of External Affairs	<ul style="list-style-type: none"> • Evaluation from a national security perspective, if an incident has potentially security implications. • Oversee all aspects of preparedness, mitigation and management of Chemical, Biological, Radiological and Nuclear (CBRN) emergencies and of disasters with security implications • Review risks of CBRN emergencies from time to time, giving directions for measures considered necessary for disaster prevention, mitigation, preparedness and effective response
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2.	<p align="center">National Crisis Management Committee (NCMC)</p>	<p align="center">Cabinet Secretary/Chairperson</p> <ul style="list-style-type: none"> • Secretaries of Ministries /Departments and agencies with specific DM responsibilities 	<ul style="list-style-type: none"> • Oversee the Command, Control and Coordination of the disaster response. • Give direction to the Crisis Management Group as deemed necessary • Give direction for specific actions to face crisis situations
3.	<p align="center">National Disaster Management Authority (NDMA)</p>	<p align="center">Prime Minister (Chairperson)</p> <ul style="list-style-type: none"> • Members (not exceeding nine, nominated by the Chairperson) 	<ul style="list-style-type: none"> • Lay down policies, plans and guidelines for disaster management. • Coordinate their enforcement and implementation throughout the country • Approve the NDMP and the DM plans of the respective Ministries and Departments of Government of India • Lay down guidelines for disaster management to be followed by the different Central Ministries/ Departments and the State Governments.
4.	<p align="center">National Executive Committee (NEC)</p>	<ul style="list-style-type: none"> • Union Home Secretary (Chairperson) <p>Secretaries to the GOI in the Ministries /Departments of Agriculture, Atomic Energy, Defense, Drinking Water and sanitation, Environment, Forests and Climate Change, Finance (Expenditure), health and Family Welfare, Power, Rural Development, Science and Technology, Space, Telecommunications, Urban Development, Water Resources, River development and Ganga Rejuvenation.</p> <p>The Chief of the Integrated Defense Staff of the Chiefs of Staff Committee, ex Officio as members.</p> <p>Secretaries in the Ministry of External</p>	<p>To assist the NDMA in the discharge of its functions:</p> <ul style="list-style-type: none"> • Preparation of the National Plan. • Coordinate and monitor the implementation of the National Policy. • Monitor the implementation of the National Plan and the plans prepared by the Ministries or Departments of the Government of India. • Direct any department or agency of the Govt. to make available to the NDMA or SDMA's such men, material or resources as are available with it for the purpose of emergency response, rescue and relief. • Ensure compliance of the directions issued by the Central Government, Coordinate response in the event of any Threatening disaster situation or disaster. • Direct the relevant Ministries/ Departments of the GOI, the State Governments and the SDMA's regarding measures to be taken in response to any specific threatening disaster situation or disaster. • Coordinate with relevant Central Ministries/Departments/Agencies which are expected to provide assistance to the affected State as per Standard Operating Procedures (SOPs). • Coordinate with the Armed Forces, Central Armed Police Forces⁶ (CAPF), the National

		Affairs, Earth Sciences, Human Resource Development, Mines, Shipping, Road Transport and Highways and Secretary, NDMA are special invitees to the Meetings of the NEC.	<p>Disaster Response Force (NDRF) and other uniformed services which comprise the GoI's Response to aid the State authorities.</p> <ul style="list-style-type: none"> • Coordinate with India Meteorological Department (IMD) and a number of other Specialized scientific institutions which constitute key early warning and monitoring agencies. • Coordinate with Civil Defense volunteers, home guards and fire services, through the relevant administrative departments of the State Governments
5.	National Disaster Response Force (NDRF)	Specially trained force headed by a Director General Structured like Para military forces for rapid deployment	<ul style="list-style-type: none"> • Provide assistance to the relevant State Government/District Administration in the event of an imminent hazard event or in its aftermath
6.	National Institute of Disaster Management (NIDM)	Union Home Minister, Vice Chairman, NDMA, Members including Secretaries of various nodal Ministries and Departments of Government of India and State Governments and heads of national levels scientific, research and technical organizations, besides eminent scholars, scientists and practitioners.	<ul style="list-style-type: none"> • Human resource development and capacity building for disaster management within the broad policies and guidelines laid down by the NDMA • Design, develop and implement training Programmes Undertake research. Formulate and implement a comprehensive human resource development plan • Provide assistance in national policy formulation, assist other research and training institutes, state governments and other organizations for successfully discharging their responsibilities • Develop educational materials for dissemination • Promote awareness generation.

2. DM organizational structure at the state level

As per clause b of sub-section (2) of Section 14 of the Disaster Management Act 2005, the Himachal Pradesh Disaster Management Authority under the chairperson of the Honorable Chief minister was constituted on 1st June 2007 with the following persons as member of the HPDMA: The team will consist of:

SDMA Structure

I	Hon'ble Chief Minister	Chairman
II	Revenue Minister	Co-Chairman
III	Chief Secretary	Member
IV	Additional Chief Secretary(Home)	Member

V	Additional Chief Secretary (PWD)	Member
VI	Additional Chief Secretary (Health)	Member
VII	Director General of Police	Member
VIII	Additional Chief Secretary (Revenue)	Member Secretary

2.1 Role & Responsibility of SDMA

- Lay down the State disaster management policy.
- Approve the State Plan in accordance with the guidelines laid down by the National Authority.
- Approve the disaster management plans prepared by the departments of the Government of the State.
- Lay down guidelines to be followed by the departments of the Government of the State for the purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance therefore.
- Coordinate the implementation of the State Plan.
- Recommend provision of funds for mitigation and preparedness measures.
- Review the development plans of the different departments of the State and ensure that prevention and mitigation measures are integrated therein.
- Review the measures being taken for mitigation, capacity building and preparedness by the departments of the Government of the State and issue such guidelines as may be necessary.
- The Chairperson of the State Authority shall, in the case of emergency, have power to exercise all or any of the powers of the State Authority but the exercise of such powers shall be subject to ex post facto ratification of the State Authority".

3. State Executive Committee

The crisis management group at State and districts level have been constituted for the State. The State Crisis Management Group (SCMG) is headed by the Chief Secretary. The SCMG shall normally handle all crisis situation and advice and guide the District Crisis Management Group (DCMG) also. The team will consist of:

Table: SEC Structure

I	Chief Secretary	Chairperson
II	Additional Chief Secretary(Revenue)	Member Secretary
III	Additional Chief Secretary(Home)	Member
IV	Additional Chief Secretary(Health)	Member
V	Additional Chief Secretary (PWD)	Member

3.1 Role & Responsibility of SEC

- Development of awareness campaign strategy and its implementation in the state.
- Development of Human Resource Plan for implementation thereof – development of training modules and material

- Preparation or updation of state disaster management plan to ensure that the issues of DRR have been addressed
- To initiating risk and vulnerability assessments and preparation of annual vulnerability and risk reduction reports.
- Laying down guidelines to integrate DRR into development process
- Follow up with various line departments to ensure that DRR issues have been addressed in their development plans.
- Preparation of Disaster Risk Reduction Projects in various sectors.
- Carrying out DRR Audit of the development plans prepared by line departments.
- Developing a Recovery framework for the state.
- Development of Knowledge and information sharing platform in DRR
- Conceptualizing and formulating projects and programmes as a part of the national initiatives/schemes.
- Preparation of Minimum Standards of Relief
- Preparation of Disaster Management Policy
- Preparation of Mitigation plans vis a vis various hazards
- Coordinate and monitor the implementation of National Policy, National Plan and State Plan
- Lay down guidelines for the preparation of DMP by various departments
- Lay down guidelines for safe construction practices and ensure compliance thereof
- Provide necessary technical assistance or give advice to District Authorities.
- Lay down, review and update state level response plans and guidelines
- Ensuring the communication system is in order – setting up and strengthening of EOCs
- Ensuring the conduct of mock drills regularly.

4. Advisory Committee of SDMA

In Exercise of the powers conferred by Sub Section (1) of section 17 of the Disaster Management Act 2005, the chairperson of Himachal Pradesh State Disaster Management Authority is pleased to nominate the following official/non official experts as members of the Advisory Committee to assist the Authority and to make recommendations of different aspects of Disaster Management. The team will consist of:

Table No: SAC Structure

I	Col.(Retd.) H.S.Chauhan (Chairman)	Indian Mountaineering Foundation 6, Benito Juarez Road, New Delhi-110021
II	Sh. Arun Sharma (Member)	State Geologist (Retd.), R/O H-10, Dev Bhoomi Green Apartments, Deoanghat, Solan
III	Sh. S.P. Katyal (Member)	VPO Chopal, Distt. Shimla
IV	Sh. Bal Krishan Deur (Member)	Chief Fire officer(Retd.), Mohalla Sapri, Chamba
V	Sh. S.C. Negi (Member)	VPO Nesang, Distt. Kinnaur.
VI	Dr. Suman Rao (Member)	C/O Pt. Padam Dev Complex, The Mall, Shimla
VII	Prof. Bhupinder Singh Marh(Member)	Professor in Geography, H.P University, Shimla-5

5. Centre for Disaster Management (HIPA)

Disaster Management Centre at HIPA was established by the State Government as per the guidelines of the Central Government under the Ministry of Home Affairs. After the issuance of the Notification of Disaster Management Act-2005, the Disaster Management Centre, HIPA is organizing trainings on Disaster Management to different stakeholders. The Disaster Management Centre, HIPA has organized a total 132 training programs for the Government employees as well as to the representatives of Panchayati Raj Institutions, Urban Local Bodies, Government Agencies, NGOs, Mahila Yuvak Mandals and other public/private agencies etc.

6. DM organizational structure at the district level

As per the provision in Section 30 of Disaster Management Act. 2005, DDMA Bilaspur has been notified by the government of Himachal Pradesh vide notification No. Rev. D(F) 4-2/2000-V dated 01/06/2007 for District Level Planning, coordination and implementing body for Disaster Management and to take all measures for the purpose of disaster management in the district. DDMA consists of:

Table No: DDMA Structure:

I	Deputy Commissioner	Chairman ex-officio
II	Superintendent Police	Member
III	Conservator of Forest	Member
IV	Superintendent Engineer (PWD)	Member
V	Superintendent Engineer (I&PH)	Member
VI	Additional Chief Secretary (HPSEB)	Member
VII	Chief Medical Officer)	Member
VIII	Chairperson of the Zila Parishad	Member

6.1 Role & Responsibility of DDMA

1. It shall act as the planning, coordinating and implementing body in the district for disaster management and take all measures for disaster management in the district as per the guidelines in the National/state Disaster management plans 2)
2. To prepare the District Disaster Management Plan of the district and its periodic review and update.
3. To identify the areas vulnerable to the different hazards in the district and measures for its prevention, mitigation thereof by the different departments and the local authorities at the district level.
4. Give direction to the different departments and the local authorities to take measures for prevention and mitigation of the disasters in the district.
5. Monitor the implementation of the disaster management plans prepared by the departments at the district level.
6. Lays down guidelines at the district level to be followed by the departments for integration of measures in their developmental plans for prevention and mitigation of the disasters.
7. Review the state of capabilities for responding to the disasters and give direction to the departments for their up gradation as may be necessary.

8. Organize and coordinate the specialized training programmes for different level officers, employees and voluntary rescue workers in the district along with the community training programmes.
9. Set up maintain and review the mechanism for early warnings and dissemination of the information to the general public.
10. To ensure that departments prepare their response plans in accordance with the district response plan.
11. Examine the construction in any area in the district and if it is of the opinion that the standards for prevention, mitigation are not being complied with may direct the concerned authority to take such actions being necessary to secure such compliances.
12. Ensure the communication systems are in order and disaster management drills are carried out periodically.

7. District Crisis Management Group (CMG)

An effective disaster management strategy must be supported by a quick decision making process which will include the issues related to warning, conduct evacuation and rescue & relief operations in the event of a disaster. This requires a core team of senior decision maker shaving administrative control over the key resource organizations. The team will consist of:

Table No: DMG Structure:

I	Deputy Commissioner	Chairperson
II	Superintendent Police	Member
III	Conservator of Forest	Member
IV	Superintendent Engineer (PWD)	Member
V	Superintendent Engineer (I&PH)	Member
VI	Superintendent Engineer (HPSEB)	Member
VII	Chief Medical Officer	Member
VIII	Commandant, Home Guard	Member

8. District Disaster Management Committee and Task Forces.

This district level Committee will function under DDMA and assist it in implementing various tasks of DDMA. It will ensure effective and concerted response by Government people participation at district level. The main objectives of this team are to:

- Provide a forum for communication, information exchange and developing consensus.
- Co-ordinate, eliminate duplication and reduce gaps in services.
- Mobilize and provide timely assistance and material support to disaster affected community.

Table No: DMG Structure:

Sr. No	Committee	Department	Rank
I	Over all Supervision	Deputy Commissioner	Coordinator

II	Search & Rescue	Police/Home/Fire	Coordinator
III	Medical aid Human/ Vet nary	CMO/Ayurvedic/AH	Coordinator
IV	Infrastructure & Reconstruction)	PWD	Coordinator
V	Logistics, Water, Food & Supply, Timber fire wood	Forest/I&PH/Food	Coordinator
VI	Media, Awareness	Public Relation	Coordinator
VII	Evacuation, Camp, Administration & Liaison with outside agencies	ADC/ADM	Coordinator

9. Sub-division Level Disaster Management Committee

Sub Division Level Disaster Management Committee headed by Sub Divisional Magistrate of the respective Sub Division have been established in all Sub Divisions of the District. The constitution of Sub Division Level Committees is as under:

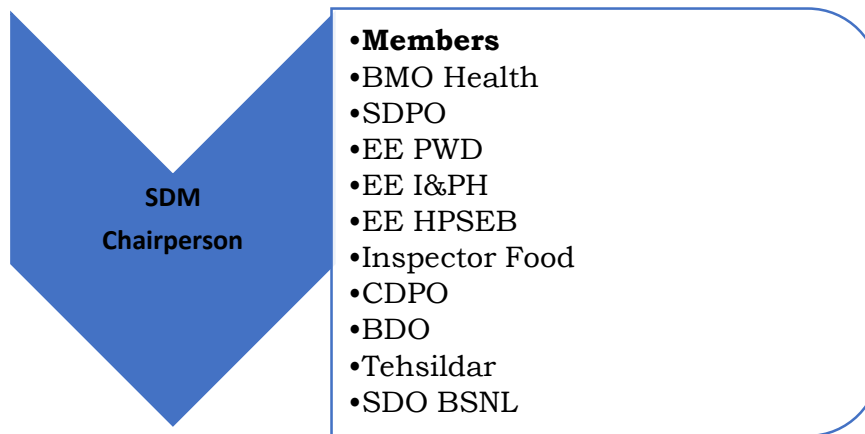


Fig-2 Sub-division Level Disaster Management Committee

10. Tehsil Level Disaster Management Committee

Tehsil/Sub Tehsil Level Disaster Management Committee headed by Tehsildar/ Naib Tehsildar of the respective Tehsil/Sub Tehsil have been established in all Tehsils and Sub Tehsils of the District. The constitution of Tehsil/ Sub Tehsil Level Committees is as under:

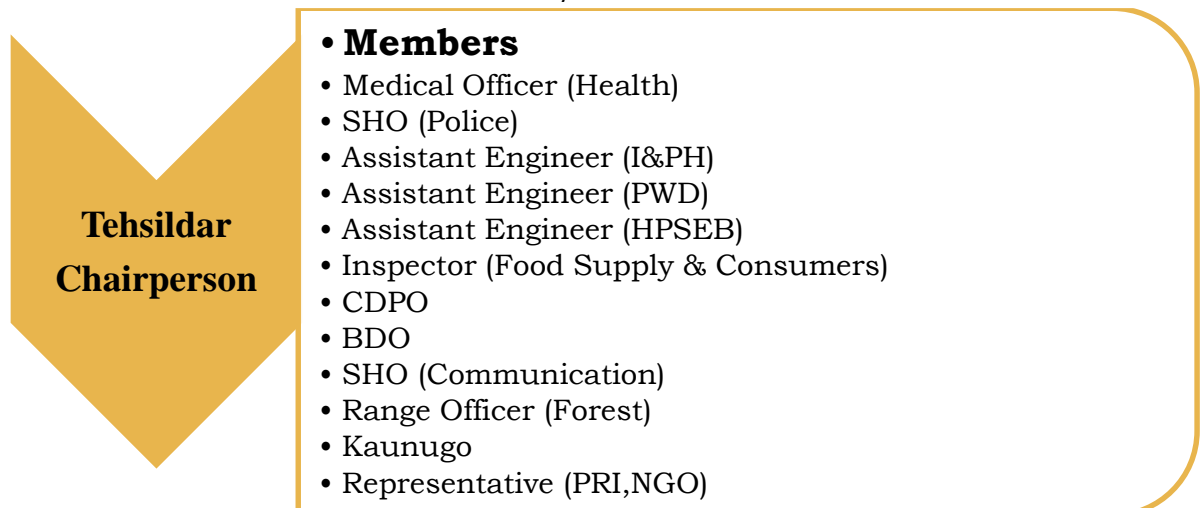


Fig-3 Tehsil Level Disaster Management Committee

11. Panchayat Level Disaster Management Committee

Panchayat level Disaster Management Committee headed by Pradhan of the respective Panchayat has been established in all Panchayats of the District. The constitution of Panchayat Level Committees is as under:



Fig-4 Panchayat Level Disaster Management Committee