

**Sub-Divisional Disaster Management Plan
For South West Monsoon
Under
Kamalpur Sub-Division**

2011-2012

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Preface

The Kamalpur Sub- Division is located in between the two big hill ranges of Tripura i.e Atharamura and Longtharai hill. Athramura has surrounded more than half part of its western side. On the eastern side, the Longtharai hill range has surrounded a major portion. Kamalpur Sub-Division is bifurcated and Ambassa Sub-Division was created on April 1998 under Dhalai District. The Sub-Division is bounded by Bangladesh in the North, North-East and North West, Kailashahar and :Longthatai Valley Sub-Divisions in the East. Ambassa Sub-Division in the South and Khowai Sub-Division in the West. The total area of Kamalpur Sub-Division is 96,189.14 acres i.e 385 Sq. Kilometer. Entire Sub-Division contains Plain land, Lunga, River valley and Tilla land simultaneously, while Sub-Divisional H.Q. is located in plain land. Traditionally it is a mixed populated area.

Kamalpur Sub – Division is mainly affected by storm, cyclone and flood where occurrence of drought is rare. No major earth quake has been experienced till date.

Consulting with all the agencies of different departments of Sub – Division level action plan for 2011-2012 has been prepared to combat any kind any kind of disaster in this Sub-Division. While doing so it is kept in mind that this action plan is a continuous process and will be updated every year through joint meeting with all line Departments. Any appropriate suggestion from any Department / agencies in this regard will be accepted and included in the action plan.

1. Name of B.D.O.: - Manik Lal Baidya
2. Name E.O. Kamalpur NP:- J.V. Duati.

SECTOR-1– SALEMA

Annexure-B

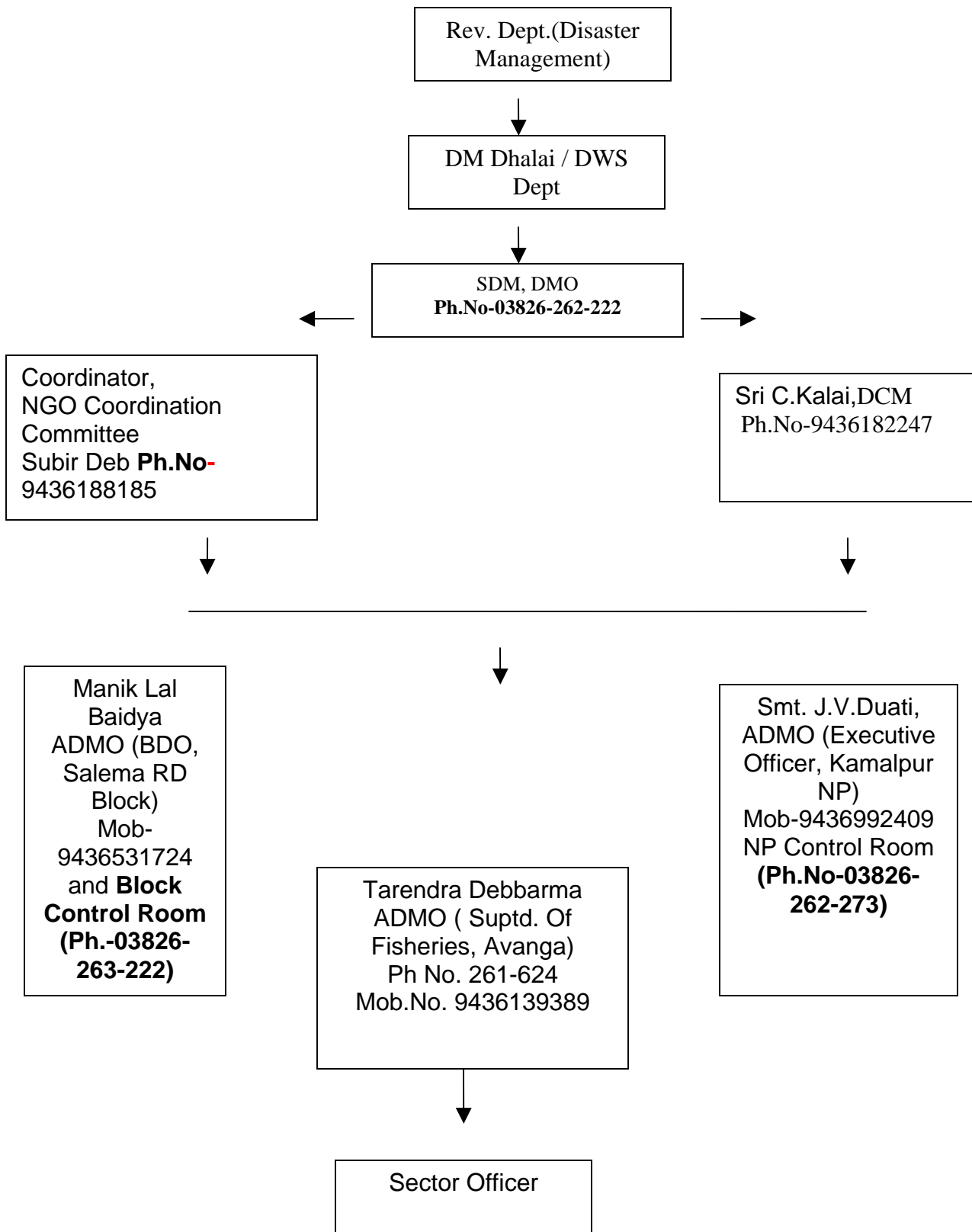
	Name of Sector Officer	Designation	Department	Phone Number
Sector Officer	Sri M.L.Baidya	B.D.O. Salema, R.D.Block	R..D. Depratment	9436531724
Member	Dr. Pulakesh Debbarmma	Astt. Director	A.R.D.Department	9436909684
Member	Sri Santosh Das	C.D.P.O. Salema	Social Welfare Deptt	263-212, 9436713949
Member	Sri Shadhan Debnath	Officer – in - Charge ,Salema	Fire Service	263-240
Member	Sri Sougata Chakma	Officer –in – Charge ,Salema PS	Home Deptt	263-239,
Member	Sri Manoranjan Debbarma	Officer – in – Charge, Kachucherra PS	Home Department	263-330,
Member	Sri Sanjib Debbarma	Sr. Manager, TSECL, Salema	T.S.E.C.Ltd.	263-287, 9436136376
Member	Sri Anil Chandra Deb	S.D.O.	PWD (R & B), Salema	263-452
Member	Sri R. Durai	Headmaster, Salema Class XII School	School Education Dept.	263-227
Member	Sri Sajal Kar	Teshilder, Salema, TK	Revenue Deptt	9436546204
Member	Sri Ranjit Das	Teshilder, KCR TK	Revenue Deptt	9436538251

SECTOR-2-- HALHALI

	Name of Sector Officer	Designation	Department	Phone Number
Sector Officer	Sri Tarendra Debbarma	S.F. Avanga	Fisheries	261-624, 9436189389
Member	Sri Pulakesh Debbarma	V.A.S., Halhali	A.R.D.D.	9436909684
Member	Dr. Himadri Daring	M.O.I.C., Nakashipara	Health	261-405, 9436487831
Member	Er. Pradip Das	S.D.O., D.W.S, Kmp.	PWD. (D.W.S.)	262-278
Member	Dr. Dilip Sarkar	Principal , Degree College.	Higher Education.	262-215
Member	Sri Birchandra Debbarma	Principal , DIET, Kmp	School Education	262-283, 9436992536
Member	Sri Amulya Debbarma	H/M. Baraluthma XII Sch.	Education	9436460149
Member	Smt. S. Mog	H/M. Halhali Class XII	Education	261-227
Member	Sri Binamohan Tripura	Teshilder, Halhali TK	Revenue	9436480305
Member	Sri Bircharan Debbarma	Teshilder, MBR, TK	Revenue	9436497454
Member	Sri Subir Mog	Teshilder, MKB TK	Revenue	8014277748

SECTOR-3-- KAMALPUR

	Name of Sector Officer	Designation	Department	Phone Number
Sector Officer	Smt. J.V.Duati	D.C.M., Kamalpur	District Administration	9436992409
Member	Sri Badal Debbarma	S.D.P.O., Kamalpur	Police Deptt.	262-270
Member	Sri Manindra Debbarma	Sr. Manager, T.S.E.C.Ltd.	Power	262-538
Member	Sri Sumen Nandi	S.A., Kamalpur	Agriculture	262-251
Member	Sri Sushen Chakraborty	S.D.O., PWD (R & B), Kmp	P.W.D.	262-226
Member	Sri Birala Debbarma	S.D.O., PWD (W.R.), Kmp	P.W.D.	262-897
Member	Smt. J.V.Duati.	E.O. Kamalpur N/P	Nagar Panchayet	262-273, 9436992409
Member	Smt. Krishna Sen Som	C.D.P.O, Kamalpur	Social Welfare	9436794284
Member	Sri Jiteswar Ahir	S.D.M.O. Kamalpur	Health	262-232, 9436503727
Member	Sri Mohan Debbarma	O/C. Fire Service, Kmp	Fire Service	262-253, 9436515003
Member	Sri Shibu Chanda	I/S, Kamalpur	Education	262-235
Member	Sri Padma Singh Koloj, Sport Officer, Kamalpur	YAS Deptt	262-563	
Member	Sri Animesh Datta	Teshilder, Kamalpur TK	Revenue	9402345670
Member Revenue	Md. Sayed Ahmed	Teshilder, Barsurma TK	Revenue	9436153950



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1.Introduction :-

Natural disasters have been one of the worst enemies of mankind since time immemorial, and various efforts have been made to control, mitigate or manage them. Though none of these efforts have been found fully successful. We have come to realize that natural disasters cannot be controlled, and hence our direction has to be towards managing them to the best of our advantage. One important point to be noted here is that though we cannot control natural disastrous phenomenon, we can however, increase their fury with our actions, and this is what we have to avoid as part of our disaster management efforts.

In order to be able achieve all these objectives; the prime need is for collective action of the entire community, and for organizing such a movement. The only river namely 'Dhalai' is flowing towards north direction and her danger level is 32.50 meters.. Every year, it causes flood, which results adverse impacts in the community. Following areas are affected annually:-

(1)Houses and land damage / destroy due to erosion.(2) Household items damage / destroy (3)Loss of lives and injury (4) Livestock / cattle loss /death (5)Water born diseases (6) Transport problems (7) Livelihood problem (8) Crop field damage etc.

As we know, hazard is out of control. But if we increase our capacity, reducing vulnerability, we will be able to avoid disaster. This is why; a well planned Flood Management Plan is required for the Sub-Division to reduce vulnerability and risk.

2.Flood in Kamalpur Sub Division:-

Dhalai River is flowing south to north direction. Every year due to heavy rain as occurred flood especially in the low lane area of Kalachari, Methermia , Malaya, and Manikbhander Areas. No flood has occurred during the year 2010-11. In the year 1962, 1984 and 1999 has occurred severe flood in Kamalpur Sub–Division and for which heavy losses of crops and dwelling houses and cattle are took place in the Sub –Division.

3. Kamalpur Sub-Division at a Glance: -

Area : 96,184.16 acres (385 Sq.Kms).

Population : 1,34,139. (2001 Census)

SI No	Name of Offices	No.of Offices
1	Office of the Sub Divisional Magistrate	1
2	Block Development Offices	1
3	DC & M Office	1
4	T.K. Office	7
5	Revenue Mouja	36
6	Nagar Panchayet Office	1
7	Panchayet Samiti Office	1
8	Block Advisory Committee	1
9	Executive Engineer Office (PWD), E/E, (R & B), (DWS), (W.R)	1 each
10	SDO (PWD) Office	2
11	SDO (PHE) Office	1
12	SDO (WR) Office	1
13	ICO (ICA) Office	2
14	CDPO (ICDS) Office	2
15	SDPO Office	1
16	Police Station	3
17	Fire Service Station	2

18	Bank Branches	7
19	BSF Camp (BOP)	6
20	Assam Rifle Camp	2
21	Post Office	4
22	ARDD, Astd. Director office	1
23	Suptd. Of Agriculture Office	1
24	Suptd. Of Fisheries, Avanga	1
25	Forest Range Office	1
26	Senior Manager, TSECL Office	2
27	TSR Headquarter, 3 rd Bn	1
28	Health Sub Centre	24
29	Primary Health Centre	3
30	Rural Hospital	N
31	Homeopathic Centre	2
32	Ayurvedic Centre	2

Population (Census-2001)

Name of Sub-divn	SC	ST	Others	Total
Kamalpur	42,992	35,957	55,490	1,34,139

Climate Rainfall and	Sl. No.	Month	Average Rainfall	Actual Rainfall
	1	January	17.5	0
	2	February	45.2	5.6
	3	March	159.1	177.6
	4	April	23.2	204.0
	5	May	792.2	485.0
	6	June	505.0	1016.8
	7	July	423.7	160.0
	8	August	424.0	67.2
	9	September	293.2	294.2
	10	October	167.4	25.4
	11	November	52.4	0
	12	December	8.2	28.0
			3125.1	2463.8

4. History of flood:-

Type of Hazard	Year of Occurrence	Area effected	Impact on life	Livelihood	Water Level (Mtr)
Flood	1962	Malaya, Mohanpur, Maracherra, Barasurma, Kalachari, Halhuli, Manikbhandar, Halhali, Methirmia,	Destruction of dwelling house. Out break of diarrhea	Damage of crop, orchard, garden, dwelling	

			within the effected area	house etc.	
Flood	1984				
Flood	1999				
Flood	2001				
Flood	2004				
Flood	2009				

Biggest Flood in the Sub Division:

Year :1962

Reason : Heavy rain

Sufferings : This flood, affected in all sectors such as house damage, household item damage. Water born diseases also appeared.

Lesson learnt

Each flood is a nightmare for the people living in low land area or in extreme riverbank. There are Risk for (i) House damage, (ii) Documents damage / destroy (iii) Household items damage/ destroy (iv) Death/ missing (v) Problem with cattle (vi) Water born diseases (vii) problem with livelihood (viii) problem with vulnerable groups. (ix) Crop damage (x) Communication/ transport problem etc. So Identification of vulnerability, analysis of capacity and basing on them, preparedness and response measures should be undertaken before the flood season to reduce adverse impact of disasters. This bitter experience resulted us to prepare the present Sub Divisional level Disaster Response and Management Plan, where vulnerability and capacity has been identified through area visit, interaction with the affected families and preparedness and response measures has been adopted basing on the field experience and reports.

5. Affects / damage due to flood :-

Various areas were affected in various sectors as per vulnerability. Here following table is stating the idea of losses and affects took place in the last few floods in the Sub Division:

Type of hazard	Jan-March				April - June				July – Sept.				Oct-Dec.			
	H	C	A	I	H	C	A	I	H	C	A	I	H	C	A	I
Cyclone	H	C	A	I	H	C	A	I	H	C	A	I	H	C	A	I
Flood	-	-	-	-	Yes	Yes	Yes	Yes	-	-	-	-	-	-	-	-
Drought	-	-	-	-	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-	-	-
Earthquake	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Chemical accident	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Boat Capsize	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Epidemic	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accident	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lightening	-	-	-	-	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-	-	-

H =Human	C = Crop	A = Animal	I = Infrastructure
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6. Vulnerability against flood hazard (River Embankment):-

Kamalpur Water Resource Department.

7. Location wise danger level of the rivers for issuing of flood warning:-

SI No	Name of River	Location	Catchments area (sq. Km)	Danger level (Mtr)	Observed highest flood level (Mtr)
1	Dhalai	Kamalpur	Nil	32.50	35.50

8. Information of flood warning station and flow of water between 2 (two) stations.

SI No	Name of the Flood warning station	Name of River	Name of the upstream Gauge station from where advance information will be collected	Distance on flood warning station	Minimum level and Gauge reading will be communicated	Period flow of water between two station	Correlated levels at up stream gauge station		
							Critical level	Danger level	Extreme danger level
1.	Water resource	Dhalai	Near Kamalpur Maracherra Bridge.	300 mtrs.	31.50 mtrs.	Nil	32.00	32.50	33.00

9. Meter Gauge and different flood stage:-

SI No	Name of the river and canal	Location of gadge reading centre	Expected flood/ probable water level	Critical level	Danger level	Extreme Danger	Process of receiving information	Name and Contact No (Timing)
1.	Dhalai	Near Chandraipara school Bridge	68.10+	67.10	68.10	69.95	Through Kamalpur Div.	NA

10. Condition of Embankment:-

SI No	Sub Division	Embankment	Condition	Sluice Gate	Condition	Water Pump	Condition
1	Kamalpur	Embankment in UBI point and entire Malaya point are renovated with bolder by W.R.,Deptt.	-	-	Functioning	-	-

11. Disaster Management Teams & Members:-

SI.No.	Name / Designation	Position	Address	Remarks
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Information Management Team:

SI.No.	Name / Designation	Position	Address	Remarks
1.	SDM,Kamalpur	Coordinator	Kamalpur Sub - Division	
2.	S.D.P.O., Kamalpur	Member	Kamalpur Sub - Division	
3.	D.C.M., Kamalpur	Member	Kamalpur Sub - Division	
4.	S.D.O., PWD (R & B)	Member	Kamalpur Sub - Division	
5.	S.D.O. PWD (WR) Kmp	Member	Kamalpur Sub - Division	

Evacuation, Search and Rescue Team:

SI.No.	Name / Designation	Position	Address	Remarks
1.	S.D.P.O., Kamalpur	Coordinator	Kamalpur Sub – Division	
2.	D.C.M., Kamalpur	Member	Kamalpur Sub – Division	
3.	S.D.O., PWD (R & B)	Member	Kamalpur Sub – Division	
4.	S.D.O. PWD (WR) Kmp	Member	Kamalpur Sub – Division	
5.	Sr. Manager, TSECL	Member	Kamalpur Sub - Division	
6.	O/C, Fire Service, kmp.	Member	Kamalpur Sub – Division	
7.	S.I.O., ICA., Kamalpur	Member	Kamalpur Sub – Division	
8.	Sri Debendra Kishore Sinha	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
9.	Sri Kalyan Bhattacharjee	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
10.	Sri Abhijit Chaudhury	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
11.	Sr Biswajit Debbarma	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
12.	Sri Bijoy Mohan Tripura	Member	O/O the Sub – Divisional Magistrete, Kamalpur	

13.	Sri Kishore Debbarma	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
14.	Sri Sanjib Debbarma	Member	O/O the Sub – Divisional Magistrete, Kamalpur	

Emergency Health Management Team :

Sl.No.	Name / Designation	Position	Address	Remarks
1.	S.D.M.O., Kamalpur	Coordinator	BSM Hospital, Kamalpur	
2.	M.O.I.C., Kamalpur	Member	BSM Hospital, Kamalpur	
3.	5 Nos. Nurses	All Member	BSM Hospital, Kamalpur	
4.	5 Nos. Pharmacists	Member	BSM Hospital, Kamalpur	

Relief Management Team:

Sl.No.	Name / Designation	Position	Address	Remarks
1.	SDM., Kamalpur	Coordinator	Kamalpur Sub – Division	
2.	E.O., Kamalpur NP	Member	Kamalpur Sub – Division	
3.	C.D.P.O., Salema	Member	Kamalpur Sub – Division	
4.	C.D.P.O., Kamalpur	Member	Kamalpur Sub – Division	
5.	S.A., Kamalpur	Member	Kamalpur Sub – Division	
6.	02 Nos. S.I., Kamalpur PS	Member	Kamalpur Sub – Division	
7.	02 Nos. S.I., Salema PS	Member	Kamalpur Sub – Division	
8.	02 Nos. S.I.,KCR PS	Member		
9.	Sri Debendra Kishore Sinha	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
10.	Sri Kalyan Bhattacharjee	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
11.	Sri Abhijit Chaudhury	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
12.	Sri Biswajit Debbarma	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
13.	Sri Bijoy Mohan Tripura	Member	O/O the Sub – Divisional Magistrete, Kamalpur	
14.	Sri Astt. Nazir	Member	O/O the Sub – Divisional Magistrete, Kamalpur	

Transport Management Team:

Sl.No.	Name / Designation	Position	Address	Remarks
1.	SDM., Kamalpur	Coordinator	Kamalpur Sub – Division	
2.	Secy. TMSU, Kamalpur	Member	Kamalpur Sub – Division	
3.	Secy. Auto Rikswa, Kmp	Member	Kamalpur Sub - Division	

Infrastructure Management Team:

SI.No.	Name / Designation	Position	Address	Remarks
1.	S.D.O., PWD (R & B)	Coordinator	Kamalpur Sub – Division	
2.	S.D.O., PWD (DWS)	Member	Kamalpur Sub – Division	
3.	S.D.O. PWD (WR) Kmp	Member	Kamalpur Sub – Division	
4.	Sr. Manager, TSECL	Member	Kamalpur Sub – Division	
5.	B.D.O., Salema	Member	Kamalpur Sub – Division	
6.	Sri Dulal Ghosh JE, Kmp. NP	Member	Kamalpur Sub – Division	
7.	02 JE for Salema Block	Member	Kamalpur Sub - Division	

Animal Resource Management Team:

SI.No.	Name / Designation	Position	Address	Remarks
1.	The V.A.S. Kamalpur	Coordinator	Kamalpur Sub – Division	
2.	Suptd. Of Fisheries, Avanga	Member	Kamalpur Sub – Division	
3.	S.A., Kamalpur	Member	Kamalpur Sub - Division	
4.	Sri Bijoy Mohan Tripura	Member	Kamalpur Sub - Division	
5.	Sri Nitish Chaudhury	Member	Kamalpur Sub - Division	

12. Training of Volunteers on Flood rescue purpose:-

Training of flood rescue purpose done by Green World Samaj Kalyan, Harerkhola has been conducted in the Kamalpur Sub _ Division and a Mock Drill has also been conducted at Kamalpur SDM's Office pond on 15th May ,2010 at 11:00 a.m., with the help of O/C Fire Service, Green World SHG Group, Health Deptt. , PWD R & B Deptt., a group of volunteers of Kamalpur Govt. Degree College and the members of local club participated. As a part of Mock Drill a big size Halogen Light was shown in the demonstrated in the artificial affected areas.

13. Flood Equipment Chart (Sub Division wise)

For response activities, stockpiling of equipments and availability of the same in time is very important to reduce loss. In that view present plan is emphasizing to stockpile the materials in advance and to ensure easy availability to the volunteers.

Here the contingency Plan of line department has also been mentioned.

For Medical and First Aid

Area	Department	Materials available	Quantity	Contact No	Contingency Plan
Salema Block and Kamalpur Nagar Panchayet area	Health (SDMO, Kamalpur)	(i)IV Fluid (ii)Anti diarrhea medicines (iii)Antibiotic (iv)Accomodation –BSM Hospital Kamalpur (v)Water purifier	–	Dr. S.D.M.O., Kamalpur Maracherra PHC Nakashi Para PHC Salema PHC	By SDMO,Kamalpur Ph.- 262-232 Ph.- Ph.- 261-405 Ph.-

For Evacuation, Search and Rescue

Area	Department	Materials available	Quantity	Contact No	Contingency Plan
Sub Divisional area	PWD	Road roller	2	SDO, PWD,-262-226	In case of emergency earth moving equipment will be collect to manage the crisis
Sub Divisional area	SDM Office	Life Jackets	10	SDM, Kamalpur 03826-222220	For more materials if needed, will be made request to Provided District Magistrate, Dhalai Tripura
		Life Buoys	10		
		Rubber Boat (6 persons)	Nil		
		Rubber Boat (10 Persons)	Nil		
		Tarpaulin	01 No		
		Solves Round *8 inc, Klik	01 No		
		Spades Shovels	01 No		
		Cover Water Prof	05 Nos		
		Inner Tent	03 Nos		
		Quarter Tent	03 Nos		
		Wooden Hammer	01 No		
		Bamboo Pool & other	03 Bundle		
		Wooden Pool	01 Bundle		
		Large & Small Frame	02 Nos		
		Large Tent	01 No		
		Bolt Cutter	02 Nos		
		Hand Saw	04 Nos		
		Spade	04 Nos		
		Charge Light	01 No		
		Heavy Duty works Gloves	10 Nos		
Angle Cutter(Electric)	01 No				
Nose Mask	20 Nos				

Fire Station, Kamalpur & Salema	Gloves Rubber Tested up to 25000 volts	1 Nos	Kamalpur Fire station Emergency call- 101 Ph.-262-253 Salema Ph.- 263-240	Will contact nearest Police station and Fire Station, Kamalpur Fire station for SOS
	Search Light	1 Nos		
	Jerricane (Plastic)	10 Nos.		
	Life Buoy	10 Nos		
	Life Jacket	13 Nos		
	Pump High Presser Portable	2 Nos		
	Extn. Ladders	1 Nos		
	Stretcher Normal	1 Nos		
	VHF Set Static	3 Nos		

Detail List of equipments for **Transportation and Communication** (such as Tractor, Tata Sumo, Trolley, Rickshaw, Four wheeler, Boats, Telephone, Mobile, WLL) **Containers**(such as Tankers, Overhead tanks, Jerry canes, Big vessels) **Cleaning and Cutting Equipments** (Such as Kodi, Kudala, Sabala, Rope, Saw) **Other Resources** (Such as Gen set, Pump set, Petromax, Tent house, Gas light, Solar Light, Biogas) **Temporary Shelter (Such as Tents, Tarpaulins/ Polythenes, Bamboo)**
Are available with Block Plan.

Contact No : Salema RD Block:

For Early Warning Dissemination

Area	Department	Materials available	Quantity	Contact No	Contingency Plan
Kamalpur Sub Division	DWS Dept.	Water Tank	2 Nos.	Sri Manik Lal Banik JE (DWS) Ph. No.- 262- 278	In case of emergency quipment will be collect from Division

For Relief

Area	Department	Materials available	Quantity (Till date)	Contact No	Contingency Plan
Kamalpur Sub Division	Sub Divisional Administration	Rice Salt Sugar	As required	SDC, SDM Office 03826222 03826-262-271	Will be collected from local venders.

For ensuring agriculture and Cattle camp management

Area	Department	Materials available	Quantity	Contact No	Contingency Plan
Kamalpur Sub	Agriculture	Fertilizers	100 metric	Nilmohan	Fertilizers will be

Division			tones	Biswas Ph: 9436135007	- Dir. Agriculture
Kamalpur Sub Division	A.R.D.A.	(i)Vaccine (ii)Medicine	(i)As required (ii) As required	Dy. Dir. Ph: 03826-267245	More medicines would be collected from Buffer stock

14. Involvement of different Govt. Dept., NGOs and CPMF

Responsible	Pre- disaster	During disaster	Post disaster
ADMO (BDOs) (Working area: Whole Block)	<ul style="list-style-type: none"> -Planning -Gap analysis -Vulnerability analysis -Risk assessment -Coordination -Monitoring of preparedness level -Organizing capacity building Training/ programs -Inclusion of Mitigation and preparedness activities (as per vulnerability identified) in Block level/ GP level Plan -Ensuring stockpiling of materials for Response activities and management 	<ul style="list-style-type: none"> -Coordination with the bellow mentioned flow chart structure -Monitoring following Response areas along with Sector Officers attaching Sector Assistants: - <ul style="list-style-type: none"> (a)Early warning (b)Search and Rescue (c)First Aid (d)Cattle camp management (e)Low and order (f)Relief Distribution (g)Shelter Management (h)Cattle camp management (i)Carcass / Dead Bodies disposal -Time to time reporting to SDM and Nodal agency -Coordination with line Departments for assistance (as per need) -Field visit -Any other (need based responsibility may be defined for better management) 	<ul style="list-style-type: none"> -Field visit with Sector Officers for Damage assessment forwarding the same to SDM. -Vulnerability assessment, capacity analysis as per experience of recent faced disaster. -Gap analysis -Re designing Plan for Mitigation, preparedness and response. -Any other (need based responsibility may be defined for better management)
	<ul style="list-style-type: none"> -Planning -Gap analysis -Vulnerability analysis -Risk assessment -Coordination -Monitoring of preparedness level -Stock piling of required 	<ul style="list-style-type: none"> -Coordination with the bellow mentioned flow chart structure -Monitoring following Response areas along with Sector Officers attaching Sector Assistants: - <ul style="list-style-type: none"> (a)Early warning (b)Search and Rescue (c)First Aid (d)Cattle camp management (e)Low and order (f)Relief Distribution (g)Shelter Management 	<ul style="list-style-type: none"> -Field visit with Sector Assistant for Damage assessment forwarding the same to ADMO. -Facilitating the ADMO and Sector Assistants for Vulnerability analysis, capacity analysis as per experience of recent faced disaster. -Gap analysis -Re designing Sector

Sector Officer (from line Dept.) Working area: Selected GPs within same Block	materials	(h)Cattle camp management (i)Carcass / Dead Bodies disposal -Initiatives to meet the need of Sector assistant -Time to time reporting to ADMO -Coordination with line Departments for assistance through ADMO (as per need) -Field visit -Any other (need based responsibility may be defined for better management)	Action Plan for preparedness and response. -Suggestion to ADMO for need based mitigation and preparedness activities (as per situational analysis done by Sector Assistants along with community, GP volunteers and PRI Body) to impart in GP level Plan (as per experience of last recent faced disaster) -Any other (need based responsibility may be defined for better management)
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15. Mobilization of materials for rescue & relief

SDM will provide necessary materials to the Sector Officers as per requirement for response activities. In addition to that The Report would be verified local Tehsildar with Sector Team.

The policy and strategy to stockpile and use of them would be decided through meeting with BDO, Sector Officers, and Asst. Sector Officers along with Village Volunteers.

At the same time, separate duty / responsibility sheet would be prepared for easy operation.

16. Arrangement of shelter houses.

Village wise location for shelter including name & contact no. of responsible person

Sl. No.	Type of shelter	Capacity	Location	Contact Person	Facility available	Remarks
1.	Mohanpur High School	1056 Sqf.	Mohanpur	H.M.	Fit for shelter	
2.	Malaya S.B.School	528 Sqf.	Mohanpur	-do-	-do-	
3.	Baligaon High School	1056 Sqf.	Ganganagar	-do-	-do-	
4.	Kamalpur S.E. Centre	528 Sqf.	Kamalpur NP	SEW	-do-	
5.	Garodtilla Electric Office	1250 Sqf.	Harerkhala	SDO (E)	-do-	
6.	Kalachari Class XII School	2000 Sqf.	Kalachari	H.M.	-do-	
7.	Kalachari No.2 JB School	1056 Sqf.	-do-	-do-	-do-	
8.	MKB Panchayet Office	400 Sqf.	Manikbhandar	P.Secy	-do-	
9.	South MKB SB School	528 Sqf.	-do-	H.M.	-do-	
10.	Darangtilla SE Centre	528 Sqf.	Darangtilla	SEW	-do-	
11.	Panchashi High School	1056 Sqf.	Panchashi	H.M.	-do-	
12.	Halhuli SB School	528 Sqf.	Halhuli	H.M.	-do-	
13.	Barasurma TK	400 Sqf.	Barasurma	TK	-do-	
14.	Barasurma Panchayet	300 Sqf.	-do-	P. Secy	-do-	

	Office					
15.	Debicherra High School	1056 Sqf.	Debicherra	H.M.	-do-	
16.	East Avanga SB School	528 Sqf.	Avanga	H.M.	-do-	
17.	Halhali Class XII School	1200 Sqf.	Halhali	H.M.	-do-	
18.	Duraishibbari High School	1056 Sqf.	Duraicherra	-do-	-do-	
19.	Manikbhandar SEC	300 Sqf.	Manikbhandar	SEW	-do-	
20.	Harerkhala Panchayet Officer	260 Sqf.	Harerkhala	P. Secy	-do-	
21.	Kamalpur Class XII School	1200 Sqf.	Kamalpur NP	H.M.	-do-	
22.	Madrasa Class XII School	1200 Sqf.	Kamalpur	H.M.	-do-	
23.	Lambucherra High School	1056 Sqf.	Lambucherra	H.M.	-do-	
24.	Mayachari Panchayet Officer	260 Sqf.	Mayachari	P. Secy	-do-	

17. Control Room

1. SDM's Office Kamalpur : 262-271 (Round the clock)
2. Salema RD Block : 263-222 (Round the clock)
3. Kamalpur Nagar Panchayet : 262-273 (Round the clock)
4. S.F., Avanga : 261-624 (Round the clock)

18. Rapid Damage Assessment:

Instant Information (of impact) sharing:-

- (1)Word Member: Families/ community will share the loss; incurred to word member OR Word member would collect information of impact and will immediately share with Pradhan and PRI Secretary
- (2)Pradhan / PRI Secretary: Pradhan / PRI secretary will share the information of the Word Member to the assigned Tahasilder.
- (3)Tahasilder: Just collecting the information, Tahasilder will share the same with SDM, Sector Officer, ADMO (BDO).
- (4)Sector Officer will immediately pass the information to the Sector Assistant(s) for operation
- (5)Sector Assistant(s) will operate along with Volunteers instantly.(Each Sector Assistant will hold the list of GP Volunteers (name, contact no, list of materials available etc in detail)
- (6)*In whole process, SDM and ADMO will monitor, coordinate and will extend support for response activities.*

Families→Word Member→ Pradhan/ PRI Secretary→Tehsildar→SDM, ADMO (BDO), and Sector Officer or
Sector Assistant(s) as per operational area- required. (if Sector Officer is not available) →Sector Assistants→Village Volunteers→Affected people

Damage Assessment

The Sub Divisional level Damage Assessment Team will do assessment of damages attaching Tehilder.

Immediate after having the primary information of damages from PRI/ Families/ Volunteers/ Sector Officers, Damage Assessment Team will do the Assessment.

Name of Tehsildar, Address and contact Number	Working area	Responsibility
1. Sri Animesh Datta 9402345670 2. Md. Sayed Ahmed 9436153950 3. Sri Subir Mog 8014420084 4. Sri Bina Mohan Tripura 9436480305 5. Sri Sajal Kar 9436546204 6. Sri Ranjit Das 9436497454 7. Sri Bir Charan Debbarma 9436538251	1. Kamalpur TK 2. Barasurma TK 3. Manikbhandar TK 4. Halhali TK 5. Salema TK 6. Kachucherra YK 7. Mahabir TK	- Rapid damage assessment would be done just after any Hazard took place within 2-3 hrs hrs with a specified format (Form-A as preliminary report) to SDM and its copy to ADMO and PRI - Another damage report in a specified format (Form-B enclosed at Annexure-IV) after initiate the preliminary damage report will be submitted to SDM its copy to ADMO and PRI.

Community/ Families → Damage Assessment Team where Tehsildar is attached → SDM

(PRI / Sector Officers/ Volunteers may facilitate the process)

19. Daily Situation Report: -

- (1) Over phone, the situation is being shared with District Magistrate
- (2) Situation Report sharing as per specific format asked for.