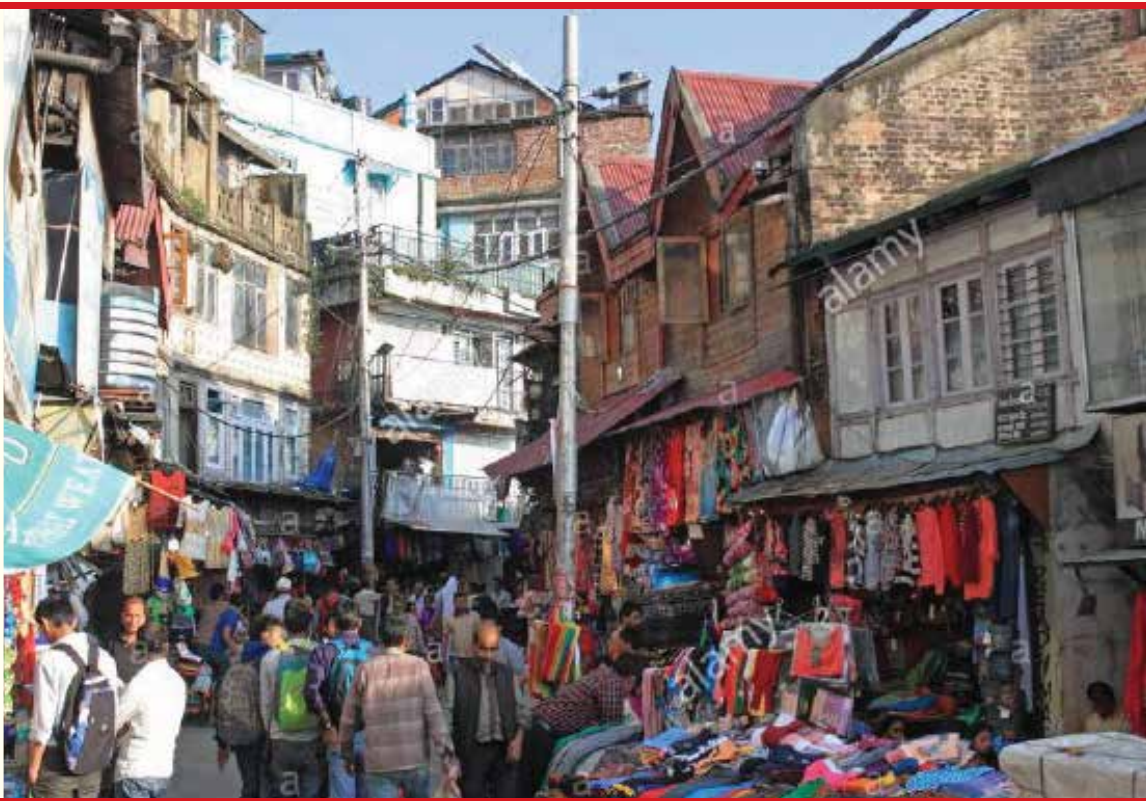


# WARD DISASTER MANAGEMENT PLAN(WDMP) BOILEAUGANJ



*Shimla Municipal Corporation*



for **SHIMLA MUNICIPAL CORPORATION**

# WARD DISASTER MANAGEMENT PLAN (WDMP) BOILEAUGANJ

## CONTENTS



# INTRODUCTION

## 1.1 Overview of Boileauganj Ward Disaster Management Plan

Under the DM Act 2005 Section 41, Local Authorities are required to adopt a continuous and integrated process of planning, organizing, coordinating and implementing measures at the local (city/ward) level, which are necessary and expedient for prevention as well as mitigation of disasters. These processes are to be incorporated in disaster management plan of ward, including the related preparedness to meet the disaster and relief, rescue and rehabilitation thereafter, in order to minimize the loss to be suffered by communities.

### 1.1.1 Scope and Objectives of the Plan

The scope of this plan, covers the roles and responsibilities of all concerned stakeholders before, during and after any natural or manmade disaster situation at the local ward level. The scope includes all disaster phases (Prevention, Preparedness, Mitigation, Response, Recovery and Rehabilitation), hazards and vulnerabilities to be addressed, at local level.

An indicative list with possible plan objectives is given below:

- i. To identify the areas vulnerable to major types of the hazards in the Boileauganj Ward.
- ii. To adopt proactive measures at Ward level to prevent disaster and mitigate its effects.
- iii. To define and assign the different tasks and responsibilities to stakeholders during the pre-disaster and post-disaster phases of the disaster.
- iv. To enhance disaster resilience of the people in the Ward by way of capacity building.
- v. Reduce the loss of public and private property, especially through proper planning.
- vi. Manage future development to mitigate the effect of natural hazards in the Ward.
- vii. To develop the standardized mechanism to respond to disaster situation in order to manage the disaster efficiently.
- viii. To prepare a response plan aligned with the Shimla City Disaster Management Plan so as to provide prompt relief, rescue and search support in the disaster affected areas.
- ix. To develop a culture of resilience in the Boileauganj Ward by way of using Information, Education and Communication to make the community aware of need of disaster resilient future development.

- x. To build awareness amongst stakeholders by the direct engagements/interactions, with development of disaster management plan and establishing a process for the regular up gradation of it, in future.

### 1.1.2 How to use WDMP framework

- i. In significant emergencies or disasters, the Ward Councilor as the Chairperson of Ward Disaster Management Committee (WDMC) will have the powers of overall supervision, direction and control.
- ii. The Ward Councilor or his designee will coordinate and control the required resources pertaining to the Ward.
- iii. Emergency public information will be disseminated by all available media outlets through the designated media and information officer.
- iv. Prior planning and training of personnel are prerequisites to effective emergency operations and must be considered as integral parts of disaster preparations.
- v. Coordination with surrounding Ward is essential, when an event occurs, that impacts beyond Ward boundaries. Procedure should be established and exercised for inter Ward collaboration.
- vi. The departments, agencies, organizations, associations assigned either primary or supporting responsibilities in this document must devise mechanism/ develop implementation documents in order to support this plan.
- vii. When local resources prove to be inadequate during emergency operations, request for assistance will be made to City Administration and District Authority and other agencies in accordance with set rules and procedures.
- viii. WDMC will use the normal channel for requesting assistance and/or resources. If local resources have been exhausted, the City Administration will arrange to provide the needed resources through the District assistance.
- ix. The WDMC will coordinate with the local administration, District EOC, agencies of the Government to maintain up-to-date information concerning potential flooding, heavy rainfall and other vital information. As appropriate, such information will be provided to the citizens of the affected areas in the Ward
- x. Upon receipt of potential problems in the ward, designated representatives of WDMC will appropriately issue alert and notify action to be taken by the residents.
- xi. The role of WDMC Chairperson and all the Members will be very vital in the WDMP framework, and its actual institutionalization on the ground. They may seek support and valuable guidance from the City Mayor and Municipal Commissioner/Joint Commissioner, in case of any requirement.

### 1.1.3 Planning Assumptions

- a) Ward Disaster Management planning cannot address all potential emergencies or major disasters, nor can it cover all existing vulnerabilities or impact.
- b) Priority of response will be to protect life, public property, the environment and the economy of the ward community.

- c) Delivery of routine civic services to citizens at the ward level will likely be impacted by an emergency or major disaster and may be reduced or cease for an undetermined period of time. Continuation and restoration of services will be prioritized by the impact to ward citizens and resources available.
- d) Some emergencies or major disasters covering multiple wards will give enough warning for appropriate notifications to be issued allowing for some level of preparedness, including possible evacuation or relocation, as appropriate. Other emergencies or major disasters will occur with no advance warning.
- e) In the event of a major widespread disaster, outside assistance from District, State and National agencies may be limited or disrupted for an extended period of time given the topography and terrain.

## 1.2 Ward Profile

This section provides an overview of ward in terms of its geography, and topography (temperatures, rainfall, geographical area, forest cover, major drinking water sources, etc), demography (literacy rate, poverty, economy, per capita income, main occupation of people, livelihood details), climate and weather, ponds, roads, housing, communications, education, health (hospitals), and other critical infrastructure and establishments in the ward. Further, the additional information has been provided in the Annexure.

### 1.2.1 Location and administrative divisions of Ward Boileauganj

Boileauganj is primarily a residential area of Shimla Municipal Corporation (SMC) and in existence since the British era. Shimla Municipal Corporation is one of the oldest municipalities of India and has passed through many slings and arrows during its last one hundred and forty five years of existence. It was first constituted as a Municipal Corporation in December, 1851, under the provisions of Act XXVI of 1850. Boileauganj ward was re-constituted by the Administration in the year 1986. Earlier, there were only two wards, one of them was Bazaar ward and another was the Station Ward. These wards were the part of the Seven Hills of Shimla, namely Prospect Hill, Summer Hill, Observatory Hill, Potters Hill, Museum Hill, Jakhu Hill and the Elysium Hill Shimla. The Areas below the Cart Road was in Station Ward and above was in the Bazaar ward. In context to the present wards The Bharari, Ruldhu Bhatta, Lower Bazar, Ram Bazar, Jakhu, Benmore, Chhota Shimla, Kaithu and Annadale were one ward, while Summer Hill, Boileauganj, Krishna Nagar (Ladakhi Mohalla), Nabha, Phagli and Kanlog were in the other ward (Source Simla Past and Present :Edburg John Buck, yr 1925).

Boileauganj Chowk, Kamnanagar Chowk are the important circles of the ward. The ward has total 10 Mohallas such as Boileauganj, Kamnanagar, Upper Kamnanagar, Forest colony, Dhingra Estate, Old Barrier, Gopal Mandir area. Tuti Kandi, Summer Hill and Totu are the adjacent wards. Boileauganj ward has a Police Station.

Table 1.2.1

(Source: Shimla Risk Atlas, UNDP, 2016)

Parameters	Details
Ward Area (in sq. kms.) –	2.07 sq km aprox (Source: HVRA Study 2016, UNDP/ TARU)
Administrative information-	
No. of Main Chowks/key Circles:	2 (Boileauganj Chowk, Kamnanagar Chowk)
No. of Police Stations, Police Chowkees:	1 (Boileauganj)
Mohallas :	Boileauganj, Kamnanagar, Prospect Hill, Forest colony in Prospect Hill, Dhingra Estate, Old Barrier, Gopal Mandir area
Name of adjacent wards:	Tuti Kandi, Summer Hill, Totu

1.2.2 Geography and Topography

The total area of the Boileauganj ward is aprox. 2.09 square kilometer. It is purely a residential area. Prospect Hill overlooks the Boileauganj ward. The ward has lots of greenery with about 20 to 25 percent of its areas are covered under forest.

Table 1.2.2

(Source: Ward Councillor)

Name of water bodies:	Nil
Existing mountain in ward:	Prospect Hill, Observatory Hill Kamna Devi Temple at the top
Forest cover in the Ward:	20 to 25 %

1.2.3 Demographic and socio economics

The Boileauganj ward has the total population of 8205 (as per Census 2011), out of which 4543 are male and 3662 are female. The total households in the ward are 2243. The density of population of Boileauganj is 3925. Service is the main occupation of people small business and informal work as daily wage laborer.

Table 1.2.3

Total household:	2243
Total population:	8205
Male:	4543
Female:	3662
KIDS 0–6 YRS	690
Population density:	3925 per sq.km.

1.2.4 Climate and weather

The average annual rainfall of the region is around 1480 mm. The access rainfall usually recorded between July and September month. However, the water scarcity like situation also have been observed sometimes during April and May. The average maximum temperature goes up to 14.2 OC and average minimum temperature goes down to 1.40 C. The overall weather of the region remains cold. During July–September, Boileauganj area experiences good rainfall and during April–June, the area experiences water shortage.

Table 1.2.4

(Source: en.climate-data.org)

Total annual rainfall of last year:	1480mm
Temperature-	
Average Maximum Temperature:	14.20 C
Average Minimum Temperature:	1.40 C
Demarcation of crucial seasons-	
Months of access rainfall, leading to urban flood situation/ water logging:	Mid July – Mid Sept.
Months of water scarcity, leading to drought situation/ water scarcity:	April – Mid June

1.2.5 Health (Medical)

The Boileauganj ward has just 1 dispensary with minimum facilities. It has 1 doctor and 1 paramedical staff and 1 support staff. People depend mostly on the Sanitorium Hospital at Chaura Maidan with 5 doctors and 7 para medical staff with 15 beds. For further treatment, The Indira Gandhi Medical College (IGMC) Shimla is in Sanjauli, which is at a distance of 3.5 kilometer, which is the biggest government medical facility in Shimla city with 150 Doctors/ Specialists and about 1500 paramedical staff. With 1500 bed facility IGMC serves entire Shimla city. People are largely dependent on 108 for emergency services.

Table 1.2.5

(Source: Ward Councillor)

Area/Mohalla/ Cluster name:	Name of Hospital	Details
Boileauganj Chowk	Govt. Dispensary	1 doctor, 1 pharmacist and 1 support staff
Chaura Maidan	Sanitorium Hospital, Ph: 0177-2811821	5 doctors, 7 Para medical staff and 15 beds
Sanjauli (for reference)	IGMC, Shimla, Ph: 0177-2804251, 0177 2658339/ 2808011	150 doctors, 1500 paramedics staff and 1500 beds

Note: The detailed list of all the major hospitals in Shimla city is covered in Annexure 14.1.1



### 1.2.6 Education

The overall literacy rate of ward is 95% aprox. There are total 2 schools in the ward, including one secondary school and one middle school, and 2 anganwadis as well. The total strength of students is aprox. 1500 and the total strength of staff is 75. There are no prominent colleges, or technical, educational institutes in ward.

**Table 1.2.6**

Literacy rate:	95% aprox. (Government + Private entities)
No. of Secondary schools:	1 Government Senior Secondary school, 0177-2831008
No. of High/Middle schools:	BSN High school, 0177-2830656
No. of Anganwadis:	2 1. Boileauganj 2. Upper Chakkar (Detailed list of Anganwadis is at Annexure 14.1.9) Source: Social Justice and Empowerment Department)
Total (Aprox.) Students Strength in all educational institutions:	1500 aprox
Total (Aprox.) Staff Strength in all the educational institutions:	75 aprox

### 1.2.7 Housing Pattern:

An exploration walk around the Boileauganj ward shows a range of buildings from RCC, brick and hybrid structures of varying strength. The percentage of RCC frame construction in the ward is aprox. 60%, whereas the remaining 15% brick, 10% stone, 5 %hybrid, 3% wood, and 7 % Dhajji Dewari/Kath Khuni structures in the ward. Boileauganj has bigger proportion of RCC structures which are safer, however remaining stone, hybrid, brick and wood structures are not resistant against variety of hazards.

**Table 1.2.7**

(Source: HVRA Study 2016, UNDP/ TARU)

Housing pattern-	
Type of housing construction:	Mix of Pucca and Kutcha houses
Type of material used:	60 % RCC , 15% brick, 10% stone, 5 %hybrid, 3% wood, and 7 % Dhajji Dewari/Kath Khuni, for the traditional construction.

### 1.2.8 Micro/ Small/ Medium Enterprises/ Any type of Industrial set ups

Boileauganj ward has 2 printing Press establishments and 9 people work in these MSME units. These MSME units have not experienced any industrial hazards uptill now.

**Table 1.2.8**

(Source: Ward Councillor)

Total no. of industries/ MSME establishments	
a) No. of Micro, Small & Medium scale industries/small establishments:	2 (Mahajan Printing Press and Kaushal Printers)
Total manpower involved in these units:	9
Any major accident occurred in any of the industrial units/ MSME Establishments (Loss of life, casualties, financial loss)	Nil

### 1.2.9 Transport and communication network

Boileauganj ward is partially connected by the Link Road. Transport vehicles can operate in the main link road but in the colonies, there are only stairs. Dhingra Estate, buildings near Shiv Temple and Kamnanagar locality are quite inaccessible to vehicles and can be approached by stairs. Parking is a big issue. Vehicles are parked on the road. Fire tenders cannot enter these areas in case of fire. Majority of households of the ward which is about 52.0 percent live in the interior side and have poor accessibility to motorable roads whereas only 48.0 percent households only are having access from motorable roads.

Boileauganj Ward is being served by good telecommunication networks. BSNL and Private Communication providers are providing efficient services to the masses. The communication towers are spatially placed at strategic locations. Majority of households are enjoying communication. Thus, Boileauganj ward has efficient telecommunication network overall.

**Table 1.2.9**

1) Transport Connectivity in specific ward areas w.r.t. following networks:	
a) Bus/ Truck/Fire Tender accessibility	Partial Yes
b) % of households with access from motorable roads	48.00%
c) % of households interior from road/ accessibility difficult in lanes	52%
(Source: HVRA Study 2016, UNDP/ TARU)	
2) Communication network	
i) Remarks on availability of telephone, mobile services in Ward	Good
ii) Remarks on the availability of internet facility in the Ward	Good

### 1.2.10 Major historical, religious places, tourist spots

In Boileauganj ward , there is 3 temples i.e., Boileauganj Gopal Mandir, Shiv Temple, Lower Kananagar, and Kamna Temple, Prospect Hill and 1 Waqf Board Mosque as well. During Krishna Janmastami, large number of devotees visit the temple.

Table 1.2.10

Source: Ward Councillor

Information required w.r.t public gathering places	Average presence of visitors per day during peak season / festival season
List of religious centers in the Ward:	3 Temples
	1. Boileauganj Gopal Mandir 2. Shiv Temple, Lower Kananagar 3. Kamna Temple, Prospect Hill and 4. Waqf Board Mosque
Any specific occasion of mass gathering in ward:	Kamna Temple, Prospect Hill Janmastami



# HAZARD, VULNERABILITY, CAPACITY AND RISK ASSESSMENT (HVCRA)

Hazard, Vulnerability, Capacity & Risk Assessment (HVCRA) is the most important part of the plan. Any error in identifying the frequency, magnitude and projected impact leads to incorrect identification of major hazard and hence an imperfect plan.

The necessary outcomes of the HVCR Assessment will be the type of hazards that the Ward is prone to, history of hazards, impact analysis of the worst case, the area, people and urban infrastructure that is prone to the risk of these hazards and their vulnerability of being damaged by such disasters due to their susceptibility characteristics.

Vulnerability Assessment deals with the natural, socio-economic vulnerability, housing vulnerability and the environmental vulnerability. After knowing the existing hazards and potential vulnerabilities, risk analysis will be carried out.

HVCR Assessment will also include resource inventory /capacity analysis, preparedness analysis in terms of network of communication systems, public distribution systems, storage facilities, transportation facilities, medical facilities, fire stations, emergency shelters with their capacity, presence of NGOs and other volunteers etc. so as to enable quick response.

## 2.1 Hazards Assessment

There has been no major disaster in the history of Boileauganj. However, the ward is prone to various hazards such as earthquake, landslide, land sinking, hail storm, fire, public health risks/ diseases, road accidents etc. The city of Shimla including Boileauganj is prone to earthquake and hailstorm affecting the whole habitat of Boileauganj ward.

Though Boileauganj has not witnessed any major hazards over last few decades, landslide and land sinking incidents are being reported from time to time. The latest landslide incident occurred at Old Barrier on 16th July 2020 causing 1 death and 1 person was injured.

Table 2.1.2 Major applicable hazards

Boileauganj ward is because of its geography and topography is highly vulnerable to the following main hazards:

(Source: Ward Councillor)

Type of applicable hazards	Hazard prone area of the Ward
Earthquake,	Entire ward is hazard prone
Hailstorm,	Entire ward is hazard prone

Landslide, Land Sinking and Tree Falling	Old Barrier area and Prospect Hill Sandal Mod and Dhingra Estate
Epidemic, Pandemic,	Entire ward
Utilities Failure,	Entire ward may get affected due disruption of power supply particularly during Summer. Similarly, there is scarcity of drinking water during pick tourist season in summer and winter as pipes get frozen and burst out due to extreme cold.
Road Accidents	Old Barrier area
Urban Fire	Dhingra Estate and Lower Kamnanagar

**Table 2.1.3 Seasonality of hazards**

(Source: Ward Councillor and Shimla Risk Atlas)

Hazards Vs Months	January	February	March	April	May	June	July	August	September	October	November	December	Probability
Land slide													High
Epidemic													Medium
Earth Quake													High
Land sinking													Low
Road Accidents													Medium
Hail storm													High
Tree falling													High
Fire													Medium

## 2.2 Vulnerability Assessment

The characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard constitute vulnerability (UNISDR). Vulnerability could be physical/geographic, economic, social, environmental or a combination of two or more of these vulnerabilities. Vulnerability varies significantly within a community and over time.

Vulnerability assessment and subsequent risk assessment are essential for developing mitigation strategies and these should be in line with the ground level to understand the local specific situation.

Vulnerability has the different dimensions and could be divided into five broad fields:

- 1) Natural/ Environmental: It is mainly related with geography, geology, terrain, climate and biodiversity of the place which increase its vulnerability for various hazards. Examples are water bodies, ponds, springs, animals, minerals etc.
- 2) Physical/ Infrastructural: It is related with infrastructure, development process of any place which makes it vulnerable for various hazards. Examples are roads, bridges, hospitals, weak structures etc.
- 3) Social: It is the societal composition, cultural values and belief system which increase the vulnerability of any city towards any hazard. Key examples are population, gender, social

inclusion etc.

- 4) Economic: The economic features of the particular ward make it vulnerable for various hazards. The key examples are poverty, business continuity, agriculture, horticulture and livelihood etc.
- 5) Institutional: It includes the institutional capacities to deal with any emergency situation which affect the vulnerability of any place. The main examples are the lack of institutional support, absence of WDMC etc.

All these types of vulnerabilities are directly applicable in case of Boileauganj ward, and are being taken into consideration for carrying out the vulnerability assessment. The vulnerability details of the ward, have been explained in the Table 2.2, along with the areas.

**Table 2.2**

Area wise vulnerability

(Source: Ward Councillor and Shimla Risk Atlas)

Name of Area / Service	Physical / Infrastructural Vulnerability	Environmental / Natural vulnerability	Social vulnerability	Economic vulnerability	Institutional vulnerability
Kanmnagar area, Dhingra Estate and Ghora Chowki area etc. Vulnerable to earthquake (Non-engineered structures)	Loss of lives and injuries to population Residential and community buildings	Heavy rainfall, improper drainage of water from the slopes and continued dampness are natural vulnerabilities of the area earthquake may also lead to landslides and sliding of slopes and structures	Little far off from to Fire station at Chhota Shimla Local people vulnerable due to lack of social safety	Business continuity, livelihood is main concern	Absence of WDMC and Lack of institution support



Old Barrier, Prospect Hill, Gopal Mandir area, Kachchi Ghati Lower Kamna Devi Mandir area are vulnerable to hailstorm	Old buildings may witness severe damage against high wind and storm	Heavy Rainfall and storm	Lack pre-identified shelter for immediate evacuation Inadequate sanitation facility leading to cases of open defecation (HVRA Report TARU/ UNDP) Adequate emergency medical facilities in the ward	loss property, livelihoods and livelihood assets	Absence WDMC and lack of institution support
Old Barrier, Prospect Hill are Landslide, Land sinking areas (Poor repair and maintenance of slopes and drainage systems on the roads and slopes	Loss of lives and injuries to population Residential, community buildings and offices	Damage and destruction of landscape, land degradation and soil stability	Local people vulnerable due to lack of social safety	Business continuity, livelihood is main concern	Absence of WDMC , Lack of institution support
Boileauganj market area(hybrid and old wood structures) are prone to Fire	Old buildings	Household fire	Distance and accessibility of fire service Inadequate water supply sources in the Boileauganj ward	loss of property, livelihoods and livelihood assets Loss of revenue due to disruption of service	No individual and institution support

Epidemic/ communicable diseases	Residents may get infected by diahorrea, jaundice, flu, COVID 19 etc		Inadequate sanitation facilities leading to cases of diarrhea, jaundice etc	Health and well being and loss of livelihood Loss of revenue due to disruption of service	Poor individual and institutional coping capacity
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### 2.3 Capacity Analysis

In case of Boileauganj ward, considering the potential hazards and existing vulnerabilities the current capacity of the ward is moderate, in terms of inventory and the availability of resources (man and material) and from the utility point of view. Following are the key details of the inventory and resources.

**Table 2.3.1 Resource inventory of the area:**

(Source: Ward Councillor, SMC, and Officials of Concerned Department)

Resource Type	Details	Number	Govt/ Private	Contact no. of nodal person/s
Equipments used for cutting, Search & Rescue (S&R), grinding m/c etc.	Available with the Comdt. Fire and Home Guards Office	List of S & R equipment is covered in Annexure 14.2	Govt.	Mr. B.S.Chauhan, Commandant. Home Guards & Civil Defence, 9816003564 Home Guard Office 0177-2658531
Open Ground	Waqf Board Ground BHU Ground and Park near Tavi Chowk	3	Private	
Emergency Search lights	Available with the Comdt. Fire and Home Guards Office	2	Govt.	Comdt. Home Guard Office 9816003564
Location of Blood Banks, Hospitals in Shimla	Chief Medical Officer IGMC SHIMLA	1	Govt.	0177-2657225 0177-2654713
Availability of equipments like Road roller, Earth Mover, JCB etc.	Road Roller	4	Govt.	JE MC Shimla 0177-2802771
	Earth Mover Robot,	2		
	JCB	2		

Transport available with nodal agencies, in emergency)	Four Wheel drive pick Vehicles	3	Govt	"JE MC Shimla 0177-2802771"
Availability of Firefighting equipments, Fire Tenders	Fire Control Room,	4	Govt.	108 (Emergency No), 0177-2658976
	Divisional Fire Officer (DFO), and Chief fire Officer,			0177-2623269, 2629945
	Mall Road and Chhota Shimla Fire Station			
List of FPS	1. The Super Bazar, Chakkar, Boileauganj,			Ph: 9218844604
Local key NGOs / CBOs	1. DOERS, Kalta Bhawan, Dyerton Estate, Beerkhana, Khalini	2	Private	Please refer all the NGOs details in Annex 14.1.6
	2. Church's Auxiliary for Social Action (CASA)		Private	
Community Centers and identified Safe Buildings	Community halls at (i) Gopal Temple, (ii) Kamana Temple, (iii) Waqf Board Masjid	3	Private	
List of registered volunteers	CBDRM Trained volunteers exist here	6	Volunteers	PI refer Annexure 14.1.8 for details

## 2.4 Risk Assessment

A very comprehensive risk assessment of Boileauganj ward was carried out based on primary and secondary data and consultations at the ward level with local stakeholders. Risk is a measure of expected losses due to a hazardous event of particular magnitude occurring in given area over a specific time period. It is a function of probability of particular occurrences of activation of any hazard and losses each would cause.

The blended approach included the desktop research, community meetings; consultations with local stakeholders at the ward level; participatory identification of localized hazards, risks and vulnerability; identification of root causes; verification of the facts about potential hazards; mapping out existing vulnerabilities and available capacities in the ward.

Risks Assessment was carried out in steps, starting with the preliminary analysis, then the focused discussions were carried out, which was followed by potential impact analysis and then risk profile

of Boileauganj ward has been prepared accordingly. In Boileauganj, the high-risk prone zones were identified (based on the past incidents and existing vulnerabilities), including Dhingra Estate, Sandal Mod, lower Kamna devi mandir area, Kachchi Ghati area, Ghora chowki etc. The reasons behind these hazards and risks were also identified such as unplanned development, instability of land, and space congestion etc.

### 2.4.1 Local level consultations

At Boileauganj ward, the local level consultations were carried out and interactions held with the Ward Councillor (Ms. Kiran Bawa) and other local residents, separately, maintaining the social distancing norms of COVID. All the potential hazards, existing vulnerabilities and the capacities, including local resources were discussed at length. The local hazards mainly coming out were earthquake, landslides, land sinking fire, hail storm and epidemics etc. Physical vulnerabilities primarily included old and weak structures because of their types and poor construction technology and materials used. Poor land use and construction in the slopes area in Boileauganj ward especially have made habitat highly vulnerable against landslide and land sinking causing tree falling on the roads. The root causes of all the hazards and related risks were also discussed in detailed manner.

During the interaction, it was coming out that road accidents particularly toppling of vehicles in the slopes in Old Barrier Road, which can increase the possibility of traffic jam etc. Hence it is recommended to go for the roads widening wherever possible. Similarly, the issue urban fire is a big challenge herein Boileauganj as the houses are very close to each other and use a lot of wood and other local materials. In this context, it was coming out there is strong need to identify the key buildings and structures, periodic monitoring of all these buildings and retrofitting is required to be done to strengthen the crucial buildings and weak strictures exist in the ward. Besides, for effective firefighting, the fire services need to be strengthened to improve firefighting capabilities.

### 2.4.2 Potential Impact Analysis:

The analysis of potential impact of hazards and related vulnerabilities help to provide a strong base to carry out the detailed risk assessment, which is summarized later in the form of Ward Risk Profile.

**Table 2.4.2 Potential Impact Analysis of all applicable hazards and existing vulnerabilities**

Earthquake,	Kanmnagar area	People at risk, communication failure, Weak structure of the buildings, houses etc.	Loss of lives and damage of houses Damage and destruction of Life line infrastructures such as water pipeline, power station, water tanks and community infrastructures such as schools and hospitals	Waqf Board Open Ground
Hailstorm	Old Barrier, Prospect Hill, Gopal Mandir area, are vulnerable to	Local population at risk, Houses on the slopes Poor social safety net and Lack of institutional mechanism at the community level to address issues	Estimation may not be possible Loss of livelihood, lives and houses Damage of water pipelines	No safe shelter
Landslide and Land Sinking	Dhingra Estate, Kachchi Ghati area, Old Barrier, Prospect Hill are Landslide, Land sinking areas	People working and residing in this area are at risk	Estimation may not be possible	
Urban Fire	Boileauganj market area		Loss of lives and property	Waqf Board Open Ground
Epidemic	Entire Ward	Lack of safe drinking water during summer and winter season Lack of sanitation in selected pockets of Boileauganj Lack of medical preparedness	Estimation may not be possible General health and well being of public Loss of livelihood	

### 2.4.3 Risk Profiling of Boileauganj Ward

Based on the primary and secondary data, local level interactions and subsequent analytical research it is coming out very clearly that Boileauganj ward is mainly prone to hazards like earthquake, land slide, hailstorm, epidemic, etc. and few other physical, social, environmental and institutional

vulnerabilities associated to ward. Profiling of Boileauganj helped in identifying concerned issues including old weak structures, space congestion, parking problem and helped in finding probable solutions such as widening of ambulance roads, drainage issues, proper cabling, safe construction. However, at local level, there are some resources available in terms of equipment/ machines and trained manpower, but an institutional coordination mechanism is very much required locally. The active functioning and periodic review of Ward level disaster management committee (WDMC) will be the key, to address all the applicable hazards, vulnerabilities and associated risks at the ward level. Boileauganj ward has not faced any major disaster in the past as such, except few incidents, however the potential risks cannot be ruled out and hence their mitigation, disaster preparedness and emergency response and ward level coordination will help making Boileauganj ward safer as ever.

## INSTITUTIONAL ARRANGEMENTS FOR DISASTER MANAGEMENT



This section covers the basic structure for institutional arrangements, as mandated by the DM Act 2005, including the broad functions of Local Authorities, here in case of Ward level institutionalization and functioning of Ward level Disaster Management Committee (WDMC) and their inter linkages.

The section also throws light on the objectives of Ward Disaster Management Committee (WDMC) and formative structure of the same. Further, this section also highlights the role of Public Private Partnership (PPP) in context of Ward Disaster management Planning and allied support functions.

### 3.1 Constitution of Ward level Disaster Management Committee (WDMC)

The Ward level Disaster Management Committee (WDMC) is required to be constituted and functional, on the lines of Section 41 of National Disaster Management Act (DM Act), 2005.

It is recommended that the Councillor of the Ward should be Chair Person of the WDMC, which is the grass root body to institutionalize the disaster management at local ward level.

As per the standard practice in our country, the other members of WDMC may be as follows: -

- AE/ JE - Civil/Architect/SMC/ Any Department Functionary, may be the Member Secretary
- Concerned Ward Development Committee Members
- Civil Defence People/ RED CROSS Representatives
- Police Inspector of the ward (if ward has police station)
- Fire officer of the zone (if ward has fire station)
- President/ Secretary of local RWAs/ local representative

- Some retired Government Officers
- One/Two volunteers from NGOs (Nehru Yuva Kendra etc)

### 3.2 Key Functions of Ward level Disaster Management Committee (WDMC)

- All the WDMC Members are required to meet at least once in a month, to review the status of overall disaster management and preparedness at the local ward level.
- WDMC is primarily responsible for the Ward level Disaster Management Plan execution and for looking after functionality of emergency preparedness and response in the ward.
- WDMC will monitor and manage the volunteers activated for disaster preparedness.
- WDMC will be responsible to update the database or information of respective ward.
- WDMC will coordinate with the concerned government functionaries with regards to addressing the existing vulnerability and hazard risk reduction at the ward level.

### 3.3 Status of Ward level Disaster Management Committee (WDMC) in Boileauganj

In Boileauganj ward, the Ward level Disaster Management Committee (WDMC) has been recently proposed, which is currently under the approval. The Ward Councillor would be the Chairperson of WDMC.

**Table 3.3**

Status of WDMC in Boileauganj	Formation in Process
Members of Ward level DMC, their name, along with current position in Ward DMC like Chairman, Secretary or Member etc	Ward Councillor, Ms.Kiran Bawa, Bava Niwas, Chakkar, The & Distt, Shimla, Ph: 9816115690
Review Meetings conducted so far	Not yet scheduled

### 3.4 Public Private Partnership (PPP)

Development activities involve both private and public enterprises. To mitigate disasters and create better prepared society for disasters and other hazards, the strong public-private partnership and people coordination is critical. In order to achieve community resilience and preparedness at ward level, public and private owners of critical infrastructures and key resources like manpower, technical expertise & equipment, including local people need to work together, before, during and after disaster. The key issue is to recognize and embrace public-private interfaces that can improve the ability of a community to manage the response and recovery phases. To institutionalize disaster management locally, WDMP should try to strike right balance in terms of roles and responsibilities, between public and private entities.

# PREVENTION AND MITIGATION MEASURES

## 4.1 Prevention Measures

Prevention consists of actions that reduce the risk of natural or manmade disaster incidents. It is required to list and elaborate all types of measures (like - building codes, floodplain management, storm water management, safe and sustainable housing, urban development and land issues and Smart City management plan etc., which are required to be planned and implemented at the local ward level to make the Shimla city disaster resilient, as a part of prevention measures. Under it, the special projects are proposed for preventing the disasters.

## 4.2 Mitigation Measures

This part will mainly focus on various ways and means of reducing the impacts of disasters on the communities through damage prevention. Major focus will be given to disaster mitigation owing to its importance in reducing the losses. The mitigation plans will be specific for different kinds of hazards identified in HVCRA section. Mitigation plans will be sector specific, and will deal with both aspects, structural & non-structural.

The Identification of various divisions and departments, along with nodal officers, to coordinate the mitigation activities, including Shimla Municipal Corporation (SMC) and ULBs for implementing mitigation strategies will be the key. The community mitigation measures will be identified and implementation modalities will be articulated. A Training Strategy will be formulated for training stakeholders who can aid in disaster management. The thrust should be on risk informed urban planning and local development, based on the up to date risk assessments with particular focus on vulnerable population and enforcement of the realistic risk compliant building regulations, at the ward level.

Planning and collecting accurate and detailed risk data would be the priority. The entire process risk identification and risk awareness would follow multi-stakeholder participation involving vulnerable communities, and ensure interdepartmental coordination for formulating the mitigation plan for the ward.

As per the Sendai Guidelines, Ward level risk mitigation measures can be ensured by taking the following measures by the Boileauganj Ward authority viz.WDMC:

1. The WDMC and the Boileauganj ward community need to identify and understand the risks and their changing nature with changing dimensions of urban development and climate change in the larger context of Shimla city. This risk may be taken up and updated every year as per the requirement at the ward level.
2. WDMC needs to develop a consultative /interactive mechanism for generating and disseminating disaster risk related information among the ward communities through



constant community engagement to ensure risk information is factored into the corporation's development plan and other departmental plans.

3. WDMC needs to regularly monitor and report development in the risk prone areas in Boileauganj ward e.g. construction in slopes, reporting illegal construction, encroachments, instances of flouting of building regulations and enforcement of building by-laws and codes.
4. WDMCs need to work with the city administration to identify, protect and monitor the natural ecosystems of the ward such as forest, water bodies etc. as they absorb the disaster shocks and reduce the devastating impacts of landslide, and fire.
5. WDMC would work as a bridge between the City Municipal Corporation by effectively playing its role in coordination, risk communication and do advocacy for risk sensitive development at the ward level.
6. WDMC can proactively facilitate inter-agency coordination (GOs, NGOs, CBOs, volunteers, academic institutions) and work towards eliciting private sector partnership for promoting resilient and sustainable development activities in the ward.
7. By supporting community capacity building, skill development training in multi-hazard disaster response at the ward community level WDMC can support over all resilience of the ward community.
8. WDMC need to work with the City authority and Planning Department in particular, to mobilize resources for DRR interventions planned for the ward.
9. Special measures could be taken at the Ward community to keep aside a portion of the budget for the most vulnerable segments of the ward such as APL, BPL, aged, destitute, women, and people with special needs. Activities could be financial support, skill building, forming women cooperatives and promoting enterprises through micro finance.
10. WDMC could work with the city authority to develop eco-system awareness, education and conservation programmes to ensure that ward community understands and acts upon the protective measures of the ecosystems and adopts eco-system solutions to address the existing risks and preventing the new risks.
11. WDMC needs to ensure that infrastructure services of the ward such as water, sanitation, health, electricity, and transport remains in a preparedness state
12. WDMC needs to put in place systems and mechanisms to ensure operability of critical infrastructure in the event of acute shocks or stresses at the ward level. Have spare capacity (e.g. redundancy) to cope with a combination of risks

#### 4.2.1 Scope of Integrating Risk Reduction in Development Schemes

The Mitigation plan would address and align the pertinent issues of construction (structural and non-structural elements), infrastructure, repair and maintenance, transport, sanitation, research and technology transfer and land use planning. WDMC Boileauganj can work with SMC line departments to strengthen disaster mitigation linkages with national development programmes like SMART CITY, PMAY, and State, City and local level allied initiatives should cover the issues of safe development. In fact, a beginning has already been made by SMC in this regard.

DRR mainstreaming is being done in the ongoing Project of SMC WDMC and common citizens of Shimla city gave their feedback. While preparing development projects such as SMART CITY and

AMRUT, the city Planning Department of SMC followed a consultative approach and gathered inputs Ward communities on PROBLEMS and PRIORITIES. As per the feedback of Ward communities, identified PRIORITIS are as follows:

- i) Traffic congestion, Public transport, Parking and Pedestrian mobility
- ii) Potable water supply.
- iii) Solid waste and Waste water management.
- iv) Building safety, Disaster mitigation and Security of citizens.
- v) Open and recreational spaces.

The major thrust of SMART CITY and AMRUT projects are urban transformation and strengthening of the service infrastructure of Shimla city which will reduce the risks and improve resilience of the city against disasters and climate change.

Further, periodic building assessment schedule, adherence of zoning laws, status of techno legal regime at retrofitting of potentially weak buildings and unsafe critical infrastructures at Ward level would ensure proper enforcement of existing regulations and acts would enhance strength of the building stocks of the ward.

#### 4.2.2 Risk Management Funding

The Boileauganj Ward Disaster Management committee would address the short and long-term funding provisions for proposed mitigation activities, under the overall objective of risk management at Ward level.

Short term provisions would be covering relief and early recovery interventions to cover immediate loss lives, assets and immediate livelihood measures incurred due to disasters. Whereas long term provisions include structural and non-structural measures such as the set-up of fire stations, retrofitting of vulnerable schools, hospitals, watershed management, planting trees along the roadside etc.,

As of now, there is no ward funding mechanism in the Shimla Municipal Corporation (SMC). However, the Boileauganj WDMC can identify its priorities and interventions include those in the Development plan and departmental plans of the SMC.



# PREPAREDNESS MEASURES



This section would primarily focus on the preparedness of local entities at ward level and the communities in order to safeguard lives, protecting assets and efficiently utilize resources by taking appropriate actions in the face of any disaster. The preparedness plan will further ensure that local agencies are able to respond to the potential damage zones in a prompt and coordinated manner. In most disaster situations the loss of life and property could be significantly reduced through appropriate preparedness measures and warning system. It will be necessary that with respect to every disaster, the concerned agencies will be designated to issue the warnings. During this section, it will be ensured that the pre-disaster warning and alerts, preparedness before response and dissemination of warning, and evacuation activities will have to be carried out in coordination with concerned local authority/ line departments.

The intent will be to go for the all hazard approach, with comprehensive emergency management participatory planning, which will be rigorously tested on regular basis through simulation methods/ mock drills and table top exercises at the ward level.

Considering the Risk profile of the Boileauganj, the Boileauganj WDMC can be taken the following Preparedness measures:

### 5.1 Identification of stakeholders involved in disaster preparedness and response

The identification process will also involve the response and evacuation of the old age people, women and children, disabled persons, including availability of assertive devices and technologies for the Persons with Disabilities (PwDs) in responding to disasters.

### 5.2 Formation of Task Force Teams at Ward:

The Ward Disaster Committee once functional need to take up formation of Ward Volunteers Teams for:

- a) Early Warning: The team will keep a watch on the trigger of any hazard in the ward and inform the WDMC and SMC IRS Team about the incident.
- b) Search and Rescue and Evacuation: S & R Team members having acquired response and rescue skills will play the role of first responders in case of a disaster and will assist the Fire Services and other specialized rescuers from SMC and the state in rescue and evacuation following a disaster.
- c) Basic First Aid: The first aid team would be comprising of trained volunteers in emergency first aid and will provide basic first aid and shift them to safe locations and hospital after a disaster.
- d) Damage & Loss assessment: The Damage and Loss Assessment Task Force Team members will be responsible conducting first hand survey immediately at the aftermath of a disaster and

later assist the Damage Assessment Teams in completing the assessment.

- e) Evacuation: This stage is very crucial; it should cover the procedural steps for evacuation of people under threat or likely to be affected by the disasters. Further, the evacuation route maps to be prepared for most vulnerable pockets/ hazard prone zones of the Ward.

### 5.3 Community Preparedness:

- a) Community awareness education
- b) Sensitization of community about needs of persons with disabilities, women and children and other vulnerable groups
- c) Community warning system

The Agency responsible for hazards specific warning at Ward level may be captured as per the Table 5.3.

Table 5.3

Hazards	Communication agencies	Contacts of Communication agencies w.r.t information dissemination at Ward level to timely inform the community**
Ex:		
Flood	CWC *	0177- 2624224
Epidemic/ Pandemic	Health Department	0177- 2622050
Hailstorm/ Lightning	IMD, Local Centre*	0177- 2624976

\* These nodal agencies must have the local operations centers/ regional stations, which are the source of communication/ prediction at local level.

\*\* Here it is a very important role of WDMC and local administration for getting the right information from appropriate agencies and to disseminate it across to all the stakeholders at the ward level, particularly to concerned community, at the earliest.

### 5.4 Medical preparedness (including epidemic/ pandemic) and mass casualty management

Role of Department; Medial Staff and other agencies; Patients Management; Trauma Care, Carcass Management, Quarantine facilities, Isolation wards, Testing facilities, ventilators, PPE kits etc. will be ensured by the Health Department. WDMC would work with Health department and SMC to coordinate and monitor the preparedness of the IGM Hospital and other pre-identified quarantine centers for epidemic.

### 5.5 Awareness generation and mobilization of resources

WDMC Boileauganj would work closely with the SMC relevant departments and devise an Information, Education and Communication (IEC) strategy for Boileauganj ward to inform and educate the public about ward’s risks vis-à-vis capacities and plan for a disaster risk management plan and mobilize funds for planned preparedness, prevention and risk mitigation interventions.

### 5.6 Disaster kits and aids

Information pertaining to the family relief kits, first aid kits, and other primary aids etc.: To keep the Ward community prepared against different disasters, the WDMC and WDMTs will prepare a set of basic first aid family relief kit for the ward communities as an effective emergency response measure.

## CAPACITY BUILDING & TRAINING MEASURES

Effective local disaster response and mitigation requires trained volunteers. Boileauganj ward does not have sufficient trained volunteers /Task Force members. Besides training of WDMC and WDMT members efforts need to be made to sensitize the Boileauganj ward communities regarding the hazards, risks and resources of the community and they need to be engaged in planning, monitoring and evaluation Ward Disaster Management Plan.

Further, the capacity building may be tested locally through conducting the field tests, mock drills, simulation exercises etc., once the sufficiently trained manpower in place in Boileauganj.

### 6.2 Disaster Management Education

School and college students, NSS, NCC volunteers of the ward needs to be sensitized about Ward level risk and vulnerabilities and the role they could play for safer school. WDMC may work with the schools to prepare a School Disaster Management Plan for greater safety and well-being of the youth considering the Risk profile of the Boileauganj Ward.

### 6.3 Inventory of trained professionals and data management

Effective emergency response demands trained and committed local volunteers besides the responsible administration. Boileauganj WDMC can work out a mechanism for maintaining an inventory of trained DM professionals, civil defense, home guards, retired ex-service man, architects, masons, medical professionals, rescue specialists with contact details and update the list every year to use their services at the time of need.

## RESPONSE MEASURES

Effective response planning requires realistic identification of likely response functions, assignment of specific tasks to individual response agencies, identification of equipment, supplies and personnel required by the response agencies for performing the assigned tasks. A response plan essentially outlines the strategy and resources needed for search and rescue, evacuation, communication, planning and coordination of response activities etc.

### 7.1 Local Emergency Response Volunteers Force

The ward is expected to create response capabilities from its existing resources by equipping and training the identified members of disaster emergency response force at the ward level, and local volunteers for the effective response and management of disasters and necessary arrangements aligned with disaster management skills in consultation with HIPA, HPSDMA and City Administration.

Once the WDMC gets fully active in the Boileauganj ward, then the local emergency response voluntary force may be formed, and the related functions and applications may be added in the local context.

### 7.2 Rapid damage assessment and reporting

Rapid Damage Assessment Team to be set up immediately after disaster. It should include the WDMC Members, local representatives of the Ward, NGOs/volunteer/ community-based organizations etc.

This team may immediately assess the damage due to disaster and report it to the concerned department to assist in the processing to get the immediate relief material from the government. Rapid damage assessment and reporting is required to avoid litigations and delays in relief and compensation, including insurance.

It can also be checked with Shimla City Administration about the rapid damage assessment reporting procedure and existing format, to cover all relevant aspects in that as well. Following is the prescribed format for reference, which may be followed for initial assessment: -

Table 7.2

1	Nature of Disaster:									
2	Date of Occurrence:					Time:				
3	Damage and Loss Astimates									
	Name of the Site (Ward, Circle)	Total Population Affected		People missing H L	People injured	Severity	Imme- diate needs	Houses Damaged	Action taken by any entity	
									L M H	
4	Infrastructure Damage									
	Name of the Site (Ward, Circle)	Housing	Shops	Pvt. offices	Water source	Road and bridge	Power	Communi- cation	Govt Building	Others
5	Need Estimates									
	Name of the Site (Ward, Circle)	Medical Needs		Population requiring shelter		Clothes	Food	Water	Sanitation	Any Other
6	Any Other Vital Information									
7	Specify Immediate Needs: (With quantity)									
	Food									
	First aid									
	Machinery/ Any other									
8	Possible Secondary Affects:									
9	Name Of Nodal Contact Person (Of Initial Assessment Report):									
10	Agency/Address:									
	Telephone Number									
Date:					Signature:					
For Office Purpose:					Report No.:					
Support By Any Agency/ Smc/ Ngo/ Voluntary Group										

### 7.3 Local Search and Rescue Team

A dedicated team is required to be formed to lead the search and rescue operations at the local ward level. The team members may be the local ward level representatives, NGOs and local volunteers etc. However, at present at the city level, Civil Defense & Home Guards and Divisional Fire Office, are working jointly as a dedicated team, which is handling searching and rescue operations. The details of the senior government officials, handling search & rescue of Shimla city is mentioned in the table.

**Table 7.3**

Source: Divisional Fire Office

#	Name & designation of Officials handing Search & Rescue at City level	Address with contact nos.
1	Mr. B.S. Chauhan, Commandant, Home Guards Civil Defense	Thakur Vatika Khalini, Shimla-2, 0177-2658531
2	Mr. D.C. Sharma, Divisional Fire Officer, Fire Brigade Deptt.	0177-2623269, 981003564/ 9418096040
3	Chief Fire Officer, Shimla	0177-2629945

### 7.4 Medical response

The specialized medical care shall be required to help the affected population. The preventive medication may have to be taken to prevent outbreak of diseases, leading to epidemic/ pandemic. Further, at the Ward level, dedicated medical teams will be activated at the time of emergency, which will consist of the (on call) doctors, nurses, pathologists, paramedics, Asha workers etc. Mobile Medical Vans, equipped with emergency requirements, will also to be identified and inventoried.

Members of the medical emergency team to be well trained, retrained especially on triage, advance life support, well versed with golden hour-platinum minutes concept, quick steps of first aid response infected patient screening and detection, quarantine norms, pandemic treatment protocols, social distancing etc.

**Table 7.4 Indicative table of local medical response team**

Source: Directorate of Health Services

#	Name of local medical response team member	Designation	Contact no (off.)	Contact no (Res.)
1	Dr. Surekha Chopra Din Dayal Upddhayaya (DDU) Hospital, Shimla	Medical Officer MC SHIMLA	9418077094	9418077094
2	Chief Medical Officer, IGMC		0177-2657225	

### 7.5 Temporary Shelter Management, Quarantine Centers/ Isolation Centers

At the ward level, there is one pr-identified open ground at Waqf Board open Ground for temporary evacuation of people against earthquake and landslide. Community halls at Gopal

Temple, Waqf Board Masjid and Community Hall at Kamana Temple in Boileauganj may also be used for safe shelter. However, more such designated open ground and temporary safe shelters by SMC, preferably with the provision of food, water, toilet and kitchen, at the time of any emergency situation would provide immediate shelter and other basic needs of the affected community of the Phagli ward post disasters.

**Table 7.5**

#	Name and address of safe shelters/ Quarantine centers/Isolation centers designated at the Ward level	Contacts of arrangement of beds, food / free kitchen, drinking water, toilets and sanitation facilities.
1	Waqf Board Ground is the open space	For earthquake evacuation. But facilities are not adequate
2	Community halls at Gopal Temple	Community Halls of these temples have basic facilities; may be used as temporary shelter
3	Community Hall at Kamana Temple	

## 7.6 Water, Sanitation and Hygiene (WASH)

In view of the on-going COVID-19 pandemic and the emerging learning from this global public health emergency, there is a need to make a shift from the conventional focus on water and sanitation (WATSAN) to an enhanced emphasis on water, sanitation and hygiene (WASH).

While water and sanitation is very crucial and needs to be addressed as a top priority, as it is directly related to the basic needs, especially in case of the affected population, additional focus on hygiene will be critical in case of public health emergencies.

The required provisions have to be made by Shimla Municipal Corporation (SMC), for supply of pure drinking water, and to meet the other needs of water as well as timely redressal of sanitation requirements.

The related hygiene component would include: maintenance of hygiene, in and around emergency shelters; personal hygiene with a focus on hand washing with soap in case of public health emergencies such as COVID-19; periodic monitoring and inspection of storm water drainage and nallah; adherence of the cleaning schedule of the camps and other places.

## 7.7 Management of deceased

One of the major functions of Ward Disaster Management Committee will also the carcass disposal, and allied activities at the ward level with reference to the same, and coordination with Shimla Municipal Corporation (SMC) and other local agencies. WDMC may designate person/s concerned to coordinate with agencies in this regard.

For further details, Please refer to the Standard Operating Procedures (SOPs) in context of management of dead bodies, covered in the updated City Disaster Management Plan (CDMP) of Shimla.

## 7.8 Civil Defense and Home Guards

The Civil Defense and the Home Guards are required to be deployed for emergency response, community preparedness and public awareness. At Ward level, a culture of voluntary reporting to duty stations in the event of any disasters will be promoted.

The occurrence of disaster may be reported by the concerned authority/ WDMC / Ward Councilor to the City Mayor/ DC Office by the fastest means. The DC will activate all departments for emergency response including the District EOC, Municipal EOC and ERCs, to extend all the required support at the local ward level.

## 7.9 NGOs and Voluntary Organizations

The local NGOs, CSOs and voluntary organizations will work in coordination with WDMC to deal with any exigency, according to the expertise of organizations. Following are the contacts of local NGOs:

**Table 7.9**

(Source Ward Councillor, and SMC)

#	Name and address of NGOs, CSOs	Contact nos. of person concerned
1	Grameen Vikas evam Manav Kalyan Samiti	Jitender Verma Phone: 9418136911, New Totu
2	Healthy Himachal	Shelly Phone: 9418027207, Lower Totu
3	Mahila Vikas Sansthan	Veena Sood Phone: 9817096998, Green View, Totu
4	Ms. Sudesh, Nav Nirman Foundation, Kagnadhar, Phase III, Shimla	9418902202
5	DOERS	Ms.Anuradha Kalta Bhawan, Dyerton Estate, Beerkhana, Shimla 171006 Himachal Pradesh, Ph: 01772674939 /8091030405 Email: mail@doers.org.in
6	Umang Foundation	Address: C -208, 2 <sup>nd</sup> Floor, Sector 3, New Shimla, Near Sector 3 Bus Stand, Shimla 171009 Phone: +911772672595 Email: ajaisri02@yahoo.co.in

## 7.10 Fire Services

The Department of Fire Services is one of the crucial responders to disasters and emergencies. The Nodal Office/ concerned staff of Fire Services will be coordinated, in order to tackle any emergency related to fire or the allied substances. The Fire Services take care of all the fire incidents of the city. However, should there be a multi hazard rescue and response scenario, the fire services seeks the services trained home guards. Led by the Commandant, Home Guards keep themselves ready to



meet any emergency.

The Tilak Nagar Fire Station is currently covering Boileauganj ward. In Shimla City there are following three fire stations at present:

1. The Mall Shimla,
2. Governor House, Chhota Shimla and
3. Tilak Nagar, Shimla.

The Divisional Fire Officer (DFO) Mr. J.C. Sharma is the overall In charge of fire services in Shimla.

The Fire Station, Tilak Nagar also covers the wards Summer Hill, Phagli, Totu, Nabha and Annadale wards. In case of any fire emergency DFO office, Fire Brigade Department may be contacted at 9418096040.

## RECOVERY, RECONSTRUCTION AND REHABILITATION



This section focuses on restoration of normalcy to the lives and livelihoods of the affected population at local level, by short- and long-term measures, with support from local administration. Short-term recovery will return the vital life support systems to minimum operating standards while long term rehabilitation by Administration will continue till complete redevelopment of the local ward area takes place.

### 8.1 Detailed damage and loss assessment

The Revenue Department and Disaster Management Cell (DMC) HP, will take the lead in identifying disaster loss and damage, with local assistance. The role of WDMC will be here to support and supplement Revenue Department and DMC. However, it needs to be verified with SMC/DDMA/ DMC Nodal Officer of Concerned Department.

### 8.2 Reconstruction of damaged buildings/social infrastructure

Reconstruction of damaged buildings will be addressed by the nodal department (Town planning, PWD, Rural Development, Urban Development Departments/ SMC) and supported through the advance tools like Insurance, short-term loans, and by any other important means, which are affordable. WDMC will support and supplement to the nodal departments through facilitation and local level assistance.

### 8.3 Psycho-social interventions

This section will take care of psycho social needs of the affected victims, including women and children, persons with disabilities, old age persons etc. The provision of trauma handling and social rehabilitation will be clearly mentioned here. The role of WDMC will be to support and supplement here at the local ward level to the concerned nodal entities.

There is lack of the Psycho Social staff in health department but some NGOs like CASA, Indian Red Cross etc. are intervening in this task. It needs to be verified with Health Department, Trauma Centers.

The SMC and UNDP through a comprehensive psycho-social training programme has trained about 155 Master Trainers, who can work closely with the City Administration during post disaster psycho-social recovery of affected communities. The detailed list of trained Master Trainers is at annexure 14.1.9.

### 8.4 Recovery Programs

- a) Short term recovery programs: Short term livelihood measures, loans, assistance/ aid/ grant  
Long term recovery program: Sustainable livelihoods.
- b) At ward level, WDMC is expected to facilitate/support and supplement the concerned Department/ agency (such as SMC/ DMC) in executing recovery programs planned at the city and district level.

## CROSS CUTTING ELEMENTS



### 9.1 Community Based Disaster Management

Communities are always the first responders and hence the initiatives pertaining to community participation including promotion of local ownership, addressing local needs, and promoting volunteerism, will be captured.

Community based disaster management is the key at local ward level to prepare the disaster management plan. The Ward level DM plan will be prepared, by incorporating the information, needs and local vulnerability assessment, keeping in view the community participation (including the ward representatives, local community-based organizations and volunteers etc) at the ward level.

### 9.2 Gender Mainstreaming in Ward Disaster Management Planning

Natural disasters have differential effects on men and women based on their vulnerabilities and capacities to deal with them. Disasters affect men and women differently, because of their



differing roles, different responsibilities given to them in life; and in their capacities, needs and vulnerabilities. It has been proved that persistent poverty and economic insecurity and unequal division of domestic labour, reproductive differences, unequal access to education, health and social services led to women's increased vulnerability to disasters and the impact to being different from men.

Hence, while planning for the disaster mitigation of the ward, WDMC will take gender sensitive measures so that both men and women get equal opportunities in pre, during and post disaster scenarios. The activities that could be taken up to maintain this balance are:

- i. Gender segregated data in terms of death, loss, disability, homeless etc will be generated which will give the real picture of loss (gender based), but will also enable both the City Authority and NGOs/CBOs to effectively formulate their future strategies for disaster mitigation.
- ii. Developing capacity of women's groups and community based organizations which is vital to increasing urban resilience.
- iii. Gender mainstreaming in monitoring programme implementation and their evaluation will be emphasized at the city/ward level. To monitor the implementation of these initiatives, efforts will be to develop bench marks and indicators to integrate gender equality and social vulnerability in DRR activities.
- iv. Need assessment of the community taking into consideration differential skills, knowledge and abilities and resources (especially of women) will be undertaken before planning disaster preparedness and risk reduction activities in the community.
- v. Mitigation of vulnerability can be guaranteed through awareness generation of both men and women.
- vi. Equal participation of men and women in the vulnerability reduction initiatives like education or coping with hazards, knowledge of early warning systems and carrying out emergency / evacuation plans need to be planned and sustained.
- vii. The capacity building initiatives will be through interactive methodologies. Women have to be encouraged to participate, not just being a part of the audience in the training programmes. Women's participation in first aid trainings, mock drills and search and rescue operations will be planned and encouraged for successful DM.
- viii. Community and family awareness will be enhanced through the capacity building of the community leaders - municipal leaders/ members / SHGs. Peer leaders from the SHGs could be the focal point in the districts where they are active.
- ix. While assessing the damage, assessment teams have to be gender sensitive and formats have to be prepared accordingly.
- x. Provision of relief services ought to be planned keeping the needs of women to balance gender equity. The practical gender requirements of women should be addressed by provision of health facilities, safe shelter, sanitation, drinking water points, toilets, sanitary pads and supply of condoms.
- xi. Ward DM planning to include women's voices in decision making, through consultation. During disaster relief due attention must be given to the aspects of protection and dignity of women while in temporary shelters and camps. Privacy issues need to be addressed, as well as the placement of water sources, toilets, and kitchens at convenient locations. In camps, private space needs to be dedicated and earmarked for medical examination of women.

- xii. Joint ownership of property will give both men and women more confidence and an equal standing in the house. Besides ensuring equal respect it also relieves a woman from the judicial constraints she could face in case of a death of the male member who owns the property.
- xiii. Income generating activities for both men and women have to be given equal emphasis while planning vocational training, employment (includes self employment also) and credit.
- xiv. Care will be taken to safeguard women from any possible gender based violence and sexual exploitation after the disaster by forming watch dog committees /surveillance groups. Psycho-social needs of women have to be given top most priority in the rehabilitation process.
- xv. Availability of crèche facilities would be of great help to women who have to take care of their young ones. This would help them in giving more quality time to their work.
- xvi. Special provision will be made available to pregnant and lactating mothers.

### 9.3 Needs of the Special Vulnerable Groups

Special needs of highly vulnerable groups including Persons with Disability (PwDs), aged persons, children and women, will be taken care of, while addressing the preparedness, response and relief requirements of disaster victims. A specific strategy for addressing the risk reduction needs of these vulnerable groups will be developed and institutionalized by ward disaster management committee.

Apart from it, one National NGO, Help Age India, is also working in this region. They are maintaining the Old Age Home in Sector 4. Mr. Rajesh Dutta is nodal contact person of Help Age India. He can be contacted on 9418977457 for any kind of support/ assistance required in context of old age persons.

### 9.4 Addressing climate induced anthropogenic issues

Climate change, according to studies, are getting real day-by-day, in India. The Himalayan eco-system, of which Himachal Pradesh is a part, is going to be extremely sensitive. According to a Government of India Report: Climate Change and India: A 4x4 Assessment' in Himalayan region including Himachal Pradesh, the future climate trend would be as follows:

- There is a high probability of an increase in Average Annual Rainfall in the range of 60 to 206 mm in the Himalayan Region by the year 2030.
- There is a high probability of a rise in Average Annual Temperatures by 1.7 to 2.2°C in the Himalayan Region by the year 2030.

With these emerging in climate trend three key urban systems such as Water, Transport and Tourism.

Water: The identified possible climatic changes in Shimla would exacerbate the water problem. Increased precipitation (snow) can disrupt/ damage water supply infrastructure. It can also cause the water in the pipelines to freeze. Increased temperatures will lead to increased demand for water. This would put additional stress on the supply system therein increase the vulnerability of the system and population.

Transport: Traffic congestion is a major problem in the city. A single road connects the city to nearby areas. The city has many major bottle neck points which cause traffic jams for several hours. Many roads are extremely narrow and due to road encroachment, their usage is further limited. There

is a major shortage of parking facility. Further, the road infrastructure is impacted severely due to the inflow of tourists and landslides. The roads need significant maintenance and repair. Increased precipitation can disrupt/damage the road and transport infrastructure leading to increased traffic congestion. It can cut off the city from rest of the area leading to shortage of food supply etc.

Tourism: Shimla is a famous tourist attraction of North India. Increased temperature in neighbouring areas can lead to an increased influx of tourists to Shimla. This would lead to additional stress on the urban services of the city.

The Himachal Pradesh State Strategy and Action Plan on Climate Change underlines the need for developing and deploying a range of awareness and capacity building programmes for municipal officials for promoting appropriate measures towards climate resilience, as well as similar programmes for building awareness on climate change and its impacts for the urban populations. The strategy underlines the urgent need of converging such efforts with other sectoral initiatives such as health, education, housing and water supply, and fostering inter and intra departmental coordination. However, convergences and coordination between ministries and departments have been a bigger challenge given the conflicting priorities, governance and role clarity.

There is a need for greater coordination and cohesive efforts by the Shimla Municipal Corporation and Ward communities to adopt and implement a balanced climate change adaptation and DRR strategy that would not only address the existing infrastructure and eco-system risks but also build the resilience institution and community to prevent the future risks caused due to climate change.

Further, for specific ward level climate change related issues and challenges, IMD Shimla Office/ Weather Monitoring Cell, needs to act proactively to capture the extreme events, and to gather the climate change observations, which can help us in addressing climate induced anthropogenic issues and planning adaptation measures especially in context of Boileauganj.

# FINANCIAL RESOURCES FOR DISASTER MANAGEMENT



This section focuses on the financial resources, provisions and allocations made at Ward level in preparing and executing the disaster management plan. All relevant Government Orders (GOs) issued from time to time, contributing to the same, will find a reference here.

## 10.1 Local Emergency Response Fund

It will basically cover the disaster response, relief, and rehabilitation part. It is recommended to make provision to meet this emergency requirement through Shimla Municipal Corporation (SMC) and Revenue Department. However, the State Disaster Response Fund (SDRF) and Chief Minister's Relief Funds are also available to meet any emergency requirement, at the city/ local ward level, which is required to be tapped. Further, the other local city level funding provisions will also be explored here in case of any emergency needs.

## 10.2 Ward Disaster Mitigation Fund

As envisaged in DM Act and also in general practice, the nodal agencies keep around 10% of annual budget for Disaster Management activities. Here, at wards level in Shimla, it is recommended that SMC may keep around 5 to 10% of annual budget for Disaster Management activities. Further, the other local city level funding provisions will also be explored here in case of any emergency needs.

It will primarily cover the disaster mitigation, prevention and preparedness activities. It is very important to strengthen the financial capacity for disaster resilience. And hence a robust financial mechanism will provide much needed impetus to resilience activities. The MP-LAD, MLA-LAD funds and schemes will be explored to cover mitigation, preparedness and disaster prevention activities, including training, capacity building and specific risk reduction interventions at the local ward level. Further, DM Cell, HP and DDMA platforms will be explored for the capacity development initiatives.

## 10.3 Disaster Risk Insurance:

It is one of the options being used commonly, by the concerned agencies to address the financial component for disaster management. This needs to be explored on the basis of local requirements.

## 10.4 Other Financing Options

The options for restoration of infrastructure / livelihoods, like utilization of flexi fund within Centrally Sponsored Scheme for mitigation/restoration activities in the event of natural calamities in accordance with the broad objective of the Central Sector Scheme (CSS) would

also be discovered. Opportunities of CSR investments would also be explored and elaborated for increasing Ward level resilience. As these days the corporates are adopting the cities/ wards for the specific interventions, the CSR investments may be covered under the umbrella of Companies Act 2013.

# FINANCIAL RESOURCES FOR DISASTER MANAGEMENT

## 11.1 Monitoring and checking through Drills

For monitoring and checking the actual preparedness and execution of WDMP on the ground, periodic mock drills will be conducted, on half yearly basis. The Drills will help in checking whether all the personnel involved in the execution of WDMP are trained and updated on the latest skills necessary in line with plan at the incident site. Drills and simulations will also help in checking out equipment and local resources response mechanism.

## 11.2 Plan Evaluation

The purpose of evaluation of WDMP is to determine the adequacy of resources, co-ordination between various agencies, community participation, partnership with NGOs and other entities, Post-disaster evaluation mechanism, periodic uploading of plans at the local Ward level and also at the SMC level.

The efficacy of the ward plan is required to be checked in a comprehensive manner on regular basis, especially after the major incident/disaster.

## 11.3 Plan Update

The frequency of updating the plan will be yearly. Apart from it, the plan may be updated when shortcomings are observed in the organizational structures, technological changes, response mechanism, resource details, following reports on physical review, mock drills or periodic exercises.

# COORDINATION MECHANISM WITH OTHER STAKEHOLDERS

## 12.1 Inter- Ward Coordination Mechanisms

During emergencies, Ward may require support from neighbouring areas, clusters, other wards and nodal departments, which are less affected/ not affected by disasters. Here the Municipal EOC Head would extend help by mobilizing concerned Departments through Municipal Commissioner or Joint Commissioner, on request of WDMC / Ward Councillor. This portion will elaborate the issues pertaining to the mutual support, understanding and coordination at inter Ward level. While devising the Inter Ward Coordination mechanism, the City level approach has to be kept in mind.

## 12.2 Intra- Ward Coordination Mechanisms

This section highlights the importance of mutual coordination, and clarity of roles amongst the intra Ward nodal agencies at the Ward, and sub city level (including Wards and Circles), with reference to disaster management functions. Views of the City Disaster Management Group and other Intra Ward agencies, including the RWAs, local CBOs, NGOs, Religious Institutions, Academic Institutions, volunteer groups are also required to be taken into account through WDMC platform.

### 12.2.1 Coordination with NGO, CBOs:

Local NGOs and CBOs, due to their proximity to community, would act as the vital link between govt and community particularly during emergencies. The list of local NGOs working in the ward is attached as separate annexure.

### 12.2.2 Coordination with Religious Institutions:

There are a number of religious institutions like temples etc with infrastructural facilities and committed work force. These facilities would be used as shelters during emergency/ disasters and the work force would be used as the volunteers during the response and recovery activities.

# HAZARD SPECIFIC SAFETY TIPS AND CHECKLISTS



Hazard Specific safety Tips and checklists for the ward community and the concerned stakeholders are as under:

## 13.1 Earthquake Safety Tips

Stay as safe as possible during an earthquake. Be aware that some earthquakes are actually foreshocks and a larger earthquake might occur. Minimize your movements to a few steps that reach a nearby safe place and stay indoors until the shaking has stopped and you are sure exiting is safe.

### If indoors

- DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD ON until the shaking stops. If there is no a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, (such as lighting fixtures or furniture).
- Stay in bed if you are there when the earthquake strikes. Hold on and protect your head with a pillow, unless you are under a heavy light fixture that could fall. In that case, move to the nearest safe place.
- Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, load bearing doorway.
- Stay inside until the shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to different location inside building or try to leave.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.

### If outdoors

- Do not move from where you are. However, move away from buildings, trees, streetlights, and utility wires.
- If you are in open space, stay there until the shaking stops. The greatest danger exists directly outside buildings; at exits; and alongside exterior walls. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

### If in a moving vehicle

- Stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that might have been damaged by the earthquake.

## 13.2 Fire Safety Tips

### Do's

- Know your building's evacuation plan, know two ways out of any building.
- Evacuate calmly and quickly whenever a fire alarm or carbon monoxide alarm sounds.
- Before opening a door, feel it with the back of your hand. If the door is hot, do not open it.
- If you encounter smoke during your evacuation, stay low to the floor.
- Know the outside rally point for your building.
- In case of a smoke or fire emergency, activate the nearest fire alarm pull station, alert those around you, and from a safe location call the fire department by dialing 101
- Test smoke and carbon monoxide alarms regularly.
- Make sure that hallways and stairway doors close tightly.
- Know the locations of fire extinguishers, fire alarm pull stations, and exits.
- Learn to use a fire extinguisher.

### Don'ts

- Leave candles, or other open flames unattended
- Use halogen lamps near curtains or other combustibles. (Halogen lamps are prohibited in University housing).
- Leave cooking appliances unattended.
- Smoke in bed. (Smoking is prohibited in University housing).
- Tamper with smoke detectors, carbon monoxide alarms, fire alarms or sprinkler systems.
- Ignore any building alarm.
- Hang anything from sprinkler heads or pipes.
- Prop fire or smoke doors open.
- Use elevators during an evacuation.

## 13.3 Epidemics related Safety Tips

- Avoid close contact with people who are having respiratory illness.
- Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat nutritious food.
- The sick person should stay at home, and avoid going into the community, school/office, public places for at least 24 hours after symptoms have resolved.
- Do not encourage the children to wear shorts and half sleeved clothing.



- Volunteer with local groups to prepare and assist during emergency response.
- Keep your surroundings clean and do not let the water be stagnant.
- Washing hands often to help protect from harmful germs.
- Avoid touching eyes, nose or mouth. Germs often spread when a person touches something that is contaminated with germs and then touches his or her sensitive body parts.

### 13.4 Safety Tips on Flash Flood

#### DO's

1. Switch off electrical and gas appliances, and turn off services off at the mains.
2. Carry your emergency kit and let your friends and family know where you are going.
3. Avoid contact with flood water it may be contaminated with sewage, oil or chemicals.
4. If you have to walk in standing water, use a pole or stick to ensure that you do not step into deep water, open manholes or ditches.
5. Stay away from power lines electrical current can travel through water,.
6. Look before you step-after a flood, the ground and floors are covered with debris, which may include broken bottles, sharp objects etc. Floors/stairs covered with mud and debris can be slippery.
7. Listen to the radio or television for updates and information.
8. If the ceiling is wet shut off electricity. Place a bucket underneath the spot and poke a small hole into the ceiling to relieve the pressure.
9. Use buckets, clean towels and mops to remove as much water from the afflicted rooms as possible.
10. Place sheets of aluminum foil between furniture wet carpets.

#### Don't's

1. Don't walk through flowing water – currents can be deceptive, fast moving water can knock off your feet.
2. Don't swim through fast flowing water – you may get swept away or struck by an object in water.
3. Don't drive through a flooded area – You may not be able to see abrupt drop – offs.
4. Don't eat any food that has come into contact with flood water.
5. Don't reconnect your power supply until a qualified engineer has checked it. Be alert for gas leaks – do not smoke or use candles, lanterns, or open flames.
6. Don't scrub or brush mud and other deposits from materials, this may cause further damage.
7. Never turn on ceiling fixtures if ceiling is wet. Stay away from ceilings that are sagging.
8. Never use TV/ VCR/ other electrical equipment while standing on wet floors, especially concrete.
9. Don't attempt to remove standing water using your vacuum cleaner.
10. Don't remove standing water in a basement too fast. If the pressure is relieved too quickly it may put undue stress on the walls.

### 13.5 Safety Tips for Family

#### Do's

- Educate your children, wife/ husband and other family member in respect of natural and manmade disasters and other crises. In case of your being unaware, take help of Civil Defense and Home Guard organization and other NGOs. Develop habit in you and your children to spare 1% of your busy time to think about Individual security and security interests.
- Keep the phone numbers of the local police station, police control rooms, fire stations, and schools, colleges, TV station, All India Radio, ambulance services and Chemists for emergency use.
- Guide children to remain at schools in emergency during school time.
- Prepare an emergency kit of items and essentials in the house including essential documents and valuables.
- Store food and water for survival in case you had a pre-warning.
- Any suspicious incidents observed be reported to police on 100. Callers do not have to give their identity on the phone. Information of immediate use be conveyed to control rooms to help early relief.
- Carry your identity card, residential telephone number or address or personal card with you. Have your blood group and any medical allergies recorded with you.
- Check information in case of disasters and crises from Ward, Civil Defense / Home Guard, and BMC, TV and All India Radio Control room.
- Learn to fight such emergencies untidily.
- Support authorities and NGOs.
- Identify scooters, cars, vehicles parked in society and identify vehicles which are unknown and parked for long.
- Organize societies and mohalla / ward committees gatherings to educate people.

#### Don'ts

- Do not encourage rumors.
- Do not blame any community for any crises.
- Do not encourage communal hatred in such situations

### 13.6 Safety Tips during Transit

#### Dos

#### During Transit

- Be concerned and develop habit of surveillance when out of our house. Check your seat in cinema hall, train, bus and air. Have you observed a bird, she jumped around and looks in all directions before selecting a spot on a tree for her security. Do we learn anything from this bird instinct?
- Look for the objects, baggage, at bus stand, railway stations, compartments, airport, which is



unclaimed.

- Unknown vehicles parked at airports, Railway Stations and bus stands have to be kept under surveillance by common citizens, and this alertness may help authorities.
- Bus, trains and airlines passengers who notice any suspicious behavior of co-passengers, be brought to the notice of officials,
- Every passenger should identify a friend or relations residence in case of requirement of staying away in emergency. The family should know about such a plan.

#### Don'ts

- Do not touch any suspicious object. Report to concerned people.
- Do not crowd the object.
- Passengers should not accept parcels from unknown persons in hurry while boarding train or bus.

### 13.6 Safety Tips for CORONA

#### Do's

1. Self sanitization is very important. Wash the hands with soap and water frequently with soap and water for at least 20 seconds especially after you touch any surface or things around you.
2. Use the face mask/ face shield while going out/entering into any public place.
3. When coughing and sneezing, cover mouth and nose with handkerchief or tissue.
4. Dispose of the used tissue in a closed bin.
5. Urgently seek medical help if you develop symptoms of coronavirus infection that include persistent dry cough, fever, fatigue, and difficulty in breathing.
6. If you came in contact with a person who has been detected positive for COVID-19, self-isolate yourself for the next 14 days as the number represents the maximum incubation period of the coronavirus.
7. In case you start developing symptoms of the infection during that time, remain in self-quarantine for the next 7 days. If they persist, immediately contact a doctor.
8. Maintain good hygiene. Keep the surfaces like door handles, kettles, and phones clean.
9. Cover your mouth with a tissue before you sneeze or cough and throw it away immediately after that. Also, don't forget to wash your hands after sneezing.
10. Maintain social distancing and remain at home as much as possible.
11. DO treat the sickness. Keep the sick person hydrated with plenty of fluids, and use over-the-counter medications for individual symptoms.
12. Do leave your home only for essential reasons, such as buying food or medications.

#### Don'ts

1. Do not touch any surface unnecessarily.
2. Avoid touching your body parts unnecessarily.

3. Do not come in contact with a person who is visibly ill or seemingly have symptoms of coronavirus.
4. Avoid social gatherings.
5. Do not sneeze without covering your mouth.
6. Do not spit in public.
7. Avoid close contact with anyone with cold, cough or flu like symptoms.
8. DON'T travel if you have a fever. If you get sick on flight, tell crew immediately. When you get home, contact a health professional.
9. DON'T panic. Public health officials still say the risk of becoming infected with COVID-19 is low, but your risk level is likely to rise as the virus spreads across the country. Taking proper precautions -- wash your hands! -- And making preparations are the best things you can do.
10. DON'T touch your eyes, nose, and mouth. If you have somehow come into contact with the virus, touching your face can help it enter your body.
11. Don't shake hands or give hugs as greetings. Use an alternative greeting that maintains approx. 4 to 6 feet of distance.
12. Don't visit your older relatives or community members, as they are the highest risk group.



# ANNEXURE



## 14.1 Important Contact numbers

Latest important contact numbers of City and Ward level key officials and agencies including EOC, Ward Disaster Management Committee members, Ward Office, SMC, DC Office, Revenue Department, DM Cell, fire, irrigation & flood control, police, and other nodal authorities/ persons will be provided.

Source of Annexures: Shimla District Website, and Shimla MC Website

### 14.1.1 Contacts of Major Hospitals

Source of Annexures: Shimla District Website, and Shimla MC Website

#	Hospital	Address	Contact Details
1	IGMC Shimla	Indira Gandhi Medical College, Shimla – 171001	0177-2804251, 0177 2658339/ 2808011, (Fax), 2651854-59, 2803073, 2654713(EPBX), Principal-igmc-hp@gov.in; info@igmcshimla.org
2	Rippon Dean Dayal Upadhaya	Shimla GPO, Shimla, H.P. - 171001	0177-2658941 msdduripon@gmail.com
3	Kamla Nehru Hospital (KNH)	38, HN-22, Mall Road, Near Shiva Mandir, Shimla	0177-2625097
4	Sri Ram Hospital	18-D, Sector-1, New Shimla, Shimla, Himachal Pradesh 171009	0177-2671398
5	Sanitariums Hospital	Chaura Maidan Road, Chaura Maidan, Himachal Pradesh	0177-2811821
6	Tenzin Hospital	NH 22 & Bye Pass Rd, Panthaghati, Kasumpti, Shimla, Himachal Pradesh 171009	0177-2625663

### 14.1.2 Contacts of Shimla Distt. & Admin.

#	Designation	Phone	Email
1	Deputy Commissioner	0177-2655988	dc-shi-hp@nic.in
2	A.D.C Shimla	0177-2657003	adc-sml-hp@nic.in
3	ADM(L&O)	0177-2650005	admlo-sml-hp@nic.in
4	ADM(P)	0177-2653436	admp-shi-hp@nic.in
5	SDM Shimla (Urban)	0177-2657007	sdmshu-shi-hp@nic.in

6	SDM Shimla (Rural)	0177-2657009	sdmshr-shi-hp@nic.in
7	S.P. Shimla	0177-2656535	sp-shi-hp@nic.in
8	Addl. S.P.Shimla, Urban	0177-2803212	addlsp-shi-hp@nic
9	Addl. S.P.Shimla	0177-2652497	aspc-shi-hp@nic.in
10	S.P (City) Shimla	0177-2652123	dspc-shi-hp@nic.in
11	D.S.P (HQ) Shimla	0177-2652123	dsp-smlhq-hp@nic.in
12	Tehsildar Shimla Urban	0177-2807241	
13	Tehsildar Shimla Rural	0177-2813064	
14	Naib-Tehsildar, Shimla Urban	0177-2807241 (Exchange)	
15	Naib-Tehsildar, Shimla Rural	0177-2651202	

### 14.1.3 Contacts of Municipal Corporation

#	Name & Designation	Office Contact Number	Email id
1	Commissioner	0177-2812899	mcs-shimla@yahoo.com
2	Joint & Assistant Commissioner	0177-2652452	mcs-shi@gmail.com
3	Municipal Eng / XEN (Water supply)	0177-2650313	ee-ds@gmail.com
4	Executive Eng./XEN (R&B)	0177-2802771	
5	XEN-Project	0177-2650203	pd-smc@hp.nic.in
6	HEALTH OFFICER	0177 - 2802772	
7	Asstt. Comm. Office	0177-2656576	
8	Superintendent Engineer		
9	Project Director (JNNURM)	0177-2650203	

### 14.1.4 Contacts of Fire Dept. and Fire Services

#	Name & Designation	Office Contact Details	Email id
1	Chief Fire Officer	0177-2629945	
2	Div. Fire Officer	0177-2657087/ 0177-2652939	0177-2657087 (Fax) Divfire-shi-hp@gov.in
3	Station Fire Officer (Mall Road)	0177-2629945 0177-2658976	

## EMERGENCY SERVICES

#	Name and Designation	Telephone
1	Fire Station, The Mall Shimla	1,012,658,976
2	Fire Station, Chhota Shimla	2623269
3	Fire Station, Boileauganj	2830664
4	Ambulance	102, 108
5	Traffic Police	2651850
6	Police Control Room	2657430

#### 14.1.5 Contacts of Home Guard

#	Name & Designation	Office	Email id
1	Commandant, Homeguard, 2ndBn, 2Shimla	0177-2621467 (Telefax)	hg2bn-hp@nic.in
2	Commandant, Home Guard, 3rdBn, Shimla	0177-2651423 (Telefax)	hg3bn-hp@nic.in

#### 14.1.6 Contacts of NGOs / CBOs

#	Name and address of NGOs, CSOs	Contact nos. of person concerned
1	Grameen Vikas evam Manav Kalyan Samiti, New Totu	Jitender Verma, 9418136911
2	Healthy Himachal, Lower Totu	Shelly, 9418027207
3	Mahila Vikas Sansthan, Green View, Totu	Veena Sood, 9817096998
4	Ms. Sudesh, Nav Nirman Foundation, Kagnadhar, Phase III, Shimla	9418902202
5	DOERS	Ms.Anuradha Kalta Bhawan, Dyerton Estate, Beerkhana, Shimla 171006 Himachal Pradesh, Ph: 01772674939 /8091030405 Email: mail@doers.org.in
6	Umang Foundation	Address: C -208, 2nd Floor, Sector 3, New Shimla, Near Sector 3 Bus Stand, Shimla 171009 Phone: +911772672595 Email: ajaisri02@yahoo.co.in

#### 14.1.7 Contacts of Other Emergency Support Services

#	Name & Designation	Office	Email id
1	Sr. M.S (IGMC)	0177-2658845	srmsigmcshimla@gmail.com
2	Blood Bank (IGMC)	0177-2803073 2883440	bbigmc@gmail.com
3	CMO (DDU)	0177-2657225 (PA)	cmoshimla@gmail.com
4	Sr. M.S (DDU)	0177-2658941	msdduripon@gmail.com
5	Secretary, Red Cross Society, Shimla	0177-2629969 01772621868 (telefax)	hpstateredcross@gmail.com
6	Divisional Engineer, BSNL	0177-2655185	deodcsasml@gmail.com
7	Dy. M.S. IGMC Shimla	0177-2658936	
8	Coordinator NYKS	0177-2657178	nykshimla@gmail.com

#### 14.1.8 Contacts of CBDRM Trainers in the Ward

#	Name	Contact No (to be confirmed)
1	Sh Praveen Valiya	9817662164
2	Sh Vijay Bhaitya	9805447784
3	Ms Ritu Bhatiya	6418081427
4	Ms Rina Sharma	9862441276
5	Ms. Suman Khatri	
6	Ms. Sunita Rani	

#### 14.1.9 List of Anganwadi Centers and Workers

Ward wise List of Anganwadi Centres in ICDS Projects Shimla Urban					
#	Name of Ward	No of Ward	No of AWC	Name of AWC	Name of AWC Workers
1	Bharari	1	1	Bharari	Sapna
		1	2	Auckland	Anita
		1	3	Longwood	Vacant
2	Ruldu Bhatta	2	4	Grand Hotel	Reeta Verma
		2	5	KuftaDhar	Minakshi
		2	6	Ruldu Bhatta	Asha Sharma
		2	7	Sangri House	Satya
3	Kaithu	3	8	Upper Kaithu	Poonam Sood
		3	9	Chungi Khanna	Neha Kashyap
4	Annadale	4	10	Chomali Bank	Raksha Devi
		4	11	Police Line	Sonika Thakur
		4	12	Annadale	Prem Lata
5	Summerhill	5	13	Bhagog	Shashi Bala
		5	14	Andri	Shashi
		5	15	Summer Hill	Hardai
6	Tutu	6	16	Govindnagar	Arti
		6	17	Tutu	Seema Thakur
7	Majiath	7	18	New Tutu	Meena
8	Boileuganj	8	19	Boileauganj	Vacant
		8	20	Upper Chakkar	Rama
9	Kachi Ghati	9	21	Lower Chakkar	Santosh Verma
		9	22	Ghoda Chowki	Uma Devi
10	Tuti Kandi	10	23	Tuti kandi	Usha Mahajan
		10	24	R.T.O	Leave
		10	25	Bhag	Reeta

11	Nabha	11	26	Nabha	Gandho Devi
		11	27	Chaura Maidan	Kanta Thakur
12	Phagli	12	28	Phagli	Asha Kumari
		12	29	Ram Nagar	Rakhi Sharma
13	Krishna Nagar	13	30	Krishna Nagar	Bhabita
		13	31	Ladakhi Muhalla	Kamlesh
		13	32	Ghora Sarai	Leave
		13	33	Lal pani	Satvinder Kaur
14	Ram Bazar	14	34	Subzi Mandi	Kiran
		14	35	Ram bazar-I	Anju Chauhan
		14	36	Ram Bazar-II	Leave
15	Lower Bazar	15	37	Middle Bazar	Pooja
16	Jakhu	16	38	U.S. Club	Sunita
		16	39	Lower Jakhu	Chheema
		16	40	Kaustaufan	Madhu
17	Benmore	17	41	Housing Board Colony	Sita Devi
		17	42	Bemloe	Usha
18	Engine Ghar	18	43	Chotta Maszid	Sandeepna
		18	44	Bangala Colony	Anju
19	Sanjauli Chowk	19	45	North Oack	Dropti
		19	46	Dakshin Vihar	Kanta Devi
		19	47	Dhingu Dhar	Santoshi
		19	48	Cholanthi	Sunita
20	Dhalli	20	49	Dhalli-I	Nina Thakur
		20	50	Dhalli-II	Dhanshre
		20	51	Inder Nagar	Vandana
21	Mashobra	21	52	Mashobra	Sheetal
22	Shanti Bihar	22	53	Lower Cemetary	Pushpa
		22	54	Upper Cemetary	Neena Gupta
23	Bhattakufar	23	55	Bhattakufar	Pushpa Rohal
		23	56	Gahan	Sandhya
24	Sangti	24	57	Sangti	Poonam Kumari
		24	58	Nav Bhar	Sadhana
25	Malyana	25	59	Flower Dale	Minakshi
26	Panthaghatti	26	60	Panthaghati-I	Pooja
		26	61	Panthaghati-II	Ram Pyari

27	Kasumpati	27	62	Jivnu Colony	Ranjana Kashyap
		27	63	Kasumpti	Dimpal Sharma
		27	64	Basant Bihar	Leave
28	Chotta Shimla	28	65	Strawberry	Bayasa Devi
		28	66	Sadhna Ghati	Sunita
29	Vikas Nagar	29	67	Vikas Nagar-I	Parnita
		29	68	Vikas Nagar-II	Anu
		29	69	Anji	Shakuntla
		29	70	Dev Nagar	Usha Verma
		29	71	Shawag	Pushpa
30	Kangna Dhar	30	72	New Shimla-III	Sunita Sharma
31	Pateog	31	73	BCS	Rakhi Pintu
32	New Shimla	32	74	New Shimla-I	Yashodha Negi
		32	75	New Shimla-II	Anita
33	Khalini	33	76	Khalini	Sandhya
		33	77	Khalini-I	Promila
		33	78	Khalini-II	Lalita
		33	79	Bhagwati Nagar	Santosh
34	Kanlog	34	80	Talland	Kala Bhatiya
35	Cantonment Area	35	81	Jutogh Cant	Anjana Thakur
		35	82	Jutogh	Laxmi Devi

#### 14.1.10 List of Psycho- Social Trainers available in Shimla

#	Name of Trainer	Designation	Department / Organisation	Contact No.	Email Id
1	Sh. Vivek Sharma	Senior Consultant	HPSDMA	8851063017, 8629880160	dmsshimla@gmail.com
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## 14.2 List of Fire and Search & Rescue (S&R) Equipments

### 14.2.1 List of available S&R equipments with SMC

Source: Shimla Municipal Corporation (SMC)

#	Item Name	Quantity (in Nos.)
1	Electrical Drill	1
2	Shovel	80
3	Spade	1
4	Crow Bar	1
5	Basket	5
6	Pick Axe	1
7	Rope	50 Mtr
8	Bucket	4
9	Al. Ladder	1
10	Earth Mover (Robot)	2
11	Small Tipper Mazda	1
12	Four-wheel drive pick vehicles	3
13	Loader JCB Machine	2
14	Road Roller (Small)	3
15	Road Roller (Big)	1

### 14.2.2 List of available S&R equipments with Fire Station

Source: Fire Services Department

#	Name of Item / Articles	Qty.
1	DSU	1 No.
2	Crow Bar	3 No.
3	Collecting Breaching	2 No.
4	Collecting Head	2 No.



5	Reflector Jackets	6 No.
6	CO2 Extinguisher (4.5 Kg)	4 No.
7	Dividing Breaching	2 No.
8	Diffuser Branch	1 No.
9	DCP Extinguisher (2 Kg)	1 No.
10	Extension Ladder	1 No.
11	Fire Man Axe	7 No.
12	Fog Nozzle	2 No.
13	FB 5X Branch	1 No.
14	First Aid Box	1 No.
15	Female Adopter	1 No.
16	Foam Type Extinguisher	2 No.
17	RRL Hose	104 No.
18	Hydrant Key With Tomy Bar	2 No.
19	Hydrant Stand Pipe	3 No.
20	Hydrant Adopter	3No.
21	Hose Straps	10 No.
22	Hose Coupling	74 No.
23	Fire Beater	6 No.
24	Hose Binding Machine	1 No.
25	Helmet	8 No.
26	Large Axe	1 No.
27	Male Adopter	3 No.
28	Nozzles Different Sizes	9 No.
29	Nozzle Spanner	2 No.
30	Pick Axe	1 No.
31	Revolving Branch	2 No.
32	Short Branch	2 No.
33	Shovel	2 No.
34	Ropes & Lines	5 No.
35	Rope Ladder	3 No.
36	Water Filter	1 No.
37	Rubber Gloves	2 Pair
38	B.A. Set	1 No.
39	Foam Compound (AFFF)	160 Ltrs.
40	Stretcher	3 No.
41	Water Type Extinguisher	1 No.
42	HILTI- Breaker/Cutter/Grinder	

(a)	HILTI-TE 1000 AVR Breaker	1 No.
(b)	HILTI- Pointed Chisel TESP	1 No.
(c)	HILTI- Narrow Flat Chisel TESP FM 36	1 No.
(d)	HILTI-DCG-180P Angle Grinder 7"	1 No.
(e)	HILTI- Cutting Disc ACDD 180UP2.5MM Mattle	8 No.
(f)	HILTI-Diamond Cutting Disc DCD-180/22-2/GPXS	1 No.
43	Delivery Hose Washer	20 No.
44	Selection Flow Nozzle 63MM	1 No.
45	Resuscitation Apparatus	1 No.
46	Gas Cartridge	68 No.
47	Combi Tool	1 No.
48	Canvas Bucket	1 No.
49	Full Body Harness	1 No.
50	Hose Sling	5 No.
51	Water Mist & CAFS Fire Extinguisher	1 No.
52	Hydraulic Jack 7.5 Tone	1 No.

#	Name of Item / Articles	Qty.
1	Water Bouser HP-63-3942 Tool/Equipment:-	1 No.
2	Lenter Punch	1No.
3	Small Hammer	1No.
4	Foam Pickup Tube	1No.
5	Fire Pump Manual	1No.
6	Aluminum Ext. Ladder 10.5 mtrs.	1No.
7	Hose Clamps	25 Nos.
8	Hose Bandage	25 Nos.
9	Hose Sling	20 Nos.
10	Hose Straps	20 Nos.
11	Suction Hose 100mm	04 Nos.
12	Suction Wrench	1 Pair
13	Suction Collecting Head	1No.
14	Suction Strainer	1No.
15	Dividing Breaching	1No.
16	Collecting Breaching	1No.
17	Hydrant Stand Pipe one way	1No.
18	Female Coupling	02 Nos.
19	Hydrant Connection 1 mtr.	02 Nos.
20	Female coupling different type	02 Nos.

21	Combined Hydrant Key	1No.
22	Fog Nozzle With Applicator	1No.
23	L/Hand Control Branch	1No.
24	Branch Pipe Universal	1No.
25	Branch With Revolving Head	1No.
26	Branch Pipe (903)	04 Nos.
27	Female Suction Adaptor 100mm	02 Nos.
28	Female Adaptor 63mm	02 Nos.
29	Male Adaptor 63mm	02 Nos.
30	Foam Making Branch FB-10X	1No.
31	Foam Making Branch FB-5X	1No.
32	Lowering Line 50mm (40mtrs.)	1No.
33	Long Line 50mm (30mtrs.)	1No.
34	Short Line 50mm (15mtrs.)	1No.
35	Canvas Bucket	02 Nos.
36	First Aid Box	1No.
37	Rubber Gloves	1 Pair
38	Asbestos Gauntlet	1 Pair
39	Axe Large	1No.
40	Spade	1No.
41	Pick Axe	1No.
42	Crow Bar	1No.
43	Sledge Hammer	1No.
44	Carpenter Saw	1No.
45	Spanner Adjustable 30cm	1No.
46	Door Breaker	1No.
47	Hydraulic Jack	1No.
48	Fire Hook	1No.
49	Tool Box Iron	1No.
50	Grease Gun	1No.
51	Oil Feeder	1No.
52	Can Oil 2 Ltrs.	1No.
53	Funnel for oil	1No.
54	File Bastard 30cm	1No.
55	Portable Rechargeable Light	02 Nos.

#	Name of Item / Articles	Qty.
1	Foam and CO2 Tender HP-07C-2536:-	1 No.
2	Suction Hose 100mm	4 Nos.
3	Suction Strainer	1No.
4	Dividing Breaching with Control	1No.
5	Collecting Breaching	1No.
6	Suction Wrench	1 Pair
7	Combined Hydrant Key	2 Nos.
8	Torch 4 Cell	2 Nos.
9	Flame Proof Torch	2 Nos.
10	FB 5X	2 Nos.
11	Rope Karamental 16mm dia. 50 mtr.	1No.
12	Rope Karamental 12mm dia. 30 mtr.	1No.
13	Rope Karamental 14mm dia. 30 mtr.	1No.
14	Rope Karamental 10mm dia. 20 mtr.	1No.
15	Hose Bandage	04 Nos.
16	Rubber Gloves	4 Pair
17	Leather Gloves	2 Pair
18	Canvas Gloves	2 Pair
19	Axe Large	2 Nos.
20	Pick axe	1No.
21	Fire Man Axe	2 Nos.
22	Spade	1No.
23	Crow bar	2 Nos.
24	Spanner Adjustable	1No.
25	Hydraulic Jack With Rod	1No.
26	Oil Feeder	1No.
27	Sledge Hammer	1No.
28	Female to Female Adaptor	1No.
29	Tool kit	1 set
30	Belt Hook	1No.
31	Selectable Flow Nozzle	3 Nos.
32	Short Branch	1No.
33	Cap Hydrant Spindle	1No.
34	Cap Hydrant Spindle New Pattern	1No.
35	Bolt Cutter	1No.
36	Hook Ceiling	1No.
37	Knife Salvage	1No.

38	Tyre Lever	1No.
39	Plier Cutting	1No.
40	Plier Insulated.	1No.
41	Petrol Chain Saw with spare chain	1No.
42	Saw Carpenter	1No.
43	Shovel	1No.
44	Nozzle Spanner	1No.
45	B.A. Set	1 Set
46	Delivery Hoses 30 mtr.	10 Nos.
47	Stretcher(Two Fold)	2 Nos.
48	First Aid Box	1No.
49	Rubber Washers	50 Nos.
50	Extension Ladder 10.5 mtr	1No.
51	Adaptor Male to Male	1No.
52	Spark arrestor	1No.
53	Foam Pick up Tube	1No.
54	Rubber Matting	1No.
55	Additional Hose Reel	1No.
56	Shutter Hinges	2 Nos.
57	Pick Up Tube For Monitor	1No.
58	Tripod Stand for Search Light	1No.

### 14.3 Detailed Ward Map of Boileauganj



