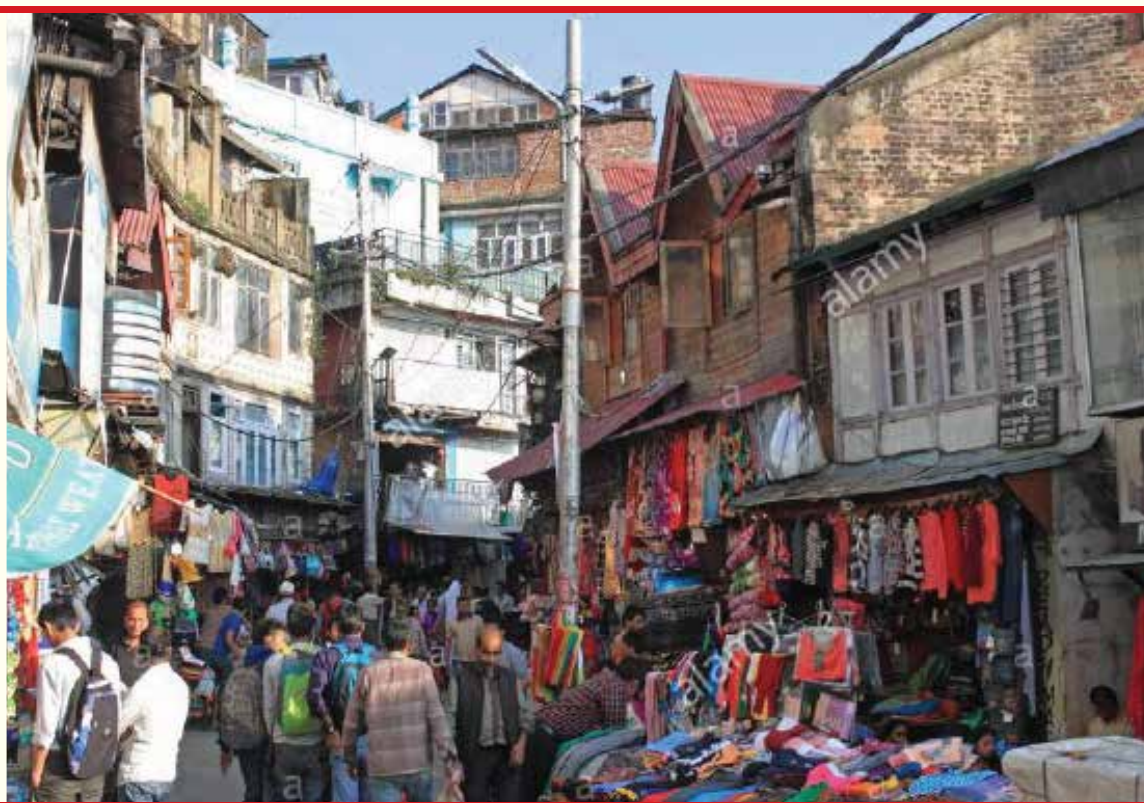


WARD DISASTER MANAGEMENT PLAN(WDMP)

KHALINI



Shimla Municipal Corporation



for **SHIMLA MUNICIPAL CORPORATION**

WARD DISASTER MANAGEMENT PLAN (WDMP) KHALINI

CONTENTS



INTRODUCTION

1.1 Overview of 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. It needs to be documented in a simple standard form of ward disaster management plan, so that it is handy and accessible to the local administration and concerned stakeholders.

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 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 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 upgradation 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 – Khalini

This section provides an overview of Khalini ward in terms of its geography, and topography (temperatures, rainfall, geographical area etc.), demography (population, economy, 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

Khalini ward came into existence in the year 2002. Earlier this ward was in Chhota Shimla. Boundaries of this ward adjoined to the Pateog, Kanlog, Chhota Shimla Wards. Khalini area is house to the Central Government Residential Colonies. The bungalows of the Military officials too are located in this area. The total area of Khalini ward is about 0.99 square kilometers. Khalini ward has one Residential Welfare Association, 2 Police Stations and 2 Police Outposts within its jurisdiction. Khalini Bazar, Khalini Chowk 1, Khalini Chowk 2, Forest colony, Jhanjhiri, Panchi Ahata, Marketing Board Area, Sundarban, CPRI colony, CPWD colony, Knollswood, Bhupender Bhawan area, Palland, Nitya Niketan, Harikunj Colony, Mist Chamber, BCS School, Bhagwati Nagar. Khalini Bazar, Upper Jhanjeri, Marketing Board area are the main mohallas of the ward.

Table 1.2.1

(Source: Shimla Risk Atlas, UNDP, 2016)

Parameters	Details
Ward Area (in sq. kms.) –	0.99 sq. kms
Administrative information–	
Name of Main Chowks/ Circles in Ward:	Upper Khalini Chowk (Chintpurni Sweet Shop) Khalini Chowk Lower
No. of Police Stations, Police Chowkees:	2 Police Stations and 2 Police Chowkees

No. of Resident Welfare Associations:	1 Surya Vihar Resident Welfare Association, Jayant Upadhyaya (Member), Ph: 9418033712
Name of Mohallas:	Khalini Bazar, Khalini Chowk 1, Khalini Chowk 2, Forest colony, Jhanjhiri, Panchi Ahata, Marketing Board Area, Sundarban, CPRI colony, CPWD colony, Knollswood, Bhupender Bhawan area, Palland, Nitya Niketan, Harikunj Colony, Mist Chamber, BCS School, Bhagwati Nagar, Khalini Bazar, Upper Jhanjeri, Marketing Board area,
Name of adjacent wards:	Pateog, Kanlog and Chhota Shimla

1.2.2 Geography and Topography

About 15 percent of the Khalini ward is covered by forest area (as per the Ward Councilor). New Shimla, Jangal Khalini and Chhota Shimla forest patches are prominent forest areas of the ward. The ward also has 2 water bodies namely Jhanjhiri and Panchhi Ahata near Knolls Wood are the main water bodies of Khalini ward.

Table 1.2.2

(Source: Ward Councillor)

Name of water bodies/water sources:	Jhanjhiri, Panchhi Ahata
Forest cover in the Ward:	BCS-New Shimla Forest, Jangal Khalini, Chhota Shimla
Any other important element:	Approx. 15% forest Cover

1.2.3 Demographic and socio economics

As per Census 2011, Khalini has 2414 households and a total population 8456 with 4931 male, 3525 female and 671 children in the 0-6 year age group. The density of population is 8541 per square kilometer. Majority of people are in service. Small business is the secondary occupation of the people in the ward.

Table 1.2.3

(Source: Census of India 2011)

Total household:	2414
Total population:	8456
Male:	4931
Female:	3525
KIDS 0-6 YRS	671
Population density:	8541 per sqkm

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 has 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, Khalini areas 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)

Ward Khalini has 1 PHC and one pediatric private clinic as well. All these medical facilities are managed by 8 Doctors and 17 para-medical staff and 6 ambulances. However, these facilities are without ICU facilities and ventilators restraining their emergency handling capabilities. Here people are largely dependent on 108 for the emergency medical services.

Table 1.2.5

(Source: Ward Councillor)

Area/Mohalla/ Cluster name:	No. of Dispensaries-	No. of medical officers: 1
Khalini	1. PHC-1	No. of nurses:-1 , compounders (medical/ paramedical staff):6 No. of available ambulances: No. of beds, ICU capacity: nil
	2. Pediatric Clinic: 1	No. of medical officers: 2 No. of nurses 4, compounders (medical/ paramedical staff): Total No. of medical stores in the Ward: 4

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 90% aprox. There are total 3 schools in the ward, including one Govt senior secondary school and the other two private schools in the ward. Apart from it, there are total four anganwadi centers. Further there are two educational centers as well. Here the total strength of students is aprox. 4200 and the total strength of staff is aprox 238.

Table 1.2.6

Literacy rate:	90 % aprox. (Government + Private entities)
No. of Secondary schools:	3 1. Government Senior Secondary School, Khalini, Ph:0177-2629695 2. Shimla Public School, Ph:2623855, 3. JCB Public School, Ph:2671744
No. of Anganwadis:	4 1. Khalini 2. Khalini I 3. Khalini II 4. Bhagwati Nagar (Detailed list of Anganwadis is at Annexure 14.1.9) Source: Social Justice and Empowerment Department) 2 1. Aspire Institute
No. of ITIs/ training centers/ technical institutes/ Coaching Centers	2. Serve Education Society
Total (Aprox.) Students Strength in all educational institutions:	4200 aprox.
Total (Aprox.) Staff Strength in all the educational institutions:	238 aprox.

1.2.7 Housing Pattern:

Khalini ward is a mixed ward. The available data of the ward shows a range of buildings from RCC structures to brick structures of varying strength. The percentage of RCC frame construction in the ward is aprox 50%, however percentage of brick construction is around 25% , hybrid construction is about 10% , wood construction is also 10% and further there is 5 % dhajji dewari construction in ward, which is quite rare in current context and recent times.

Table 1.2.7

(Source: HVRA Study, UNDP, 2016)

Housing pattern-	
Type of housing construction:	50 % RCC , 25 % brick, 10 % Hybrid, 10 %stone, 5 % Dhajji Dewari (Source: HVRA Study, TARU/UNDP)
Type of material used:	RCC, Brick, timber, hybrid for housing construction

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

In Khalini there are three small establishments one welding workshop and two furniture & allied workshops. Total manpower is 16. As per record, no major accidents have occurred and have been reported in the recent years in any industrial set up/ establishment nearby.

Table 1.2.8

(Source: Ward Councillor)

Total no. of industries/ MSME establishments	Nos.
a) No. of Micro, Small & Medium scale industries/small establishments:	3
b) Total manpower involved in these units:	16
Any major accident occurred in any of the industrial units/ MSME Establishments (Loss of life, casualties, financial loss)	No record of occurrence of any major accident in ward

1.2.9 Transport and communication network

Khalini ward is connected by two railway stations namely Shimla Railway Station and Tara Devi Railway Station. Bhagwati Nagar Bus Stand is the nearest bust stop of the Ward. Majority of households of the ward which is about 62.7 percent live in the interior side and have poor accessibility to motorable roads whereas only 37.3 percent households only are having access from motorable roads. Besides, narrow lanes and stiff slopes characterizes Khalini ward. Fire tenders, bus or truck cannot enter inside Khalini ward. BSNL, Idea Cellular, Airtel have a very good area network and Khalini has a good telephone network density covering most of the households. Internet connectivity in the ward is satisfactory.

Table 1.2.9

(Source: HVRA Study, UNDP TARU)

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	37.30%
c) % of households interior from road/ accessibility difficult in lanes	62.70%
2) Communication network	
i) No. of wireless stations in the Ward	Nil
ii) Remarks on availability of telephone, mobile services in Ward	Good
iii) Remarks on the availability of internet facility in the Ward	Good

1.2.10 Major historical, religious places, tourist spots

In the Ward there are 3 religious centres/temples which are frequently visited by people. Navratri, Shivratri and Krishna Janmashtmi are some of the major religious festivals people celebrate with spirit and religiosity.

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 and 1 Guru Dwara
List of the prominent tourist spots in the Ward:	Nil
Any specific occasion of mass gathering in ward:	Navratri Festival



HAZARD, VULNERABILITY, CAPACITY AND RISK ASSESSMENT (HVCRA)



Hazard, Vulnerability, Capacity & Risk Assessment (HVCRA) is the most important part of the plan as the entire planning process will be based on its outcome. 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. Risk analysis has been carried out in view of the existing hazards and potential vulnerabilities.

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 Hazard Assessment

There has been no major disaster in the history of Khalini. However, the ward is prone to various hazards such as earthquake, landslide, land sinking, hail storm, fire, public health risks/ diseases, road accidents, tree falling and traffic jam etc. The following table depicts the incidents of the past disaster/ calamities recorded in the last 10 years, with location, impact and observations.

Though Khalini has not witnessed any major disaster over last few decades, the future hazards risks of the ward cannot be ruled out.

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

Table 2.1.1 History of past disasters

(Source: Ward Councillor)

Type of hazard	Year of occurrence	Area affected	Impact on life	Livelihood	Observatory remarks
Road Accident	1 st July 2019	Khalini village	4 people killed including 3 school students	Not affected	Ward has not experienced any major disaster.

Table 2.1.2 Major applicable hazards

Khalini ward is because of it geography and topography is highly vulnerable to the following main hazards:

Eartquake	Entire ward is hazard prone
Hailstorm	Entire ward is hazard prone
Landslide	Madhuban, Marketing Board to Jhanjheri roadside, Bhagwati Nagar, Panchi Ahata
Fire	CPWD area, Khalini market, Knollswood colony, Navratan Rest House, Nitya Niketan
Epidemic, Pandemic	Entire ward
Utilities Failure	Entire ward may get affected due scarcity drinking water scarcity during summer and winter as pipes get frozen and burst out, power failure during hail storm
Building Collapse	Madhuban, Marketing Board to Jhanjheri road side, Bhagwati, Panchhi Ahata, Anand Nagar (Structures are not adequately planned, and are situated very close to each other)

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													Medium
Epidemic													Medium
Earth Quake													High
Road Accidents													High
Hail storm													Low
Tree falling													Medium
Fire													Medium
Building collapse													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. 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 categories:

- 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 to for various hazards. Examples are roads, bridges, hospitals, weak structures etc.
- 3) Social: Social factors such as caste, class, gender, family size and composition, along with cultural values and belief system are also known to increase the vulnerability of people to various hazards. These need to be targeted with a focus on social inclusion as part of community-based disaster response.
- 4) Economic: Economic factors such as poverty, employment, agriculture, horticulture, and other sources of livelihood constitute the economic side of hazard vulnerability. These factors often impact different groups differently and need to be addressed primarily in terms of business continuity and quick restoration of livelihoods in case of disasters.
- 5) Institutional: Institutional factors of vulnerability are mainly in the form of institutional structures and capacities to deal with any emergency situation which could affect the vulnerability of any place and population in their response to disasters. Some of the examples include lack of institutional support, absence of WDMC etc.

All these types of vulnerabilities are directly applicable in case of Khalini 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, with respect to specific locations and areas in the ward.

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
Jhanjheri, Lower Khalini, Madhuban, Marketing Board to Jhanjheri roadside, Bhagwati, Panchhi Ahata (Poor repair and maintenance of slopes and drainage systems on the roads and slopes Structures are highly vulnerable to landslide and land sinking	Loss of lives and injuries to population Residential, community buildings and offices	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, Lack of institution support
Madhuban, Marketing Board to Jhanjheri roadside, Bhagwati, Panchhi Ahata and Harikunj Colony area are highly vulnerable to earthquake	Because of land use; houses are constructed one above the other and lack of space. May face eminent collapse if there is a strong earthquake	Heavy Rainfall, Earthquake and land slide etc	Inadequate sanitation facility leading to cases of open defecation (HVRA Report TARU/ UNDP) Poor accessibility to hospitals Lack of social safety net and entitlements	loss of property, livelihoods and livelihood assets	Absence WDMC and lack of institution support

CPWD area, Khalini market, Knollswood colony, Navratan Rest House, Nitya Niketan and Anandnagar	Housing stocks are prone to fire as they are situated very close to each other.	Forests fire	Distance and accessibility of fire service	Loss of property, livelihoods and livelihood assets Loss of revenue due to disruption of service	No individual and institution support
Epidemic/ communicable diseases	Scarcity of water and poor water quality may lead to diahorrea, jaundice		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

2.3 Capacity Analysis

In case of Khalini 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 equipments is covered in Annexure 14.2	Govt.	Mr. B.S.Chauhan, Commandant. Home Guards & Civil Defence, 9816003564 Home Guard Office 0177.2658531
Open Ground	Govt Senior Secondary School Open Ground Open Parking near the Hanuman Mandir Mist Chamber Forest Ground			

Emergency Search lights	Available with the Comdt. Fire and Home Guards Office	6	Govt.	Comdt. Home Guard Office 9816003564
Location of Blood Banks, Hospitals in Shimla	IGMC SHIMLA	1	Govt.	0177-2657225 0177-2654713
Availability of equipments like Road roller, Earth Mover, JCB et.	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	Chhota Shimla 4 FIRE TENDERS Fire Control Room, Divisional Fire Officer (DFO), and Chief fire Officer,	4	GOVT	108(Emergency No), 0177-2658976, 0177-2623269, 2629945
List of PDS Shops	1.The Super Bazar, Green Park area	3	Govt.	2623714
	2. Narinder Mohan, D/H Bhagwati, Khalini,			98164-23361
	3.Shimla Cooperative, Khalini			98164-23361
Local key NGOs / CBOs	RWA, Khalini DOER, Kalta Bhawan, Dyerton Estate, Beerkhana, Khalini NAV CHETNA, Attri Niwas, Near R.K, Traders, Khalini Shimla-171002,	1	Private	Please refer all the NGOs details in Annex 14.1.6
	Nai Ashayen, New Narang House, Near KNH, Shimla Phone: +919418951050		Private	
Water Storage Tanker	Knollswood	1	Govt.	
Community Centers and identified Safe Buildings	Safe building yet to be identified in the ward			

List of registered volunteers	SMC and UNDP Trained volunteers on CBDRM	4	volunteers	PI refer details in Annex 14.1.8
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2.4 Risk Assessment

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.

A comprehensive risk assessment of Khalini ward was carried out based on primary and secondary data and consultations at the ward level with local stakeholders. This 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 the ward has been prepared accordingly.

The important issues came out from the interaction with Ward Councilor (Mr. Puran), and local residents, including the unauthorized parking improper drainage, unplanned development and lack of awareness in the ward. The highly vulnerable spots and safe areas were also identified.

Risks Assessment has been carried out in steps, starting with the preliminary analysis, followed by focused discussions and potential impact analysis, leading to the preparation of the risk profile of the ward.

As per the risk profiling done, Khalini ward is under the category of moderate to high risk. Hence, the plan prepared addresses all the identified risks by suggesting the required risk mitigation measures.

2.4.1 Local level consultations

At Khalini ward, the local level consultations were carried out and interactions held with the Ward Councillor 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, 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 Khalini ward especially have made habitat highly vulnerable against landslide and earthquake. The root causes of all the hazards and related risks were also discussed in detailed manner.

Khalini Ward Councillor suggested that prior permission is required to be taken on time from the concerned entity. And the Ward Committee/ local representatives should also be involved in the decision-making process for specific intervention at the local level.

During the interaction, it emerged that road accidents, largely due to lack of awareness about traffic rules and particularly toppling of vehicles on the slopes, are a major hazard, which can increase the possibility of traffic jam etc, besides the related damage and destruction. Hence, widening of the roads, wherever possible, is highly recommended. Similarly, the issue of landslide is a big challenge

in Khalini as the houses are very close to each other and use a lot of wood and other inflammable local materials. In this context, there is a 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 structures that exist in the ward.

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

(Source: Ward Councillor, and Ward Representatives)

Type of hazard	Vulnerable areas in the ward	Vulnerability	Potential Impact	Identified safer places
Earthquake,	Madhuban, Marketing Board to Jhanjheri roadside, Bhagwati, Panchhi Ahata areas	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	Nil
Landslide,	Jhanjheri, Lower Khalini, Madhuban, Marketing Board to Jhanjheri roadside, Bhagwati, Panchhi Ahata	Local population at risk, Houses on the slopes Poor social safety net Lack of appropriate institutional mechanism at the community level to address issues	Loss of livelihood, lives and houses Damage of water pipelines Overall damage in 1000 lacs. In worst case scenario	Nil
Urban Fire	CPWD area, Khalini market, Knollswood colony, Navratan Rest House, Nitya Niketan and Veer Khana	People working and residing in this area are at risk	Loss of lives and property	Nil

Epidemic	Entire ward	Lack of safe drinking water during summer and winter season Lack of sanitation in selected pockets of Khalini General Lack medical preparedness	General health and well being of public Loss of livelihood Estimation may not be possible	Nil
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2.4.3 Risk Profiling of Khalini Ward

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

However, at the local level, there are some resources available in terms of equipments/ machines and trained manpower, but an institutional coordination mechanism has yet to be developed 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.

The overall composite risk of Khalini ward lies between high to very high risk zone, on the basis of the potential hazards, existing vulnerabilities and available resources and local capacities of Khalini. Khalini 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 local ward level coordination will help making Khalini ward safe and disaster resilient.

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 Councilor 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 Khalini

In Khalini ward, the Ward level Disaster Management Committee has been recently proposed. Following are the structural details of proposed WDMC of Khalini Ward: -

Table 3.3

Source: Ward Councillor

Status of WDMC in Khalini	Under Notification process
Members of Ward level DMC, their name, along with current position in Ward DMC like Chairman, Secretary or Member etc	Ward Counsellor, Chairperson,
	Mr.Puran Mall, Counsilar, Nav Niketan Bhawan, Lower Khalini, Shimla-2, Ph: 9318593105
	JE MC Shimla, Member Secretary
	Police Inspector/Local Doctor, Member
	Volunteer from Civil Defense, Member
	Secretary RWA Sectors 1 & 2, Members
	2 social workers, 1 from NGO. Members
	Retiree from Govt. Department, Member
Review Meetings conducted so far	Formal meeting yet to be formed

3.4 Public Private Partnership (PPP)

Development activities involve both private and public enterprises. In order to mitigate disasters and create a better prepared society for disasters and other hazards, a strong public-private partnership based on coordination with people on the ground 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 and equipments, including local people need to work together, before, during and after disasters. 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 the right balance in terms of roles and responsibilities, between public and private entities.



INSTITUTIONAL ARRANGEMENTS FOR DISASTER MANAGEMENT



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 of risk identification and risk awareness would follow multi-stakeholder participation involving vulnerable communities, and ensure inter-departmental 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 Khalini Ward authority viz. WDMC:

1. The WDMC and the Khalini 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. This has to be

done through constant community engagement to ensure that 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 Khalini ward e.g. construction on 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, fire etc.
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 and skill development training in multi-hazard disaster response at the ward community level, WDMC can strengthen the resilience of the ward community.
8. WDMC needs 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 include: financial support; skill building; forming women cooperatives and promoting enterprises through micro finance.
10. WDMC could work with the city authority to develop an eco-system of 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 remain 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 Khalini 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 from Ward communities on PROBLEMS and PRIORITIES. As per the feedback of Ward communities, identified PRIORITIES 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 Khalini 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 of lives, assets and immediate livelihood measures incurred due to disasters. Whereas long term provisions include structural and non-structural measures such as the setting-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 Khalini WDMC can identify its priorities and interventions and 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 for safeguarding lives, protecting assets and efficiently utilizing 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 based on 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 Khalini, WDMC can take 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 assistive devices and technologies for the Persons with Disabilities (PwDs) in responding to disasters.

5.2 Formation of Task Force Teams at Ward Level:

The Ward Disaster Committee once functional needs 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 for 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 will be captured here.

Table 5.3

(Source: SMC)

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 IGMH Hospital and other pre-identified quarantine centers for epidemic.

5.5 Awareness generation and mobilization of resources

WDMC Khalini would work closely with the SMC relevant departments and devise an Information, Education and Communication (IEC) strategy for Khalini 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



6.1 Institutional and Community Capacity Building

Effective local disaster response and mitigation requires trained volunteers. Khalini 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 Khalini 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 Khalini.

6.2 Disaster Management Education

School and college students, NSS, NCC volunteers of the ward need 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 Khalini Ward.

6.3 Inventory of trained professionals and data management

Effective emergency response demands trained and committed local volunteers besides the responsible administration. Khalini 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 Khalini 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 miss- ing	People injured	Severity	Imme- diate needs	Houses Damaged	Action taken by any entity	
				H L					L M H	
4	Infrastructure Damage									
	Name of the Site (Ward, Circle)	Housing	Shops	Pvt. offices	Water source	Road and bridge	Power	Commu- nication	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 inventorized. 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

At the ward level, there is no identified evacuation shelter for safety of people against earthquake and landslide. The number of more designated temporary safe shelters by SMC/ concerned

agency, preferably with the provision of food, water, toilet and kitchen, at the time of any emergency situation would be helpful in providing immediate shelter and other basic needs to the affected community of the Khalini ward against big disasters. However the following open spaces have been identified as safe places.

Table 7.5

(Source: Ward Councillor)

#	Name and address of safe shelters/ Quarantine centers/Isolation centers designated at the Ward level
1	Govt Senior Secondary School Open Ground
2	Open Parking near the Hanuman Mandir
3	Mist Chamber Forest Ground

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 redress 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

#	Name and address of NGOs, CSOs	Contact nos. of person concerned
1	RWA, Khalini	9418033712
2	DOERS	9816678898, 01772622293
3	NAV CHETNA	9816917068
4	Nai Ashayen	9418951050

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 Chhota Shimla Fire Station is currently covering this area. In Shimla City there are following three fire stations at present:

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

The Divisional Fire Officer (DFO) Mr. J.C. Sharma is the overall In charge of fire services in Shimla. The Fire Station Chhota Shimla also covers the wards Sanjauli, Dhalli, New Shimla, Chhota Shimla, Khalini, New Shimla etc. 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 a number of 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 available in Annexure 14.1.10.

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 differently abled persons, 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, HelpAge 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 HelpAge 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 Khalini.

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.

MONITORING EVALUATION AND UPDATING OF PLAN



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 equipments 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 carpet.

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 committee 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.

13.7 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 aprox. 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 Important Contact numbers

#	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	sdmsmr-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 Deptt. 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	101,2658976
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 Guards

#	Name & Designation	Office Contact Details	Email id
1	Commandant, Homeguard, 2ndBn, 2 Shimla	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	RWA, Khalini	9418033712
2	DOER	9816678898, 01772622293
3	Nav Chetna	9816917068
4	Doers	Ms. Anuradha, 8091078898
5	CASA	Mr. Amit Kumar, 9418285052
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
7	Nav Nirman Foundation	Address: Vikramdeep Niwas, Near Women Police Station, BCS, Shimla Phone: +919418902202 Email: navnirmaFoundation1990@gmail.com
8	UDAAN Shimla	Address: Block 30 Set No. 1 Phase-3, New Shimla, Shimla - 171009 Phone: +911772672216, +919816119505
9	Nai Ashayen	Address: New Narang House, Near KNH, Shimla Phone: +919418951050 Email: vibhootispansure76@gmail.com
10	Martandank Social Welfare Society	Address: Shandil Niwas, Kasumpti, Distt. Shimla Phone: +919418189977 Email: martandak@gmail.com
11	Education Society for Information Technology ESIT	Address: Hari Sadan, Near Himfed Building, New Shimla Contact 9736237525 Email: infoesit@gmail.com
12	ROIDA	Balbir Singh, Gandhi Bhawan, Near Sanjay Gandhi School, New Shimla. 9218499949.

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 List of CBDRM Volunteers in the Ward

Under the Urban Resilience project of SMC, Ward volunteers have been trained in 'Community Based Disaster Risk Management'. Trained volunteers of Ruldu Bhatta ward are listed in the table below:

#	Name	Contact No
1	Sanjay Kumar	8094844820
2	Vidhya Devi	8894892353
3	Geeta Sharma	8988360507
4	Virat Nirwal	8094844820

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	Komli 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	Boileuganj	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 Contact list of Psychosocial Trainers

#	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 Search & Rescue 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.	Hose 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 Equipment	Qty.
1	Delivery Hose Coupling.	33 Pairs.
2	Delivery Hose Aluminum Coupling	30 Pairs.
3	Co2 Extinguisher 4.5 Kg.	05 No.
4	Co2 Cartridge 60 Gm.	25 No.
5	Co2 Cartridge 90 Gm.	05 No.
6	Extension Ladder Aluminum.	1 No Single Part
7	Double Female Adopter.	01 No.
8	Fire-man-axe.	06 No.
9	Foam Compound.	140 Ltrs
10	Delivery Hose.	59 No.
11	Helmet for Motor Cycle.	01 No.
12	Helmet Fiver.	06 No.
13	Non Skid Chain.	02 No.
14	Kerosene Oil Heater.	01 No.
15	Wooden Table in Office.	02 No.
16	Hose Binding Machine.	01 No.
17	Stand Pipe.	01 No.
18	Short Branch.	01 No.
19	Rechargeable Electrical Torch.	Nil
20	Hydrant Key with Bar.	01 No.
21	Delivery Hose Washer.	05 No.
22	Hose Shut up Machine.	01 No.
23	Water Stored Pressure type ext. 9 Ltr.	02 No.
24	Foam Stored Pressure type ext. 9 Ltr.	01 No.
25	D.C.P. Ext. 9 Ltr.	02 No.
26	Fire Bitter	02 No.
27	Full Body Harness Belt	01 No.
28	Stretcher.	03 No.
29	Resuscitator	01 No.
30	First Aid Box.	01 No.
31	Asbestos Gauntlets	01 Pair.

32	Oil Feeder.	01 No.
33	Grease Gun.	01 No.
34	Oil Can. 2o Ltrs	03 No.
35	Hose Sling	05 No.
36	Hose Strap	05 No.
37	Ammonia Asbestos(Aluminum Proximity) Suit	01 No.
38	Rope Ladder	01 No.
39	Hilti Pointed Chisel TE-SP-SN 36	02 No.
(ii)	Hilti 1000-Avr Breaker	01 No.
(iii)	Hilti DCG 180-P Angle Grinder 7"	01 No.
(iv)	Hilti Cutting Disk AC-D 180up2.5mm	08 No.
(v)	Hilti Cutting Disk (Diamond Concrete DC D 180/22.2/GP X 5	01 No.
(vi)	Hilti DCG 125-5 Angle Grinder-5	01 No.
(vii)	Hilti Cutting Disk Metal A-CD 125 up 2.5mm	12 No.
(viii)	Hilti Diamond Cutting Disk-DC-D 125/22.2 9 px 5@	02 No.
40	Mechanical Foam Extinguisher 9 Ltr cap	01 No.
41	Kernmantle Rope 50 mtrs	01 No.
42	Mechanical Foam Extinguisher	01 No.
43	Manila Rope 30 Kg/50Mtrss	02 No.
44	Nomex Fire Fighting Suit with Accessories EN-469	01 Set
45	Bench Cushion	04 No.
46	Distress Signal Unit	01 No.
47	Reflective Jacket	06 No
48	Water Tender HP63-3944 (With Accessories)	01 No.
49	Aluminum Extension 10.5 Mtrs	01 No.
50	Hose Clamp	04 No..
51	Hose Bandage	09 No.
52	Hose Sling	20 No.
53	Hose Strap	20 No.
54	Suction hose 100mmdia 2.5Lgth	04 No.
55	Collecting Head100mm	1 No
56	Suction Wrench	02 No.
57	Basket Strainer	01 No.
58	Dividing Breaching with Control	01 No..
59	Collecting Breaching with Control	01 No.
60	Hydrant Stand Pipe Oneway	01 No.
61	Double Female Coupling	02 No.
62	Hydrant Connection 63mm	02 Nos.

63	Combined Key for Hydrant	02 Nos.
64	Applicator	01 No.
65	Hand Controlled Branch 63mm dia	09 No.
66	Universal Branch	01 No.
67	Revolving Branch	01 No.
68	Branch Pipe(Short Branch)	04 No.
69	Nozzle of 12mm 16mm 32mm	02 Nos.
70	Double Female Suction Adopter 63mm	02 Nos.
71	Double Male Suction Adopter 63mm	02 Nos.
72	Nozzle Spanners	02 Nos.
73	Portable Rechargeable Light	01 No.
74	Handle Lamp	01 No.
75	Flame Proof Lamp	01 No.
76	B A Set Apparatus eith Tool Kit	01 Set.
77	D.C.P Type Extinguisher of 5 Kg Cap	01 No.
78	Mechanical Foam Extinguisher 9Ltr	01 No.
79	FB-5x with Pickup Tube	01 No.
80	Lowering Line 50mm	01 No.
81	40mm Circumference Teryline rope	01 No.
82	Long Line 50mm Circumference 30mtr	01 No.
83	Short Line 50mm Circumference 15mtr Long	01 No.
84	Canvas Bucket	01 No.
85	First Aid Box 10 Persons	01 No.
86	Rubber Gloves	01 No.
87	Asbestos Gauntlets	01 No.
88	Axe Large	01 No.
89	Spade (Shovel)	01 No.
90	Crow Bar	01 No.
91	Sledge Hamm 6.5 Kg	01 No.
92	Pick Axe	01 No.
93	Carpenter Saw 60mm Long	01 No.
94	Spanner Adjustable 30mm Long	01 No.
95	Door Breaker	01 No.
96	Hydraulic Jack 15 ton	01 No.
97	Fire Hook	01 No.
98	Grease Gun	02 No.
99	Aluminum Ext Ladder	01 No.
100	Ceiling Hook	02 No.

101	Suction Hose 63 mm	02 No.
102	Suction Hose 75 mm	01 No.
103	Suction Hose 100 mm	04 No.
104	Delivery Hose 15 Metter	12 No.
105	Delivery Hose 30 Metter	03 No.
106	Suction Hose 75 mm	02 No.
107	Starchier	01 No.
108	Rope Ladder	01 No.
109	Pump	01 No.
110	Basket Stunner	01 No.
111	Pickup Tube	02 No.
112	Chain Saw	01 No.
113	Low Pressure Applicator	01 No.
114	B.A. Set	01 No.
115	Co2	01 No.
116	Lowering Line 50mm 40mtr	01 No.
117	Caramantle Rope 15mtr	01 No.
118	Caramantle Rope 30mtr	01 No.
119	Nylon Rope 15mtr	01 No.
120	Stand Pipe with Two Way	01 No.
121	Spreader	01 No.
122	Long Line 50mm 30mrt	01 No.
123	Short Branch ½ inch	01 No.
124	Short Branch ¾ inch	01 Nos.
125	Universal Branch	01 No.
126	Fog Nozzle	01 No.
127	London Hand Control Branch	01 No.
128	Multi Purpose Branch	01 No.
129	Revolving Head Branch	01 No.
130	Female to Female Branch 63 mm	02 No.
131	Male to Male Branch 63 mm	02 No.
132	Hydrant Adopter 63 mm	01 No.
133	Suction Adopter 4 inch	02 No.
134	Mattel Stunner 4 inch	01 No.
135	Mattel Stunner 3 inch	01 No.
136	Dividing Branching Control	01 No.
137	Nozzle ½ inch ¾ inch 1 inch	03 No.
138	Spanner	01 No.

139	Foam Drum	03 No.
140	Stopper	01 No.
141	FB 5 x with Pickup Tube	01 No.
142	AFT	01 No.
143	Helmet	07 No.
144	First Aid Box	01 No.
145	Rubber Gloves	01 No.
146	Canvas Gloves	01 No.
147	Tool Box	01 No.
148	Hose Shut up Machine	01 No.
149	Hose bandage	04 No.
150	Door Breaker	01 No.
151	Hose Clamp	No.

14.1 Detailed Ward Map of Khalini

