

**WEST BENGAL STATE DISASTER
MANAGEMENT POLICY
&
FRAME WORK**



**DEPARTMENT OF DISASTER
MANAGEMENT
GOVERNMENT OF WEST BENGAL**

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Overview

Need for a Policy

The State of West Bengal ("the State") is vulnerable to natural calamities like flood, cyclone, hail storm, thunder squall, drought, landslide, erosion and sometimes to earthquakes because of its geo-morphological, climatic and seismic conditions. Floods and Cyclonic storms occur almost every year in different parts of the State and inflict huge loss of life and property causing untold hardships and trauma in the lives of the people. These natural disasters strike at the very root of the economic growth of the state. The Govt. of West Bengal ("GoWB") recognizes the need to have a Disaster Management Policy with proactive, comprehensive, and sustained approach to disaster management to reduce the detrimental effects of disasters on overall socio-economic development of the state. GoWB believes that Disaster Management is a holistic approach which is inclusive of all the activities before, during and after disaster.

Aim

The aim of the West Bengal State Disaster Management Policy is to establish necessary systems, structures, programs, resources, capabilities and guiding principles for reducing disaster risks and preparing for and responding to disasters and threats of disasters in the State of West Bengal in order to save lives and property, avoid disruption of economic activity and damage to environment and to ensure the continuity and sustainability of development.

Objectives

- To assess the risks and vulnerabilities associated with various disasters;
- To develop appropriate disaster prevention and mitigation strategies;
- To provide clarity on roles and responsibilities for all stakeholders concerned with disaster management so that disasters can be managed more effectively.
- To develop and maintain arrangements for accessing resources, equipment, supplies and funding in preparation for disasters that might occur.
- To ensure that arrangements are in place to mobilize the resources and capability for relief, rehabilitation, reconstruction and recovery from disasters;
- To create awareness and preparedness and provide advice and training to the agencies involved in disaster management and to the community;
- To strengthen the capacities of the community and establish and maintain effective systems for responding to disasters;
- To ensure co-ordination with agencies related to disaster management in other Indian States and those at the national and international level;
- To ensure relief assistance to the affected without any discrimination of caste, creed, community or sex;
- To establish and maintain a proactive programme of risk reduction, this programme being implemented through existing sectoral development programmes and being part of the overall development process in the state;

- To develop and implement programmes for risk sharing and risk transfer for all types of disasters;
- To address gender issues in disaster management with special thrust on empowerment of women towards long term disaster mitigation;
- To develop disaster management as distinct management discipline and creation of a systematic and streamlined disaster management cadre.

Key elements of the West Bengal State Disaster Management Policy.

- GoWB will have the prerogative to define the occurrence of a disaster and define the boundaries of the disaster-affected site by issuing a "disaster declaration". The declaration can be made on the recommendation of State Relief Commissioner (SRC) or District Magistrate (DM).
- GoWB views disaster management as a long-term process that involves the creation of disaster management and mitigation capacity in the State, in addition to developing systems and processes designed to provide relief and rehabilitation.
- The formation of State Disaster Management Authority under the Chairmanship of Hon'ble Chief Minister and District Disaster Management Authority both at the State and District level serves effectively the purpose of overall supervision and management of Natural Calamities in the State, to mitigate the sufferings of the distressed people and to formulate advance planning for their prevention, precaution and post-disaster restoration.
- The Disaster Management Department as the Nodal Department for management of natural disasters and the District Magistrates alongwith relevant Govt. Departments will be responsible for implementing emergency relief measures and rehabilitation after a disaster. State Executive Committee under the State Disaster Management Authority will facilitate, co-ordinate and monitor the activities related to disaster management at this phase.
- State Relief Commissioner and District Magistrates will be provided special powers to deal with emergency situations created by disasters. When a disaster impacts an area covering several towns and cities within a district, the Government personnel and their facilities shall be placed under the operational control of the respective District Magistrate for the duration of the emergency. Government Departments will simplify procedures to mobilize resources in these emergency situations
- Development planning will incorporate disaster management principles as an integral part of the overall planning process.
- GoWB will look at all aspects of risk sharing and risk transfer to ensure that the costs associated with managing disasters are distributed across a wider population.
- Links will be established between the nodal agency, Department of Disaster Management, Government Departments, local authorities, NGOs, research agencies, public sector, private sector, community groups and other stakeholders to share knowledge, establish coordination mechanisms and augment capacity of all the stakeholders,
- A mechanism of continuous feedback shall be instituted so that learnings can be translated into more effective relief, rehabilitation and reconstruction efforts and the process of capacity creation and relief, rehabilitation and reconstruction feed into each other.

- Self-reliance shall be developed by promoting and encouraging the spirit of self-help and mutual assistance among local authorities and constituents
- All Blocks and Districts of the State will develop and maintain documented plans of their disaster management functions and activities.
- To ensure that all responsible agencies, their staff and the public are familiar with policy, plans and procedures related to disaster management, periodic exercises and drills shall be conducted at all levels, with specific emphasis at the district and local levels.

Key responsibilities

- Responsibility for the declaration of a disaster at any level in the State rests with State Government. The declaration can be made on the recommendation of the State Relief Commissioner (SRC) or a District Magistrate (DM).
- Responsibility for initiation and execution of emergency relief measures and rehabilitation in times of disasters rests with Department of Disaster Management, in conjunction with other relevant Government Departments. The Department of Disaster Management shall act through its functionaries at the State level (State Relief Commissioner) and the district level (District Magistrate)
- Overall responsibility for facilitation, coordination and monitoring of the development and implementation of reconstruction and rehabilitation activity following disasters rests with State Disaster Management Authority, utilizing the resources and expertise of relevant Government Departments, district administration, local authorities, non-governmental organizations (NGO), the public sector, the private sector, international development agencies, donors and the community.

1. Introduction

1.1 The State of West Bengal ("the State") is vulnerable to natural calamities like flood, cyclone, hail storm, thunder squall, drought, landslide, erosion and sometimes earthquakes because of its geo-morphological, climatic and seismic conditions. Floods and cyclonic storms occur almost every year in different parts of the State and inflict huge loss of life and property causing untold hardships and trauma in the lives of the people. These natural disasters strike at the very root of the economic growth of the State . The Govt. of West Bengal ("GoWB") recognizes the need to have a Disaster Management Policy with proactive, comprehensive, and sustained approach to disaster management to reduce the detrimental effects of disasters on overall socio-economic development of the state. GoWB believes that Disaster Management is a holistic approach which is inclusive of all the activities before, during and after disaster .

1.2 The Government of West Bengal has envisaged the development of a holistic approach designed to manage disasters on a more proactive basis. The approach involves formulating a comprehensive policy on all phases of disaster management and addresses the entire gamut of disasters arising from natural (droughts, floods, earthquakes, cyclones, fire, hail storm, landslide, etc) and man-made (oil spills, forest fires, chemical catastrophes, etc.) causes. This policy takes full cognizance of other related policies and initiatives at both the national and State level. In particular, this policy is intended to be consistent with disaster management policy at the national level.

1.3 GoWB acknowledges its responsibility to proactively manage disasters. Hence, this policy document articulates GoWB's vision and strategy for managing disasters proactively, systematically and in a sustainable manner. The document also provides guidelines to various entities involved in disaster management in the State for discharging their responsibilities more effectively.

2. Principles of Disaster Management

2.1 Principles of West Bengal State Disaster Management Policy (WBSDMP)

Disaster management is not a separate sector or discipline but an approach for solving problems relating to disasters impacting upon any sector-agricultural, industrial, environmental, social, etc. Ultimately, disaster management is the responsibility of all sectors, all organizations and all agencies that may be potentially affected by a disaster. Utilising existing resources ensures efficiency in resource utilization and lower costs.

With this background in mind, GoWB has outlined a set of key principles that will guide the development and implementation of the Disaster Management policy in West Bengal. These principles are designed to provide guidance during all phases of disaster management and are consistent with internationally accepted best practices.

2.1.1 Integrating disaster management into development planning

Disaster prevention and preparedness should be an integral part of every development policy. Therefore, the State's development strategy shall explicitly address disaster management as an integral part of medium and long-term planning, especially for disaster prone districts in the state.

2.1.2 Multi-hazard approach to disasters

The GoWB recognizes that disasters can either be man-made, natural or even arising out of technological causes. A robust Disaster Management policy must therefore provide, plan and prepare for all types of hazards and disasters that may be reasonably expected to occur in a region.

2.1.3 Sustainable and continuous approach

One of the objectives of sustainable development is to increase the inherent strength of all agencies, including the community to deal with disaster situations. Achieving this objective requires sustained initiatives encompassing social, economic and infrastructure issues. Further, once capacity is built up, it must be sustained and this would be an ongoing and continuous activity. The Government of West Bengal aims to improve on a continuous and sustainable basis, the infrastructure and processes for relief, rehabilitation and reconstruction and institutionalize capacity building at all levels within the State in order to be able to mitigate the impact of disasters.

2.1.4 Leverage for existing Government machinery.

The GoWB shall strive to ensure that the long-term approach to disaster management utilizes the existing administrative machinery of the State Government of West Bengal at all levels within the State in order to undertake communication, capacity creation, relief, rehabilitation and reconstruction, information collection and dissemination and sharing of disaster management best practices. All Government Departments, local self-governments and agencies are encouraged to utilize all available resources within their respective areas for disaster management before seeking assistance from entities in other areas or higher authorities.

2.1.5 Effective inter-agency co-operation and co-ordination

Successful disaster response requires a quick and organized response. The active participation of affected communities, NGOs, private sector and various Government Departments like Fire and Emergency Services, Home(Police), Health & family Welfare, etc. is thus critical to any response activity. Therefore, the DM policy in West Bengal shall focus on establishing response mechanisms that are quick, co-ordinated and participative.

2.1.6 Capacity building

Managing disasters using only a handful of stakeholders would be inefficient. The Government of West Bengal, therefore, recognizes that the Disaster Management policy will need to strengthen the resilience and capacity of NGOs, private sector and the local community to cope with disasters while simultaneously building the capacity of the Government machinery to manage disasters. Effective disaster management requires that the especially vulnerable groups of the community like women, old people, landless labour, etc. be fully aware of the extent of their vulnerability to disasters for reducing its impact, prior to its actual occurrence. Further, NGOs, private sector and the community must understand and be familiar with Disaster Management principles and practices, what their own responsibilities are, how they can help prevent disasters, how they must react during a disaster and what they can do to support themselves and relief workers, when necessary. Training is an integral component of capacity building. Development of Disaster Management as a distinct managerial discipline will be taken up to create a systematic and streamlined disaster management cadre. Gender issues in disaster management will be addressed and the empowerment of women towards long term disaster mitigation will be focused upon.

2.1.7 Autonomy and equity

Disasters are catastrophic events whose impact is felt across socio-economic boundaries. Consequently, any Disaster Management effort should be neutral and non-discriminatory. To that extent, it is necessary that the Disaster Management institutions possess the autonomy to make decisions in a fair, scientific and systematic manner. Disaster assistance and relief must also be provided in an equitable and consistent manner without regard to economic or social status of beneficiaries. Relief assistance must be provided without any discrimination of caste, creed, religion, community or sex.

2.1.8 Accommodating aspirations of people

The objective of any effort relating to disaster management is to benefit the community. People are central to the decision-making process for disaster management and their priorities should be reflected in the programmes undertaken.

2.1.9 Accommodating local conditions

Disaster Management efforts should be sensitive to local customs, beliefs, and practices and be adapted to local conditions. In addition, changes in the community and evolving social and economic relationships must be borne in mind to avoid confrontation and bottlenecks. This will ensure participation of the local community and foster a culture of joint responsibility for disaster management at all levels.

2.1.10 Financial sustainability

GoWB is committed to allocating funds in the long term to ensure the sustainability of disaster management effort. One of the key elements in ensuring the long-term sustenance and permanency of the organization is the manner in which funds would be generated and deployed on an ongoing basis. This is necessary in view of GoWB's focus on disaster mitigation.

2.1.11 Cost sharing and cost recovery

The GoWB encourages citizens and Government agencies to proactively enhance their capacity to deal with disasters. It is not possible for the GoWB to bear all the costs of disasters on a sustainable basis, or provide rehabilitation on a long-term basis. The long-term approach is to move towards spreading the risks through various risk transfer mechanisms and incentivising individuals and other entities to protect their interests through insurance. However, in doing so, GoWB would seek to protect the interests of poorer sections of the society through appropriate mechanisms.

2.1.11 Develop, share and disseminate knowledge

No single organization can claim to possess all the capabilities required to provide effective disaster management. The disaster management entities within West Bengal will typically network with a number of other entities to augment their capabilities. Basic concepts related to disaster management and the role of the community therein shall be included in the curriculum of schools. This shall serve to sensitise people to the participative approach needed for effective disaster management information and knowledge embracing all facets of disaster-from mitigation to amelioration-shall be infused in schools, colleges and teacher's training syllabi.

3 West Bengal State Disaster Management Policy-

Approach and Strategy

The West Bengal State Disaster Management Policy considers the understanding of hazards and disasters, their behavior, and the risks they pose to the community as fundamental to achieving successful disaster management. Thus, the strategy for implementing the WBSDMP emphasises an integrated approach to disaster management, covering the following phases of managing disasters as essential components of any disaster management programme:

- Pre-disaster Phase
- Disaster/ Impact Phase
- Post-disaster Phase

In order to carry out the prescribed activities contained within this policy, the GoWB has defined a framework of operation for a set of agencies that play a key role in disaster management. The WBSDMP envisages a Disaster Management framework where the following entities play significant roles :

- West Bengal State Disaster Management Authority (WBSDMA);
- State Executive Committee;
- State Relief Commissioner through office of Deptt. of Disaster Management;
- Governments Departments ;
- District Disaster Management Authority;
- District Administration, headed by the District Magistrate ;
- Local Authorities, including Municipal Corporation, Zilla Parishad, Panchayat Samity, Gram Panchayat, Gram Sansad;
- Voluntary agencies, including NGOs;
- Public sector ;
- Private sector,
- Community.

The implementation framework is based on the premise that disaster management is not a separate sector or discipline but an approach to solving problems that facilitates disaster management, harnessing the skills and resources across stakeholders. Therefore, a key element of the policy framework is to leverage the resources and capability of existing entities and build new capabilities, wherever necessary. While for most activities, the implementation agencies remain the local authorities and Government functionaries, at the state level, WBSDMA provides the overall direction and guidance that keeps the focus various entities on disaster management.

Approach and strategy for Implementation

3.1 Phase I : Pre-Disaster Phase – Prevention, Mitigation & Preparedness

The pre-disaster phase includes prevention, mitigation, and preparedness activities. These activities involve extensive data collection, maintaining directories of resources in India Disaster Resource Network (IDRN) portal, developing Risk Management action plans, capacity building, training and community awareness activities, among others. Government Departments, district administration, local authorities and other relevant agencies will develop plan for prevention and mitigation of disasters and will build capacity and ensure preparedness in the event of a disaster actually taking place. The private sector, NGOs and the community would actively co-operate with the relevant agencies and would participate in training and other activities, conducted to augment their disaster management capabilities. The capabilities developed in this phase will play a critical role in all subsequent phases.

3.1.1 Key Activities in Pre-Disaster Phase

The following are the primary activities that will be carried out in this phase:

- **Planned development** : There is a significant relationship in the way disasters and development affect each other. A long-term disaster management approach requires that planning activities for development should include robust mitigation practices. GoWB would ensure that the planning activities of the State administration and local authorities take into account disaster risks and provide for suitable preventive and mitigation measures.
- **Development of policies and guidelines** : Effective disaster management requires the formulation of clear guidelines and subsequent compliance by all Government authorities, private sector entities and the public at large. GoWB would develop appropriate guidelines that would include :
 - Civil/architectural/structural/land use planning specifications;
 - Other guidelines specific to disaster type, like quarantine (epidemic), cropping patterns (flood), evacuation (flood/cyclone) etc.
- **Establishing a proper chain of command** : It is imperative that a clear chain of command is established for effectively managing activities that immediately follow a disaster. The GoWB will establish a clear chain of command with Deptt. of Disaster Management, the nodal agency for disaster management activities and coordination mechanisms across all entities responsible for implementation in the State.
- **Risk assessment** : Before commencing preventive and preparedness activities, it is important to identify and assess different types of risks for the State or parts of the State. Relevant Departments would co-ordinate with the Deptt. of Disaster Management for a thorough assessment of :
 - Hazards : Classification of the region into zones based on hazard potential; and
 - Vulnerability: Assessment of degree of vulnerability of any given structure/ people/region to the impact of the hazard.

The assessment will be used for developing detailed contingency plans and mitigation measure.

- **Develop disaster management plans** : Detailed disaster management plans that are tailored to local needs would enable the relevant authorities and the community to respond systematically and effectively to disasters. The guidelines for such plans will be prepared by stakeholders like Government Departments, district administration, local authorities and expert agencies, etc. which will be constantly reviewed and updated. Existing procedure manuals viz. Relief Manual and Flood Memorandum etc. would be reviewed and updated by the relevant government Department. Relevant Government Departments will prepare, and constantly update, a master contingency plan for the State based on the local plans. All District Magistrates shall, in advance, designate evacuation areas for use in emergencies and define plans for providing essential services to those areas, when in use.
- **Develop repositories of information** : It is critical that the relevant authorities should be in a position to quickly establish contact with people and resources in the aftermath of a disaster. Department of Disaster Management and relevant Government Departments will ensure that a comprehensive repository of information such as names, contact details, etc. is created, maintained and made easily accessible to the relevant authorities at all times.
- **Establish communication and technology networks** : A robust State-wide information network is critical not only for managing disasters but also for effective functioning of the State Government. Hence, the GoWB will ensure that a comprehensive information network is available. This network must enable timely collection of hazard-related information and rapid dissemination of relevant information and warnings.
- **Developing early warning mechanisms** : Early warning mechanisms help the relevant authorities in taking timely preventive measures and thereby, reduce the damage caused by disasters. Wherever possible, the relevant authorities, in conjunction with Government Departments, shall set up early warning mechanisms to give advance warning for hazards like cyclones, floods etc. This shall include the setting up of Regional Response Centres, if necessary, for providing key early warning information and preparing for a response. In the event of occurrence of disaster, Department of Disaster Management shall ensure that these mechanisms are aligned with the overall disaster management plan for the state.
- **Establish flexible procedures** : Emergency situations may warrant simplified procedures for decisions relating to evacuation, procurement of essentials, deployment of resources and such other activities. The relevant Government Department shall accordingly define flexible procedures for emergency situations.
- **Building capabilities & expertise** : It is necessary to build strong capabilities and expertise for handling various aspects of disasters. The Department of Disaster Management shall network with a number of entities such as disaster management agencies, research institutions, disaster management specialists, NGOs, community groups, Line Departments, local self-governments and other stakeholders to

augment the capabilities of all relevant entities. In addition, GoWB would set up an institute dedicated to conducting research, development and training activities related to disaster management in the State. This institute would aid in the sharing and dissemination of specialized knowledge related to disaster management among various implementation agencies, NGOs, private sector and the community in the State. This institute will develop disaster management as a distinct management discipline for streamlined disaster management cadre.

- **Capacity building** : The capacity of a community to withstand disasters will be augmented by:
 - raising awareness of the risks associated with disasters;
 - understanding of appropriate responses to disasters;
 - possessing the capacity to respond (through training, research, availability of resources, skilled cadres).
 - setting up emergency response mechanisms that mobilize and deploy these trained resources in a quick, efficient and systematic manner.

Hence West Bengal State Disaster Management Authority (WBSDMA) and the relevant authorities shall ensure that the required awareness, resources and training are provided to the community. The community will also be urged to develop self-reliance by promoting and encouraging the spirit of self-help and mutual assistance. WBSDMA shall support these initiatives by providing necessary resources and expertise from time to time. Also, basic concepts related to disaster management and the role of the community therein shall be included in the curriculum of schools. This shall serve to sensitise people to the participative approach needed for an effective disaster management. WBSDMA and the relevant Government Departments shall ensure that personnel in specialised areas (medical care, search & rescue, etc.) are adequately trained and available for deployment in emergency situations. Disaster management capacity building will have special thrust on empowering women towards long-term disaster mitigation.

- **Health and medical care** : Health and medical care is one of the most critical and immediate response component in any disaster response situation. The capacity for providing medical assistance in disaster situation including the emergency response quality will be developed through trained personnel and appropriate infrastructure.

- **Knowledge management** : The experience from previous disaster situations can provide valuable insights in managing disasters. It is vital that these learnings be captured in a systematic manner and utilized through knowledge management systems, feedback mechanism etc. WBSDMA and relevant authorities shall develop systems and process that enable knowledge management by capturing, storing and effectively utilising information related to previous experience in disaster management. Information and knowledge embracing all facets of disasters from prevention to amelioration shall be disseminated in schools and colleges.

- **Funds generation** : Disasters can cause extensive strain on financial resources because of relief, reconstruction and rehabilitation activities. In addition, activities relating to mitigation of and preparedness for disaster situations require funds. GoWB intends to have a budgetary allocation for disaster management. Further, funds would be made available through the

Calamity Relief Fund. In addition, GoWB, would also identify alternative sources of fund for activities related to disaster management in the State.

• **Identifying avenues for risk sharing and transfer** : Risk sharing or risk transfer is a means of transferring a part of the disaster risk to third party, which is willing to indemnify the beneficiary against the disaster for a specified premium. GoWB would explore innovative means of sharing the costs associated with disasters through risk sharing, risk transfer and other measures since this would alleviate the burden on the State exchequer. This could be done through tax surcharge levies, imposition of local taxes, beneficiary funding, disaster insurance, micro finance and loans, bonds, tax saving schemes linked to disaster relief-investments etc.

3.1.2 Pre-disaster Phase-Roles of relevant agencies.

(1) West Bengal State Disaster Management Authority

The Authority would

- Incorporate disaster reduction, prevention and mitigation in socio-economic development planning;
- Give recognition to and ensure that district administration and local authorities are able to enforce safety standards and rules, and strengthen their institutional capacity to deal with disasters and implement disaster management plans;
- Facilitate in establishment of an enabling legislative and financial framework for disaster management, with due attention to the role of the different tiers of Government, the private sector and individuals;

(2) State Executive Committee

The Committee in close co ordination and assistance of relevant Govt. Deptt. would

- Develop risk assessment programme and emergency plans that focus on disaster preparedness and mitigation;
- Streamline the development, implementation and maintenance of contingency plans, and ensure that lifeline support system are in place or enhanced.

(3) Department of Disaster Management

The Department would

- Develop, maintain and update the State Disaster Management Plan;
- Establish an effective disaster management structure that can compile, implement and monitor plans as per the State policy;
- Enhance the existing capacity to limit damage by improving surveillance and early warning systems;
- Develop and implement educational and information programmes to raise public awareness with special emphasis on risk reduction and preparation;
- Work continuously in disaster risk reduction in various fields with fund from national and international sources;
- Stimulate the active involvement of the community, local groups, women and disabled people in disaster management programmes with

a view to facilitating the capacity of the community to deal with disasters;

(4) Government Departments

Government Departments must ensure adequate assistance to Department of Disaster Management, the district administration and local authorities for activities in this phase. These Departments should ensure their active co-operation in setting up communication centers, drawing up contingency plans, assisting in capacity building, developing plans, gathering data, and identifying and training appropriate personnel, under the overall supervision of WBSDMA. The Department of Civil Defence will prepare their own plan as per Rules of Business in respect of rescue operation, cluster approach to minimise response time, training and disaster preparedness (CBDP & capacity building).

(5) District Magistrates

The District Magistrate plays a coordinating role at the district level to ensure that the various Government functionaries in the district effectively carry out the Disaster Management activities in this phase working in close co-operation with Government Departments and local bodies. The role of District Magistrates in this phase includes:

- Ensuring that prevention, mitigation and preparedness activities are carried out in accordance with the appropriate guidelines issued by the WBSDMA;
 - Ensuring that relevant officials in the district possess the knowledge to deal with disaster management issues;
 - Developing an appropriate Disaster Management implementation strategy for the district, taking into account the unique circumstances of the district and prevailing gaps in institutional capacity and resources of the district;
 - Facilitating and coordinating with local self-government bodies to ensure that pre-disaster Disaster Management activities in the district are carried out optimally;
 - Facilitating community training, awareness programmes and the installation of emergency facilities with the support of local administration, NGOS, and the private sector, in consultation with different departments;
 - Establishing adequate inter-department coordination on issues related to Disaster Management;
 - Reviewing emergency plans and guidelines;
 - Involving the community in the planning and development process;
 - Ensuring that local authorities, including Municipal Corporations, Gram Panchayats etc. in the district are involved in developing their own mitigation strategies;
 - Ensuring appropriate linkage between Disaster Management activities and planning activities;
 - Revising/reassessing crisis management plans related to Disaster Management;

- Ensuring that proper communications systems are in place and contingency plans maximize the involvement of local agencies;
- Ensuring that Disaster Management- related equipments, especially fire-fighting equipments are well-maintained and kept ready to use.

(6) Local Authorities

Local authorities should work in close co-ordination with and provide all assistance to relevant Government Departments, under the overall guidance of the District Magistrates or State Relief Commissioner. They should ensure that staff is adequately trained and all necessary resources are in a ready-to-use state. They would also be responsible for ensuring compliance to all specifications, as may be stipulated by Government Departments, for structures under their jurisdiction.

(7) Private Sector

The private sector should ensure their active participation in the pre-disaster activities in alignment with the overall plan developed at the State or District Level by the Department of Disaster Management or the District Magistrates. They should also adhere to the relevant building codes and other specifications, as may be stipulated by the State Government through relevant local authorities.

(8) Community Groups and Voluntary agencies

Local community groups and voluntary agencies including NGOs should actively assist in prevention and mitigation activities under the overall direction and supervision of the State Relief Commissioner or the District Magistrates. They should actively participate in all training activities as may be organized and should familiarise themselves with their role in disaster management.

3.2 Phase II : Impact Phase-Emergency Relief Measures and Relief

This phase includes all measures that are taken immediately in the aftermath of a disaster. The speed and efficiency of the response in this phase will crucially determine the loss to life and property. The ability of the State to respond to a disaster will be developed during the pre-disaster phase and the capabilities and institutions developed therein will be brought into play in this phase. Equally important will be the deployment of trained personnel, proper flow of information and speed of decision making.

The Disaster Management Department, in conjunction with other relevant Government Departments would carry out activities in this phase. State Relief Commissioner will facilitate, co-ordinate and monitor the activities in this phase, wherever required. In case WBSDMA believes that adequate relief is not being provided, it will be entitled to direct the State Relief Commissioner or the District Magistrates in taking requisite measures. The district administration headed by the District Magistrates in conjunction with local authorities shall be responsible for carrying out relief activities when the impact of a disaster is restricted within the geographical boundaries of a district. The State Relief Commissioner shall coordinate and support relief activities of district administrations, where a disaster has affected more than one district. Recognizing the importance of a clear chain of command in emergencies, the GoWB will provide the State Relief Commissioner and District Magistrates special powers to coordinate the activities of all Government authorities within their jurisdiction.

3.2.1 Key Activities in Impact Phase

The following are the primary activities that need to be carried out as part of emergency relief measures and in the relief phase to implement the policy guidelines:

- **Search & Rescue** : The first priority in the aftermath of a disaster is to minimise loss of lives by undertaking rescue efforts for the affected people and providing medical treatment. People who are trapped under destroyed buildings or are isolated due to floods or cyclones need immediate assistance. The District Magistrate with the help of local authorities will be responsible for the search and rescue operations in an affected region. In doing so, the District Magistrate will be guided by relevant disaster management plans and supported by Government Departments and local authorities.
- **Subsistence, shelter, health and sanitation** : Disasters can disrupt food supply, water supply and sanitation mechanisms. They may also force people to abandon their houses, either temporarily or permanently. Such situations typically result in an immediate need for shelter and protection against an incidence of epidemic. The relevant Government Departments and local authorities would provide temporary shelter, health and sanitation services to rescued victims in order to prevent an outbreak of disease.
- **Infrastructure and essential services** : Disasters can cripple the infrastructure of the State in terms of roads, public buildings, airfields, ports, communication network etc. An immediate priority after a disaster is to bring the basic infrastructure into operating condition and deal with fires and other hazardous conditions that may exist in the aftermath of the disaster. The local authorities would work in close co-

ordination with relevant Government Departments like PWD, Fire & Emergencies Services, P.H.E, Police etc. to restore infrastructure to normal operating condition.

- **Security** : Usually, in a disaster situation, the police and security personnel are preoccupied with conducting search and rescue missions. Some people could take advantage of the situation and resort to looting and other anti-social activities. Consequently, it is necessary that security agencies functioning under the administrative control of the district authorities be geared to prevent this and provide a sense of security to citizens. State Relief Commissioner and District Magistrates may invoke special powers vested in him/her by GoWB, if existing powers regarding the same are inadequate.
- **Communication** : The State Relief Commissioner, the district administration and local authorities would communicate to the larger community the impact of the disaster and specific activities that are being or need to be undertaken to minimize the impact. Some of these activities may include :
 - Media management/Public Relations : To ensure precise communication of the impact of disaster and relief measures being taken and to generate goodwill among community and other stakeholders;
 - Community management : This includes communicating to the affected communities with a view to preventing panic reactions, while providing relevant information and handling welfare enquiries;
 - Feedback mechanisms : Using various mechanisms, including the communication network to get feedback on relief measures and urgent needs of various agencies involved in emergency relief measures and relief.
- **Preliminary damage assessment** : In the aftermath of a disaster, the district administration and local authorities receive simultaneous requests for assistance from scores of people and the resources at the disposal of the local administration are over-stretched. Hence, it is necessary to utilize and deploy the resources in the most efficient manner. Such deployment is not possible without undertaking a preliminary damage assessment. Once a disaster strikes, the Government Departments and the local authorities shall carry out a preliminary need and loss assessment and the district administration shall mobilize resources accordingly.
- **Funds generation** : GoWB allocates funds in the State Budget for relief activities. In addition, funds may be available through the Calamity Relief Fund. However, these funds may not be adequate to meet disaster management requirements in the aftermath of large-scale disasters like "Aila" in the State. In such circumstances, the GoWB shall explore additional sources of funding through aid, grants, loans etc., as identified in the pre-disaster phase.
- **Finalizing relief payouts and packages** : Relief packages shall be customized, if required, to the specifics of the disaster by the GoWB. Relief packages would include details relating to collection, allocation and disbursement of funds to the affected people. Relief would be provided

to all affected families without any discrimination of caste, creed, religion, community or sex whatsoever.

- **Post-relief assessment** : Department of Disaster Management with assistance from other Government Departments, district administration and local authorities will document learning from the relief experience, which can be inputs into further mitigation, relief or rehabilitation and reconstruction plans.

3.2.2 Impact Phase – Roles of relevant agencies

Emergency rescue, relief and rehabilitation measures in the immediate aftermath of a disaster is primarily carried out under the supervision of the Disaster Management Department. As far as possible, the relevant Government Departments and district administration shall carry out their functions in accordance with the respective action plans.

The West Bengal State Disaster Management Authority :

The WBSDMA shall develop policies and principles that guide and govern the emergency relief measures and relief in this phase. If required, in this phase SDMA would :

- Recommend provision of additional powers to the implementation agencies to co-ordinate and handle emergency relief measures and relief, if existing powers are inadequate;
- Ensure effective implementation of policy guidelines by providing guidance to implementing agencies from time to time.

State Executive Committee (SEC) :

The SEC would

- Facilitate, co-ordinate and monitor emergency relief measures of implementation agencies;
- Co-ordinate with agencies of other States and other national and international agencies, if necessary, to augment the relief being provided;

The State Relief Commissioner :

The State Relief Commissioner through the office of Deptt. Disaster Management plays a direct and active role in relief. For a disaster that impacts upon more than one district in the State, the State Relief Commissioner leads the relief efforts using the appropriate action plan. The State Relief Commissioner, either directly or through the respective District Magistrates, co-ordinates and monitors the relief efforts using all the resources available with the State Government

In this phase, the State Relief Commissioner would :

- Recommend to the State Government when disaster needs to be declared;
- Supervise and undertake relief, if necessary, where disaster is declared ;
- Support the District Magistrates in carrying out emergency relief measures in respective districts.

Government Departments :

Functionaries of various Government Departments will carry out relief operations as per disaster management plans developed, under the overall supervision of the State Relief Commissioner and the District Magistrates. The respective district heads from the various Government Departments shall report to the District Magistrate for the activities in this phase.

District Magistrates :

In this phase, the District Magistrate is responsible for all activities related to disaster management for his/her district, including the following :

- Recommend to the State Government for declaration of disaster;
- Undertake and supervise emergency rescue, relief and rehabilitation measures and relief operations in the district, with assistance of other relevant Government Departments, local authorities, voluntary agencies, community groups etc;
- Assess need for additional resources and coordinate with the State Relief Commissioner and different Government Departments for accessing Statewide resources, if required.

Local Authorities :

Local Authorities of Municipal Corporations, Municipalities, Zilla Parishads, Panchayat Samities, Gram Panchayats etc. would follow appropriate guidelines and procedures in undertaking emergency relief measures and relief activities, under the overall supervision and direction of the State Relief Commissioner or the District Magistrates

Private Sector :

The private sector would participate in the emergency rescue, relief and rehabilitation measures and relief operations under the overall supervision and direction of the State Relief Commissioner or the District Magistrate. Based on the training and other capacity-building inputs received from the Department of Disaster Management, District Magistrates and other authorities, they should be able to mobilise resources immediately and commence emergency relief measures at the earliest, if required. They should also actively provide relevant information regarding magnitude of effect of disaster, need for additional resources etc. They should also co-operate with relevant authorities in the conduct of a preliminary damage assessment etc. if required.

Community Groups and Voluntary agencies :

Local community and voluntary agencies including NGOs are usually the first-responders in the aftermath of a disaster. The community and voluntary agencies should undertake rescue and relief measures immediately, to the extent possible, on their own. After the intervention of the district or State administration they should continue the works of rescue and relief under the overall direction and supervision of the State Relief Commissioner or the District Magistrate. They should work in close coordination with State Relief Commissioner or the District Magistrate to avoid duplication and ensure equity. They should take a pro-active role in assisting the victims of disaster and should provide inputs to relevant authorities as to the magnitude of effect of disaster, need for additional resources etc. They should also co-operate with relevant authorities in the conduct of a preliminary damage assessment, etc.

3.3 Phase III : Post-Disaster Phase – Reconstruction & Rehabilitation

The thrust of Government policy in this phase will be to ensure a speedy return to normalcy and mitigation of long-term consequences of the disaster. The policy objective of the Government in this phase will be to focus on economic and social consequences of the disaster and directing efforts to improve the same. The policy objectives will be carried out through the State machinery as well as with the aid of other stakeholders with whom long-term relationships have been developed in the pre-disaster phase.

3.3.1 Key Activities in Post-Disaster Phase

The following activities would be carried out in this phase to achieve policy objectives:

- **Detailed damage assessment** : While a preliminary damage assessment is carried out during the impact phase, a detailed assessment must be conducted before commencing reconstruction and rehabilitation activities. The relevant Government Departments and local authorities shall initiate detail assessment at their respective level of damages sustained in housing, industry/services, infrastructure, agriculture, health/education assets in the affected regions.
- **Assistance to restore houses and dwelling units** : GoWB may, if needed, formulate a policy of assistance to help the affected persons to restore damaged houses and dwellings. This should neither be treated as compensation for damage nor as an automatic entitlement.
- **Relocation (need based)** : GoWB believes that need-based considerations and not extraneous factors drive relocation of people. The local authorities, in consultation with the affected people and under the guidance of WBSDMA/DDMAs concerned, shall determine relocation needs taking into account criteria relevant to the nature of the calamity and the extent of damages. Relocation efforts will include activities like :
 - Gaining consent of the affected population;
 - Land acquisition;
 - Urban n / rural land use planning;
 - Customizing relocation packages;
 - Obtaining due legal clearances for relocation;
 - Getting the necessary authorization for rehabilitation;
 - Livelihood rehabilitation measures for relocated communities, wherever necessary.
- **Finalizing reconstruction & rehabilitation plan** : The effectiveness of any reconstruction and rehabilitation is based on detailed planning and careful monitoring of the relevant projects. WBSDMA will oversee reconstruction and rehabilitation work and ensure that it takes into account the overall development plans for the State. WBSDMA will approve reconstruction and rehabilitation projects based on :
 - Identification of suitable projects by relevant departments;
 - Project detailing and approval by the relevant technical authority.
- **Fund generation** : Reconstruction & rehabilitation projects are fairly resource intensive. These projects have been financed in the past primarily

through the State exchequer, from the Calamity Relief Fund. GoWB shall finalise the fund generation mechanism, including the covenants and measures that govern fund inflow and disbursement and usage. This includes :

- Estimation of funds required based on detailed damage assessment reports and consolidation of the same under sectoral and regional heads;
- Contracting with funding agencies and evolving detailed operating procedures for fund flow and corresponding covenants.
- **Funds disbursement and audit** : The funds raised from funding agencies are usually accompanied by stringent disbursement and usage restrictions. It is therefore important to monitor the disbursement of such funds to ensure that none of the covenants are breached. WBSDMA in conjunction with relevant agencies, shall monitor disbursement of funds by :
 - Prioritizing resource allocation across approved projects;
 - Establishing mechanisms (like a chain of banks, collection centres, nature of accounts, spread etc) for collection of funds;
 - Ongoing monitoring and control of fund usage throughout actual project implementation.
- **Project management** : Since rehabilitation and reconstruction effort typically involves the co-ordinated efforts of several entities, the GoWB shall encourage the respective entities to strengthen program management capabilities to ensure that synergies across and within entities are managed efficiently. In addition, it is also necessary to constantly monitor the activity to ensure that the project is executed on time in accordance with the technical specifications and to the satisfaction of the beneficiaries. WBSDMA in association with relevant Government Departments will monitor the reconstruction activity that is carried out by various implementation agencies. Typical implementation activities would include :
 - Disaster proofing and retrofitting of houses;
 - Creation/Retrofitting of structures- including roads, bridges, dams, canals etc. that may have been destroyed/damaged due to the disaster;
 - Restoration of basic infrastructure facilities, for example, ports, airports, power stations etc;
 - Creation of health centers, first aid centres, hospitals, groups of doctors and surgeons etc;
 - Restoration of the industrial viability of the affected area;
 - Restoration of livelihood.
- **Communication** : Communication activities are necessary to convey to the larger community the scope and nature of the proposed reconstruction and rehabilitation effort so as to increase the stakeholder awareness for the ongoing activities. Hence, relevant Government Departments, district administration and local authorities shall undertake :
 - Ongoing media management/Public Relations: To ensure accurate communication of
 - the reconstruction and rehabilitation measures being taken to various stakeholders;

- Community management: This includes communicating to the affected communities
- with a view to appraising them of efforts being made for their relocation/rehabilitation/reconstruction;
- Feedback mechanisms : Using the communication network to get feedback on
- reconstruction and rehabilitation measures.
- **Dispute resolution mechanisms** : WBSDMA, in association with relevant agencies, shall institutionalize mechanisms to address beneficiary grievances at various levels, as well as explore innovative ways of dispute minimization like involving the community in reconstruction initiatives. Appropriate mechanism with penalties for dealing with false claims will be evolved to prevent misuse of assistance.
- **Implementing initiatives for recovery of reconstruction costs** : GoWB shall finalise and implement select recovery measures such as:
 - Imposing tax surcharge levies (central):
 - Imposing local taxes;
 - Facilitation of funding responsibility sharing by beneficiaries etc.

3.3.2 Post-Disaster Phase- Roles of relevant agencies

The post-disaster phase will mainly comprise reconstruction and rehabilitation activities. Currently, the activities in this phase are primarily carried out by the local bodies and various Government Departments and development boards. However, their activities in this phase shall be in accordance with the reconstruction and rehabilitation plans framed by WBSDMA in association with implementing authorities.

The West Bengal State Disaster Management Authority :

The Authority shall through the Line Departments/local self governments conduct a detailed assessment of damage, formulate estimates of financial support required and raising the required funds from various Government, national and international funding agencies. The Authority would be responsible for the deployment of funds, as per identified priorities. The Authority would facilitate, co-ordinate and monitor reconstruction and rehabilitation efforts of various Government Departments and other implementation agencies in terms of project timelines, processes, fund's deployment and benefits accruing to the affected community. As part of the same, the Authority would also be responsible for meeting the guidelines and providing feedback on various parameters related to the progress and outcome of the reconstruction and rehabilitation efforts to the various funding agencies and other stakeholders.

Government Departments and Local Authorities :

Government Departments and local authorities will conduct detailed damage assessment and carry out the reconstruction and rehabilitation activities in accordance with the policies and guidelines specified by the Authority. They would also be responsible for reporting various parameters, as may be required by WBSDMA, related to the progress and outcome of the various projects undertaken by them.

District Magistrate :

The District Magistrate plays a co-ordinating role at the district level to ensure that the various Government Departments effectively carry out the rehabilitation and reconstruction activities in this phase. The primary responsibilities of the District Magistrate in this phase are :

- Coordinating the reconstruction and rehabilitation efforts in the district or a part of the district.
- Assisting WBSDMA in monitoring the progress and outcome of reconstruction and rehabilitation efforts on the basis of the mechanisms established by WBSDMA.

Private Sector :

The private sector should provide fair estimates of damage assessment to relevant authorities and provide feedback in terms of their priorities and concerns for work, related to rehabilitation and reconstruction. They should participate in the post-disaster activities, in co-ordination with State Relief Commissioner and the District Magistrate and in alignment with the overall policies and guidelines developed by the Authority. They should co-operate in providing feedback regarding progress and outcome of rehabilitation and reconstruction projects undertaken in their vicinity.

Community Groups and Voluntary agencies :

Community groups and voluntary agencies, including NGOs, should provide fair estimates of damage assessment to relevant authorities and provide feedback in terms of their priorities and concerns for work related to rehabilitation and reconstruction. They should participate in the post-disaster activities, in co-ordination with the District Magistrates, concerned Government Departments and local self government authorities and in alignment with the overall policies and guidelines developed by the WBSDMA/DDMA concerned. They should co-operate in providing feedback regarding progress and outcome of rehabilitation and reconstruction projects undertaken in their vicinity.

Section - II

WEST BENGAL STATE DISASTER MANAGEMENT FRAMEWORK

Department of Disaster Management Government of West Bengal

I. INSTITUTIONAL MECHANISMS

Expected Outputs	Areas of intervention	Agencies/sectors to be involved and resource linkages
Nodal agency for disaster management at the State level with appropriate systems	<p>(i) Constitution of State Emergency Management Authority with appropriate legal, financial and administrative powers.</p> <p>(ii) Roles and responsibilities of the SEMA:</p> <ul style="list-style-type: none">-Coordinating multi-hazard mitigation, prevention, preparedness and response programmes.- Policies for disaster risk reduction and mitigation-Preparedness at all levels.-Coordination of response-Coordination of post disaster relief and rehabilitation.-Amendment of existing laws, procedures, instructions.	Departments of Home, Finance, Disaster Management, Health and Family Welfare, Water Investigation and Development, Environment, Forests, Agriculture, Science & Technology, Panchayat & Rural Development, Public Works, Road Transport & Highways , Public Health Engineering, Civil Defence, Fire & Emergencies Services, Irrigation and Waterways, etc.
Setting up State Disaster Management Authority	<p>(i) State Disaster Management Authority to be headed by the Chief Minister.</p> <p>(ii) The Authority to lay down policies and monitor mitigation, prevention and preparedness as also oversee response.</p>	Ministers for Finance, Health & Family Welfare, Irrigation & Waterways, Civil Defence, Fire & Emergencies Services, Public Works, Agriculture, and Disaster Management

II. DISASTER MITIGATION & PREVENTION

<p>Disaster mitigation & prevention to be mainstreamed into the development process</p>	<p>(i) Each Department which has a role in mitigation /prevention will make appropriate outlays for schemes addressing mitigation/prevention.</p> <p>(ii) Where there is a shelf of projects /schemes, projects / schemes contributing to mitigation to be given a priority.</p> <p>(iii) Wherever possible schemes/projects in areas prone to natural hazards to be so designed as to contribute to mitigation, and preparedness.</p> <p>(iv) Projects in vulnerable areas/areas prone to natural hazards to be designed to withstand natural hazards.</p>	<p>Departments of State Governments</p>
<p>Techno-legal regime</p>	<p>(i) Regular review of building codes and its dissemination</p> <p>(ii) Construction in seismic zones III, IV and V to be as per BIS codes/National Building Codes.</p> <p>(iii) Construction in areas vulnerable to cyclones to be so designed as to withstand the wind hazard as per BIS codes/National Building Codes.</p> <p>(iv) Comprehensive review and compliance of</p> <ul style="list-style-type: none"> - Town and Country Planning Acts -Development Control Regulations -Planning and Building Standards Regulations <p>(v)Put in place appropriate techno-financial regime</p> <p>(vi)Capacity enhancement of Urban Local Bodies to enforce compliance of techno-legal regimes</p>	<p>Departments of Urban Development, Municipal Affairs Department, PWD – Hazards Safety Cell, Housing, I&W, Disaster Management.</p> <p>Departments of Urban Development Department, Panchayat & Rural Development, Municipal Affairs, Disaster Management, Housing, Public Works, Irrigation & Waterways.</p> <p>Urban Development , PWD, Municipal Affairs, Disaster Management.</p> <p>Urban Development, PWD, Municipal Affairs, Disaster Management, Housing, Municipal Affairs, Urban Development, Disaster Management.</p>

Land-use Planning and Zoning regulations	(i) Legal framework for Land-use planning and zoning regulations to be reviewed. (ii) Zoning regulations to be enforced.	Departments of Urban Development, Municipal Affairs, Panchayat & Rural development, Disaster Management Urban Development , Municipal Affairs, Panchayat & Rural development, Disaster Management
Plan schemes for vulnerability reduction and preparedness.	State Government Departments to formulate Plan Schemes and submit to Planning & Development Department	Departments of the State Governments – PWD, I & W D, P & RD, Municipal Affairs, Urban Development, Housing, Disaster Management.

III. LEGAL/POLICY FRAMEWORK

State Disaster Management Act	Preparation of the Bill	Department of Disaster Management
Policy on Disaster Management	(i) Mainstreaming disaster management into planning and development process. (ii) Mandate safe construction. (iii) Coordinated action by all relevant Departments as per policy (iv) Mandate safe construction.	State Planning Commission, Departments of Panchayat & Rural Development, Urban Development, Municipal Affairs, Public Works, Home, Environment, Finance Department, Disaster Management
State Disaster Management Codes	Amendment of existing relief codes/scarcity codes/famine codes to incorporate mitigation, preparedness and planning measures at all levels from community to State, constitution of Emergency Support Teams /Disaster Management Teams /Committees /State Disaster Management Authorities, delegation of administrative and financial powers to disaster incident managers etc, protocol to update the inventory of resources and plans,	Department of Disaster Management

IV. PREPAREDNESS AND RESPONSE

State Emergency Response Force/ Specialist Response teams	(i) Designation of units for conversion into Specialist Response Teams. (ii) Designation of training centres. (iii) Training of trainers. (iv) Procurement of equipment (v) Training of teams.	Departments of Home(Police), Civil Defence, Fire & Emergencies Services, Health, D.G. of Police/Commissioner of Police, Police Training College, Fire Training College, Civil Defence Training College, ATI, SIPRD, Disaster Management.
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State Network of Emergency Operation Centres [SNEOCs]

State level EOC	(i) Multi-hazard resistant construction. (ii) Communication system linkages. (iii) Mobile EOC for on-site disaster management information	State Government Departments of P.W.D, P&RD, Home (Police), Science & Technology, Fire & Emergencies Services, Fisheries, Disaster Management.
District level EOC	(i) Multi-hazard resistant construction. (ii) Communication system linkages.	District Magistrates, Department of P.W.D.
Putting Incident Command System in Place	(i) Designate nodal training centres. (ii) Putting in place protocols/SOPs for Incident Command System.	Administrative Training Institute/State Institute of Panchayat and Rural Development and Disaster Management
Emergency Support Function Plan	(i) Departments/agencies, which perform emergency support functions to draw up ESF plans, constitute teams, and set apart resources in advance so that post-disaster response is prompt.	State Government Departments
India Disaster Resource Network	(i) A web enabled GIS-based resource inventory listing out all the necessary resources for emergency response available at the district and State level throughout the country so that resources can be mobilized at short notice. (ii) Set up servers, draw up and install programmes, input data. (iii) Half yearly updating	State Government Departments and the District Magistrates
Communication linkages which will be functional even post-disaster.	(i) Draw up communication plan. (ii) Obtain sanctions. (iii) Put communication network in place.	Director General of Police, West Bengal, Commissioner of Police, Kolkata, P.W.D. Post and Telecommunication, Irrigation & Waterways and Disaster Management
Regional Response Centres	(i) Identify location of Regional Response Centres. (ii) Identify caches of equipment required. (iii) Obtain sanctions. (iv) Put teams and caches of equipments in place.	Director General of Police, West Bengal, District Magistrates, I&W , Disaster Management.
Training in response to be made a part of training curriculum of State Police Forces	(i) Draw up capsules. (ii) Train trainers	Home Department

<p>State Disaster Management Plans</p>	<p>(i) Plan to be drafted under the supervision of the State Relief Commissioner.</p> <p>(ii) Plan will include mitigation, preparedness and response elements.</p> <p>(iii) The plan will be multi-disciplinary to be drawn up in conjunction/consultation with all relevant Departments concerned with mitigation, preparedness and response.</p> <p>(iv) Plan to be updated once a year.</p>	<p>State Government Departments</p>
<p>District Disaster Management Plans</p>	<p>(i) To be drawn up under the supervision of District Magistrate/Collector and to include mitigation, preparedness and response.</p> <p>(ii) Emergency Support Functions by various Departments to be included.</p> <p>(iii) To be drawn up in consultation with all relevant Departments.</p> <p>(iv) District inventory of resources to be maintained.</p>	<p>Disaster Management Department in consultation with all concerned Line departments of the State Government, District Magistrates</p>
<p>Block Disaster Management Plans</p>	<p>(i) To be drawn up under the supervision of District Magistrate/Collector and to include mitigation, preparedness and response.</p> <p>(ii) Emergency Support Functions by various Departments to be included.</p> <p>(iii) To be drawn up in consultation with all relevant Departments.</p> <p>(iv) District inventory of resources to be maintained.</p>	<p>District Magistrates, Block Development Officers.</p>

<p>Community based mitigation, preparedness and response plans</p>	<p>(i) Enhance community capacity in multi-hazard prone States and districts to respond effectively to disasters-special attention to be given to empowering and capacity building of vulnerable communities and groups including women.</p> <p>(ii) Set up and train village/ Panchayat (for rural areas) and wards/municipal council/corporations (for urban areas) disaster management committees and disaster management teams e.g.</p> <ul style="list-style-type: none"> -Identification of safe shelters and management -Stockpiling of relief materials etc. -early warning dissemination -first-aid and counselling -assist in search and rescue <p>(iii) Such plans to be made integral to annual development plan of local bodies</p> <p>(iv) Mitigation plans of the community and Panchayats to receive priority under various rural development schemes administered by Panchayats and Urban local bodies</p>	<p>Disaster Management, Panchayat & Rural Development, Civil Defence, District Magistrate.</p>
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V. EARLY WARNING SYSTEMS

<p>(i) State of the art sensors to be set up.</p> <p>(ii) Hazard monitoring, tracking and modeling.</p>	<p>(i) IMD / CWC to carry out a review of sensors available and draw up plans for strengthening the system.</p> <p>(ii) Models to be updated to improve prediction accuracy.</p>	<p>India Meteorological Department/ Central Water Commission/</p>
<p>Warning Protocols</p>	<p>(i) Warning protocols to be user friendly.</p> <p>(ii) Warning to be communicated as quickly as possible to the States/districts/community.</p> <p>(iii) Protocols should be simple to understand.</p> <p>(iv) Districts to set up protocols for communication of early warning to the community.</p> <p>(v) Panchayats/local bodies to be used for early warning communication.</p> <p>(vi) Communication linkages for early warning.</p>	<p>India Meteorological Department, Central Water Commission, State Science and Technology Department, National Remote Sensing Agency, Information and Cultural Affairs Department, Doordarshan, All India Radio, Disaster Management Department, Home (Police) Deptt., District Magistrates and Superintendents of Police</p>

VI HUMAN RESOURCE DEVELOPEMENT & CAPACITY BUILDING

<p>Training for services /cadres/ agencies involved in mitigation, preparedness or response.</p>	<p>(i) Training needs analysis/ Human Resource Development Plan</p> <p>(ii) Drawing up of capsule courses for training.</p> <p>(iii) Training of trainers.</p> <p>(iv) Administrative Training Institute to be strengthened</p>	<p>Departments of Disaster Management, Civil Defence, Fire & Emergencies Services, Health and Family Welfare, A.T.I., S.I.P.R.D.</p>
<p>Training of IAS/IPS, State Administrative Service Officers / State Police.</p>	<p>(i) Training curriculum for IAS/IPS and State Administrative Service Officers/State Police Officers to include capsules in disaster management.</p> <p>(ii) Training of Block/Village level staff</p> <p>(iii) Training of elected members of three tier PRI.</p>	<p>Administrative Training Institutes /State Institutes of Rural Development, Police Training College and District Institutes of Education and Training.</p>

Engineers/Architects	Curriculum for undergraduate engineering and B.Arch courses to be amended to include mitigation technologies in general and elements of earthquake engineering in particular	All India Council for Technical Education / Indian Institute of Technology – Kharagpur / Professional bodies - CII Higher Education Deptt.
Health Professionals	Include crisis prevention, response and recovery and trauma management in the MBBS curriculum.	Department of Health and Family Welfare and Medical Council of India
Youth organisation	NCC, NSS, Scouts & Guides to include disaster response, search and rescue in their orientation/training programmes.	Departments of Youth & Sports and Higher Education
Masons	Mason training for safe construction	Departments of Panchayat & Rural Development, Urban Development and Disaster Management
School curriculum	To include disaster awareness.	School Education Dept.
Mass media campaign for awareness generation	Design and develop a communication strategy for awareness campaign Use audio, visual and print medium to implement awareness campaign Development of resource materials on mitigation, preparedness and response	Disaster Management and I & C A Departments
Non-government community-based organizations involved in awareness generation and community participation in disaster preparedness and mitigation planning	(i) Facilitate network of non-govt community based organizations at State/district levels (ii) Co-opted into the planning process and response mechanisms at all levels	Disaster Management Department and District Magistrates Departments of Development and Planning, Finance, Panchayat & Rural Development
Corporate sectors involved in awareness generation and disaster preparedness and mitigation planning	Sensitisation, training and co-opting corporate sector and their nodal bodies in planning process and response mechanisms	Disaster Management Department, Chamber of Indian Industries and other Chambers of Commerce
Inter-state arrangements for sharing of resources during emergencies and lessons learnt	(i) Arrangements for inter-State sharing of resources to be incorporated in State Disaster Management Plans (ii) Inter-state exposure visits to be facilitated for learning from the experiences of other States	Departments of Home and Disaster Management

VII. Research and Knowledge Management

<p>Institutionalise knowledge and lessons learnt in the process of working on the state roadmap</p>	<p>(i) Assessment and evaluation of ongoing programmes and activities regular documentation of key lessons</p> <p>(ii) Establish India Disaster Resource Network as knowledge portal to pool and exchange information and knowledge among all concerned institutions and organization</p>	<p>Disaster Management Department, S.I.P.R.D. , A.T.I. , District Magistrates</p>
<p>Develop State disaster database</p>	<p>(i) Systematic inventorization of disasters</p> <p>(ii) Trend analysis and reporting</p>	<p>Disaster Management Department , A.T.I. S.I.P.R.D.</p>
<p>Promote research in national, state and regional institutions in the areas of disaster risk reduction</p>	<p>(i) Mitigation technologies for housing, roads and bridges, water supply and sewerage systems, power utilities,</p> <p>(ii) Cost-effective equipments for specialized rapid response and preparedness in</p> <p>--temporary and transition shelter in post-disaster situations</p> <p>--search and rescue equipments</p> <p>--provision of drinking water, emergency health and sanitation in post-disaster situations</p> <p>-post-trauma stress management and care</p> <p>(iii) Promote participation of corporate sector in finding out technological solutions for disaster risk reduction</p>	<p>Departments of Housing, , Public Works, Public Health Engineering,, Municipal Affairs Deptt. Power, Disaster Management, and Panchayat & Rural Development.</p>

AGENDA NOTE FOR THE MEETING OF THE NATIONAL PROGRAMME FOR STANDING COMMITTEE TO THE HELD ON 27 SEPTEMBER 2005

(a) Review on Financial & Physical Progress under the Programme –

Quantitative Progress Report for August 2005 and Financial Progress Report for the quarter-ending June 2005 are enclosed.

(b) Review & Approval of the Financial Progress Report for the quarters from January to March 2005 & April to June 2005 –

Financial Progress Reports for the quarters from January to March & April to June 2005 are enclosed.

(c) Review of Financial Utilisation Statement for the funds transferred to the Programme States –

Review will be made by the National Committee.

(d) Post-facto Approval of the Work Plan for the July-September 2005 –

The Work Plan mentioned in the Agenda relates to National level only. At the State level we prepare Work Plan for the year 2005, which we break into Monthly Targets. In the Monthly Review Meetings held by the Secretary every month with the Additional District Magistrates and District Project Officers, the performance of the districts according to the target is reviewed. The performance is reflected in the quantitative progress report upto 31.08.05. (Work Plan for Ten Districts enclosed).

(e) Approval of the Work Plan from October to December 2005 –

This Work Plan will be that of the National Committee.

(f) Extension of Activities envisaged under the Urban Earthquake Vulnerability Reduction Component –

It will be discussed by the National Committee.

(h) Extension of the Programme of several Districts and additional Districts –

It was decided by the State Steering Committee at its 3rd Meeting held on 24.12.2004, that eight districts named, Purba & Paschim Medinipur, Bankura, Birbhum, Hooghly, Howrah, Dakshin Dinajpur and Darjeeling should be included under the Disaster Risk Management Programme. A request was sent to the Ministry of Home Affairs enclosing a copy of the Minutes under Deptt's No. 268-FR/7M-8/03(Pt-I) dt.02.02.05. This may again be agitated.

(i) Amendment in the existing MoU with the Government of Nagaland –

Not related to this State.

(j) Mid-Term Outcome Evaluation of the Programme –

It will be done by the National Committee.

(k) Accounting & Auditing of fund released to the Programme States –

This will be done by the National Committee.

(l) Any other issue with the permission of the Chairperson –

Under the total framework of the programme, the State of West Bengal is to receive from UNDP 983000/- US Dollar for implementing various activities vide Revised MoU executed on 20.12.2004. No fund has been earmarked therein for taking up activities at the Gram Sansad level like sensitization of 26540 Gram Sansads on Disaster Management; preparation of Village Disaster Management Plan in 26540 Gram Sansads; and organisation of Mock Drill therein. At the 4th Meeting of the State Steering Committee held on 04.08.05, it was resolved to move the Ministry of Home Affairs & UNDP for Rs. 5.05 crore so that these activities are taken up. As the State Nodal Agency will be provided Rs. 43252000/- @ Rs. 44 per US Dollar, which is the current rate of conversion of US Dollar into Indian Rupee, there will be a balance of Rs. 6290458/- after implementation of other activities according to the Revised Work Plan approved in the 3rd Meeting of the State Steering Committee. (Copy of the Revised Work Plan is enclosed). Ministry of Home Affairs has been sent Minutes of the 4th Meeting of the State Steering Committee held on 04.08.05 under No. 2535(21)-FR/7M-85/04 dt. 05.09.05. A request for augmenting the budget of Disaster Risk Management Programme Framework in West Bengal for taking up the activities at the Gram Sansad level has also been sent to Mr. M. P. Sajnani, Advisor (Disaster Management), NDM-III, Ministry of Home Affairs, Government of India under Deptt's No. 2644-FR/7M-85/04 dt. 20.09.05. Copy enclosed. This matter may be agitated.