



DISTRICT DISASTER MANAGEMENT PLAN ARVALLI YEAR-2024 PART-1



Collector Office Aravalli

And

Gujarat State Disaster Management Authority




PREFACE

Different levels of disaster plans are prepared with the help of Gujarat State Disaster Management Authority for rescue operation, relief operations and rehabilitation etc. The Gujarat State Disaster Management Act-2003 has been implemented in the state of Gujarat for the purpose of providing proper guidance and regulation for the various types of natural disasters in the past and for the rescue and relief operations of the affected people during such disasters.

Apart from the district administrative system, various departments and local organizations of the district have to carry out some operations on war footing so that rescue and relief operations can be done immediately in natural or man-made calamities like floods, storms, fires, accidents, earthquakes. At the time of disaster, it is very important to create an atmosphere of safety and trust among the people. All the operations have to be done largely by the local management system. Complete information must be maintained at the district level for immediate contact with voluntary organizations etc. Keeping this fact in mind, the district disaster management plan has been prepared for the purpose of making information available to easily the people and to the related stakeholders at the time of disaster based on the time to time instructions issued by the state government and the information available at the district level.

Place - Modasa


Ms. Prashasti Pareek, IAS
Collector and District Magistrate

Date 30/04/2024

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INTRODUCTION

- **INCIDENT RESPONSE SYSTEM :**

The response will be planned according to the disaster response strategy. Under the District Level Major Disaster Incident Response System (IRS) each sector has been designated primary and alternate responsibilities.

- ✓ Incident Command Control Room
- ✓ District Control Room DCR.

The District Control Room is located at the office of the District Collector. Aravalli being a remote district lacks basic facilities and is currently operating in a makeshift seating arrangement, it is also a center for information gathering and processing and a disaster centre. Most of the strategic decisions to be taken in the context of disaster management are taken in this control room. The Incident Command takes charge of the district control level. And controls the emergency operations as per the system chart along with the incident control system. All persons heading the Task Force will hold positions at the District Control Room along with the Incident Control Commander to coordinate the decision-making process.

- **DISTRICT EMERGENCY OPERATION CENTRE:**

An Emergency Operation Center has been set up at the Collector's office to coordinate operations during any calamity in the district. Where the round-the-clock control room is functioning. A round the clock control room is functioning at DEOC throughout the year with the presence of Class-3 and 4.

- **Incident Control Communication System**

In case any communication, infrastructure is disrupted as a result of or due to the impact of a disaster. The person heading the Remote Communication Task Force will ensure uninterrupted communication system for effective operation of disaster management.

- **Infrastructure shall ensure Immediate restoration facility :**

Telephone - Telephones are provided at all control rooms.

Alternative communication system.

There is also a possibility that a situation may arise where all the systems come to a standstill due to the collapse of the communication system infrastructure. In the event of disruption of communication system, such communication facility/infrastructure is re-established in a functional manner so that the following alternative arrangements will be used keeping in view the seriousness of the situation.

- **Warning, Relief and Rehabilitation:**

Warning is concerned with pre-disaster preparedness. If you get the news of the upcoming disaster or get information about its possibility, you can avoid the accidental disaster and the loss of life and property could be reduced. One of the motives behind running a 24-hour control room at the Emergency Operations Center Collector's Office, Modasa is to reduce the possibility of loss through timely warning before such calamities happen. The response process against any kind of incident-accident occurring in the district at any place and time can be speeded up, relief and rescue operations can be started without delay and necessary coordination can be maintained with all the concerned investigators at the district Taluka level and this system is for the necessary coordination for the purpose of quick implementation.

While there is no fixed time for calamity, mock drills are organized from time to time to check the preparedness and vigilance of the local administrative system as well as the internal coordination and during the review of the defects found, care is taken to ensure that they do not reoccur in the future.

Disaster can be prevented but preparedness can reduce its dire effects and severity .Also, since pre-disaster preparedness is the only option, there is a need for capacity building in the local community. According to which

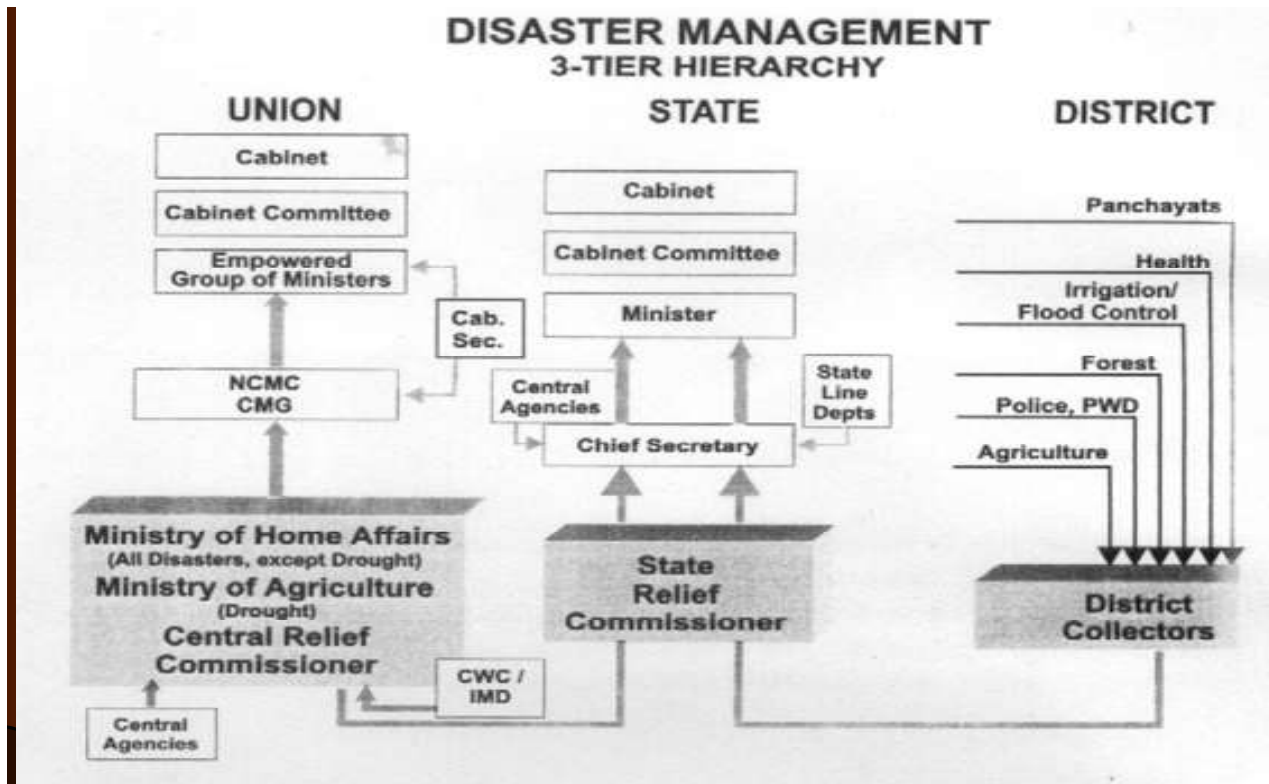
training activities are organized for the various groups at the community level through the Disaster Risk Management Program implemented by the Gujarat State Disaster Management Authority. Apart from this, from time to time the idea of disaster preparedness is conveyed to the public through various public awareness programs.

Apart from this, concerned departments like Police, Panchayat, Road & Building, Forest Department, Education, Health etc. are notified to work in necessary coordination. Liasing Officers have been appointed for immediate response at Taluka level. All Liaison officers remain alert during calamities and coordinate at Taluka level.

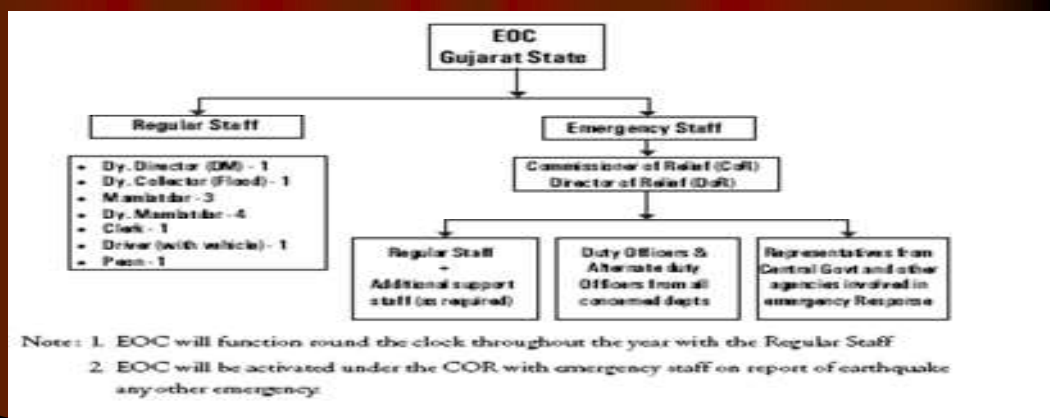
At the district level, the services of Police Control Room, Fire Brigade Modasa, Himatnagar and 108 have played an important role as the first response agency under normal circumstances, apart from this, the services of subject experts, Health Department, Road&Building, Department and related departments have been taken in special circumstances. Home guard services become very important in flood situations.

Disaster Management Framework at State and District Levels

State Disaster Response Structure



EOC Management Structure –Gujarat State



• Roles and Responsibilities

For early warning and disaster related rescue and relief operations and post-disaster reports.

Sr.No	work force	A leading prosecutor	Assisting Members/Organizations	Event
1	Coordination and planning And Warning, communication system	Collector	District Collector, District Development officer, District Police officer, Resident Additional Collector and Mamlatdar all, Chief officer.	Planning, Finance and Administration
			Mamlatdar, Deputy Mamlatdar, Control Room, Mobile Operator, TV Radio,	operation
2	Law and order Occupation and rescue	District Superintendent of Police	Deputy Inspector General of Police, Home Guard, Force Commander, Non-Government Organization, Paramilitary Forces and Armed Forces	Law and order
			District Development officer, Police, Civil Engineer, Fire Brigade, Road Transport officer, State Transport, Health Department, Mamlatdar,	Work operation
3	Public works	Executive Engineer (Road Building (State)	Irrigation Executive Engineer, Panchayat non-Government Organization, Water Supply Board, Municipalities, Home Guard, Police	Work operation
4	Shelter	District Primary Education Officer	School Principal, Head Teacher, Primary Health Centre, State Transport Water Supply Road Transport Office, Mamlatdar, Taluk Development officer , Chief officer	Work operation
5	Water supply	ExecutiveEngineer,G.P.P.	Chief Executive Engineer, Talati,	Work operation

		& Municipal Board, Executive Engineer Waterworks Municipality	Mamlatdar, District Development Officer, Health Officer, Chief Officer	
6	Electricity	Superintending Engineer, G.V.Bo.	Executive Engineer, Deputy Engineer, Technical, G.V.B.Transport	Work operation
7	Public Health and Sanitation	CDHO(CDHO)	Superintendent, Hospital, All Primary Health Centres, CAC, Municipality, Red Cross, Fire Brigade Civil Defence, Non Governmental Organisations, Doctors, Taluka development officer	Work operation
8	Support system	District Development Officer	RTS, District Supply Officer, FPS, Private and Public Sectors, Municipal Water Supply Board, Mamlatdar, District Supply Mamlatdar	Support System (Logistics)
9	Animal health	Deputy Director Animal Husbandry	Veterinary Inspector.	Work operation
10	Relief supplies	District Supply Officer	Sub-Divisional Magistrate, non Government Organisations, RTO, Water Supply, GV Board, Health, Home Guard, DRDA, Municipality, Mamlatdar	Operation of supply relief
11	Medium	District Information Officer	Print Media, TV, Journalists, Non- Government, Organizations	Public information

- Taskforce –Coordination and planning :- Early warning, evacuation and messages

Transactions, coordination of rehabilitation operations-Task Force Leader

Sr.No	Timesheet	Task	Section	Activity
1	Normal time	Establishing its connectivity and incident control at the state level	D.D.M.C Panchayat Department of Revenue	Setting up disaster management structures at village level Develop disaster management plan at all levels including district. To hold a meeting with the Crisis Management Committee (Collector). (Department of Industrial Health and Hygiene)
2		Communication systems and procedures	Police	Keeping all levels of work force available
3			Information Section	Information Dissemination
4			D.D.M.C TD MC VDMC	To create public awareness about potential hazards, preparedness and precautionary measures.
5			Police, Nagar Palika, R.N.B	To prepare work force, conduct training, prepare and keep equipment and machinery ready,
6			T.D.M.C S.D.M	Meeting with various stakeholders and updating planning on search rescue and early warning, site evacuation and communication.
7	72 to 48 hours (3 days before disaster)	Plan	Revenue Panchayat, and Police	Verifying the alert received and initiating recovery operations
8				To examine the communication and warning system in place at village panchayat and district level.
9				Dispatch evacuation team to the scene with necessary machinery and equipment.
10				Arranging vehicles for both team and community.
11				Selecting safe rescue shelters and sites for the affected community and animals.
12				Informing the District and State Emergency

				Operation Center about the local situation.
13				To prepare alert message management system
14				Dissemination of advance warning in local language to the last destination. By word of mouth using the medium of telephone, television, radio, news papers. Systems without electricity support Also to use (means). (Continue rebroadcasting the alerts frequently after a gap of some time.)
20	D-48 to 24 hours (Before 2 days of Disaster)		D.D.M.C (Disaster)	District level Disaster Management Committee and Emergency Response Management Committee to keep control of the situation.
21			I.M.D	Official early warning messages announced earlier will continue to be updated and announced for the next 24 hours.
22			Panchayat	Responding to early warning arrivals and prompting authorities to obtain information on the local situation.
23				Verifying local level preparedness and reporting to Incident Commander.
24			D.E.O.C	Establish regular contact with SEOC.
29	D-24 to 12 hours	Occupation and rescue	D.D.M.C	To prepare updates about potential crisis situations
30				Providing advance alert in local language about latest status. Using the means mentioned earlier.
31				Providing detailed information about the crisis situation to the rescue task force and other task forces.
32				To verify whether the pre-warning has reached the final destination or not.
36	D-12 to 0 hours	Warning	District Control Room	Ensuring that early warning messages are being delivered consistently.
37			D.E.O.C.	To monitor the situation and give the latest report about it to the higher authorities, District Collector

				and Disaster Management Authority.
38	D+1 to 12 houses	Disposal of dead bodies	Police and Health	Supervise the operation of the rescue squad and prepare a list of requirements for special machines, machinery, skilled persons, medicines etc.
39				Gather necessary equipment and materials and deliver them to the incident level.
40				Designate an officer to coordinate with the police and local leaders to dispose of dead bodies after proper investigation and registration.
41				Coordinate with food.
42				Keep extra troops ready so that they can rest at the same time.
43	D+12to 24hours	Relief rescue	District Development Officer and his team District Superintendent of Police	Continue search and rescue operations and evacuate affected persons to safety as required/take to hospital/relief camp.
46				To launch help line numbers and support centers.
47				Assessing the situation by meeting with the local people at the cluster level and reporting to the District Officer every evening.

- Taskforce –Support System - Provides support for evacuation and relief, storage and transportation of supplies in coordination with other task forces and competent authorities. Task Force Leader: District Development Officer.

Sr.No	Timesheet	Task	Implementing Department	Activities
1	Normal condition	Work sharing and		To prepare a list of equipment material required during various calamities. Organizing mock drills at various levels Coordinating with other task forces. To revise the plan based on information and evaluation of performance. (Gujarat Vidhut Board)
2				
3	D - 24 hours	Identification of required clusters		Alerting and assigning work force members to do work.
6	D+24 hours			Reviewing the need for outsourced equipment.
7				Planning of support systems (task force) keeping in mind the type of disaster
8				To carry out the work plan based on the instructions received from the control.
9				Continually review requirements and resources.
10				Coordinate with control room and key task forces.
11				To check the quality of services.
12	D+ Day 2 and ahead		Reporting and final documentation	
13		Regular reporting and documentation		
14		Reassessing requirements and demands.		
15		Provide equipment as deemed fit		
16		Hold a lecture meeting with the Task Force on Shelter, Deficit and Other Relief Supplies.		

- **Taskforce –Search and Rescue (including Evacuation):** Local evacuation provides human and critical resources to assist in search and rescue efforts.

Sr.No	Time sheet	Task	Implementing Department	Activities
1	Normal time	Risk assessment and sensitivity	Police, Revenue, Panchayat	To conduct public awareness programs on what to do and what not to do during various calamities.
2				Revising contact addresses Revising resource list Monitoring of strategic advance arrangements Periodic monitoring of work plan
3				Equipment regularly. Repair and maintenance of machines, purchase/provision of special machines.
4			D.E.O.C Police	Training and capacity building of special teams and volunteers in search and rescue techniques that change from time to time.
5	D-72 to D 0 During	Assess the situation	Resident Addi.Collector	Planning operations for search and rescue
6				Assessing risk and taking action.
9	D+1 to 24	Functions and arrangements	District Superintendent of Police	In case of emergency without prior warning, to urge the rescue forces to reach the scene immediately with their equipment and machinery.
10				If necessary cordon off the incident site.

11				Urgent task force at every level regarding disaster. (District, District and Village)
14			District Education Officer	Take the affected to a safe place
15				Verifying local level preparedness and reporting to Incident Commander.
16	From D+24 onwards	Reporting performance All levels	Resident Addi.Collector	To prepare regular reports on the functioning of the Task Force.
17				Continuing staff rotation
18				Continuous review and evaluation of performance
19				Preparation of final report. Thank various stakeholders for their support

- Taskforce - Damage assessment, survey and Documentation.

Leadership Department : Executive Engineer Roads and Buildings

Sr.No	Timesheet	Task	Implementing Department	Activities
1	Normal condition		D.E.O.C	To prepare a team of responsible officers and citizens to receive and assess the damage assessment sheet prepared by the state authority. Forming four types of teams for assessment. 1) Private Buildings 2) Roads, Bridges, Telephone Communications and Public Buildings 3) Agriculture and Water Resources 4) Industry and Commerce
2				To prepare a list including addresses and telephone numbers of persons who can assess the damage.
3	D + 24 hours	Loss assessment	R.& ..B. and PWD and Panchayat	Prepare an estimated cost sheet of personal and other resources required for damage assessment.
6				To obtain opinions about the revisions to the preliminary assessment and the complexity of the damages. To inform the higher authority for any clarification in the assessment details
7	D +24 to 72 hours and beyond	Complaint Prevention	Panchayat (for rural areas) Municipality (for urban areas)	Prepare a team for damage assessment and allocate specific damaged areas.
8				For any technical information required at the time of assessment of damages, providing a copy of the information to the assessor on the basis of which he can resolve the queries of the people on the spot.
11				Constantly reviewing and evaluating until the job is done.
12				Officially submit the final report to the higher authority

- Task force-: Relief Camp Management: (Temporary Accommodation, Food, Water, Electricity, Health) Psychosocial Care.

Workforce Lead Applicant: District Supply Officers

Sr.No	Time Sheet	Task	Implementing Department	Activities
1	Normal times		District Education Officer/	Determining the location of the relief camp and charting its capacity and available infrastructure.
2			Social Welfare Officer	Forming a team of people from community members, religious institutions, corporate sector who are willing to volunteer their services in relief camp arrangements. List their names and contacts.
3				Women, Children, Handicapped, Elderly, Dalit and Minority Communities in Relief Camp System Organizing workshops to increase sensitization
4				Liaise with government programs and other stakeholders for improvement of infrastructure at the relief camp site.
5	D-24 hours	Arrangement of relief camps	District Education Officer	Checking the location of relief camp and condition of rescue accommodation.
6			District Education Officer	Collecting the necessary equipment based on the verification report.
7		Counselling	District Social Security Officer	Creation of special team for housing and psychosocial care
8	D-0 to D+24 hrs	Housing and health related matters	Health, Panchayat, and Voluntary Institutions	Conducting meetings and fixing responsibility with local organizations and volunteers for arranging relief camps at specific locations. Publish report about local needs.

9			District Supply	Sending request to local organizations to provide food and other necessary materials.
10			Deputy Mamlatdar (All Supply) Social Welfare Officer	Budgeting of personnel and required resources so that a team does not have to work for more than 12 consecutive hours in a day.
11			Social Security Officer	Forming a local team including women, children and elderly members who will monitor the effectiveness and non-discrimination of the relief camp.
12				Preparing daily report for support regarding the matters covered in the arrangement and delivery of new requirements and sending it to the superior.
13	D + 1 day and ahead			Creating contingents for health, water supply, psychosocial care and housing.
14		Verification of the need for relief camps	Panchayat, and Health	Determining the future course of action in consultation with the local people on the necessity or closure of relief camps.
15				To carry out all the above specified tasks while the relief work is in progress.
			Social Security Officer	To prepare weekly and fortnightly reports on psycho social care and health.

- Taskforce –: Provides personnel and equipment assets related to public health and sanitation issues. and re-establish the normal medical care system.

Workforce Lead Prosecutor: Chief District Health Officer

Sr.No	Time sheet	Task	Implementing Department	Public Health and Sanitation
1	Normal condition			Tabulation of addresses and contact information of doctors, nurses, private and government clinics and hospitals, beds and ambulance availability.
2				List of trained volunteers for first aid services.
3	D - 24 hours	Verification of medical necessity	Health Department	Conducting meetings on matters of public health and sanitation and making estimates of personnel and resource requirements.
4				Coordinate with the camp management task force to provide necessary volunteers, first aid kits and other sanitation services. Designate an officer to coordinate with the police and local leaders to dispose of dead bodies after proper investigation and registration.to make alternate arrangement of electrical connection at all PM units.
5				Making a list of various materials for collection and obtaining approval.
6	D+24 hours	Distribution of work and identification of clusters of needs	At BHO and PHC level	Creation of Health and Sanitation Committee at District Headquarters.
7				Monitoring health and sanitation situation at all locations and making daily reports. Conduct daily meetings at the district headquarters to understand the situation and prepare a response plan.
8				Prepare report along with budget for water

				supply, sanitation promotion, child care and other needy needs.
9				If they require assistance, write a request letter to the district authority for assistance.
12	D+ Day 2 and ahead	Reporting and final documentation	CDHO, BHO and Medical Officer	To restore the physical infrastructure that facilitates health if damaged.
13				Conduct cleanliness campaign by forming a cleaning squad.
14				Constantly reviewing and re-evaluating work.
15				All services to continue uninterrupted till the situation returns to normal. Finalization of public health services by meeting all stakeholders.

- Taskforce -: Animal Health and Welfare-Provision of Health and Other Care of Animals.

Disaster Task Force Lead Officer : Deputy Director Animal Diseases and Breeding

Sr.No	Time sheet	Task	Implementing Department	Activities
1	Normal time			Preparation of list of animals and their health details and taking precautionary measures.
2				To prepare list and contacts of para animal health workers.
3				Preparation of list of animal hostels and cages.
4				Spread the word about insurance.
5				Identifying vulnerable areas and developing strategies for response.

6	During D 0 to D +72			Arrangement of transportation to rotate affected cattle.
7		Verification of quantity	Deputy Director of Animal Husbandry	Provide relief, fodder, water and medicine arrangements and monitoring of animals.
8				Be careful not to spread epidemics in animals
9	Later on		Veterinary Team	Reviewing response performance.
10	Beyond D +72			Document and case study the impact of disasters on livestock and related livelihoods.

Taskforce -: District Supply Office

Task Force Lead Applicant: Executive Engineer-Water Supply and Sewerage Board

Sr.No	Time sheet	Task	Implementing Department	Activities
1	Normal condition	Verification of required quantity of water	Water Supply Department	Establishment of Animal Availability, Capacity and Purity (Workforce)
2				Alternative Schemes for Water Distribution and Storage (Taskforce)
3				Commissioning of new and additional equipment (work force)
4				Maintain a surplus of supplies and equipment suitable for use with chemicals. (work force)
5	D - 24 hours			Hierarchy and shift system of employees
6				Providing Public Awareness on Water Consumption (Task Force)

7				Advising government and private sectors to conserve water supplies. (work force)
12	D+24 hours	Distribution of work and identification of clusters of needs.	Board of Water Supply and Development	Water Supply Planning and Prioritization of Water Users (Workforce)
13				Water Supply System Status and Damage Assessment (Workforce)
14				Employing Water Tankers (Work Force)
15				Repair/Rehabilitation of Water Supply System (Plan Based)
16				Distribution of Supply Stations/Distribution Safety
17				Ensure water distribution system workforce.
18				Coordinate provision of information on water distribution and storage and safe use of water
19	D+ Day 2 and ahead	Reporting and final documentation	Water Supply and Sewerage Board	Establish temporary water supply system
20				Focusing on permanent water supply volume.
21				Long Term Resettlement Plan and Fulfillment of Needs (Workforce)
22				Initiating reporting and documentation. (work force)
23				Resource allocation (workforce)
24				Training Session (Workforce and others)
25				Final report(work force)

Taskforce – Power Supply G.E.B.Modasa

Task Force Leader Department :Superintending EngineerUGVCL

Sr.No	Time sheet	Task	Implementing Department	Activities
1	Normal condition			Developing Contact List (Gujarat Vidyut Board)
2				Conducting informal risk and threat assessments/ (Gujarat Vidyut Board)
3				Develop disaster planning.
4	D - 24 hours	Verification of quantity required		Evaluating impacts as per standard operating procedures. (Gujarat Vidyut Board)
5				Prioritizing Response Actions (Gujarat Vidhut Board)
6				Take necessary measures to ensure that the power supply is not depleted.
7				Provision of additional equipment/resources (Gujarat Vidhut Board)
8				To be sure about unforeseen contingencies.
9	D+24 hours	Distribution of work and identification of clusters of needs		Make revisions to the plan based on performance data and evaluation. (Gujarat Vidhut Board)
10				Monitoring the status of action/process. (Gujarat Vidhut Board)
11				Maintain constant liaison with Control Room and HQ of GV Board regarding requirements, and achievements.
12				To review efforts for improvement.

				(Gujarat Vidhut Board)
13				Forming an intermediate coordinate system. (Gujarat Vidhut Board)
14				Conduct regular coordination meetings with other stakeholders
15				Initiate formal documentation of efforts.
16				To make alternate arrangement of power supply at relief camps/shelters, generators etc.
17	D+ Day 2 and ahead	Reporting and final documentation		Review of planning changes for safety (Gujarat Electricity Board)
18				A plan to normalize the situation, including additional safeguards if necessary. (Gujarat Vidhut Board)

- Taskforce –:Public Works Department – will provide the necessary manpower and equipment to assist local efforts to re-establish a functioning infrastructure.

Task Force Leader Department - Executive Engineer Roads and Buildings

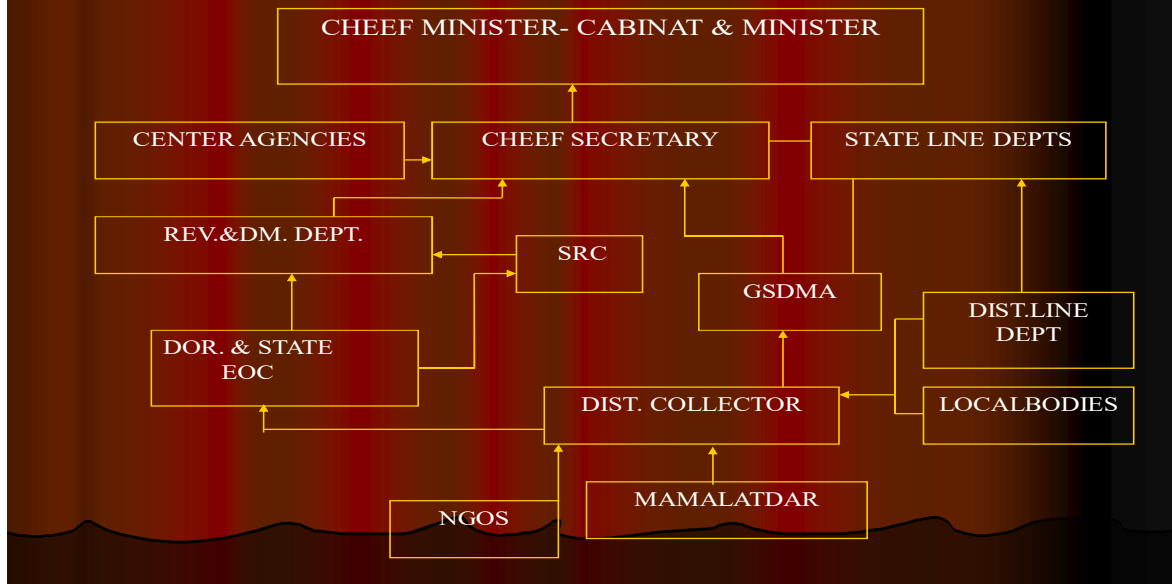
Sr.No	Time sheet	Task	Implementing Department	Activities
1	Normal condition			Prepare inventory of personnel, equipment and infrastructure.
2				Determining alternative routes for traffic and presenting maps.
6	D - 24 hours	Verification of quantity required		Discharge of employees and workforce.
7				Establish a control room.
8				Liaise with District Control Unit.
9	D+24 hours	Distribution of work and identification of clusters of needs		Recruiting and dispatching the team on priority basis.
10				Initiating damage assessment and inspection.
12				Develop action plan and liaise with control room.
13				Initiate hierarchical system of staffing and manpower planning.
14				Providing information regarding road access and infrastructure.
15	D+ Day 2 and ahead	Reporting and final documentation		Carry out detailed costing.
16				Improvement, repair and replacement of equipment and other equipment.
17				Lecture meeting
18				Preparation of final report.

- Shelter: Provides equipment and supplies to provide temporary shelter to disaster-affected populations.

- Task Force Leader Department: District Primary Education Officer.

Sr.NO	Time sheet	task	Implementing Department	Activities
1		Reportig And Documentary		Providing information about shelters to other task force officials.
2				Developing a working methodology for management of shelter establishment Shelters (places, ability, etc..) to develop a list.
4	D - 24 hours			To alert the shelter managers. To discharge the shelter managers.
5				Initiating the process of admitting dependents into the shelter.
6	D+24 hours			Reporting on the status of shelters.
7				A plan for prioritizing shelter utilization.
8				water,coordinating with other task forces for supply, food, health security (task force).providing help and assistance to dependents. and carrying on operations (task force).
09				Monitoring the status of shelters and movement of people (task force). Employ additional equipment.Disposing of equipment as deemed fit(manpower) Initiate improvement/remediation of the condition of shelters. (Work force).
10				
	D+24 Day 2 and ahead			Lesson Final report

Disaster Management In Gujarat



ROLE OF GSDMA

Gujarat State Disaster Management Authority

