

Revised :Nov 17,2013

**EXERCISE MANUAL**  
**Earthquake & Tsunami Mock Exercise**  
**Nov 20-22, 2013**



**DIRECTORATE OF DISASTER MANAGEMENT**

**2<sup>ND</sup> FLOOR, ANTI-CORRUPTION BUILDING**

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## 1. Mock Exercise- Objectives and Programme

### 1.1 Background:

Disasters when they occur, impact all irrespective of political, social, economic or geographic boundaries. There has been an increase in number of natural disasters over the past few years. The impact of such a calamity transcends physical components and impacts the socio-economic condition of affected persons and places.

The geographical location of Andaman and Nicobar Islands (ANI) makes them vulnerable to all types of geological and hydro-meteorological disasters. The earthquake of Dec 26, 2004 followed by Tsunami Waves is the living example that devastated and disrupted the lives of the Islanders.

A&N islands have been pursuing a paradigm shift in disaster management from a relief centric approach in the past to the current holistic one, encompassing all facets of disaster management. Any approach to disaster management should consider that a single death in any disaster is more than a loss of human life; it impacts the entire family and puts the environment around them under the stress.

The challenge before us is, therefore, is to strive towards higher levels of understanding, preparedness, mitigation efforts and response mechanism. This in turn needs to be backed by better coordination among different organizations, departments, Panchayati Raj Institutions, academic institutions, the civil society and citizens at large.

We have made long strides in several areas towards strengthening the institutional mechanism and response capacity for different activities related to disaster management. However, despite the best preparedness and highest response standards, disasters remain a challenge to humankind. Continuous updation and state of readiness become extremely important in disaster management.

An Earthquake & Tsunami Mock Exercise is proposed to be conducted at two levels [**Level – I Exercise (Communication for entire ANI) and Level – II Exercise (Mock Exercise for selected communities in ANI)**] from November 20-22, 2013 to test the efficacy and effectiveness of Disaster Preparedness of all the stakeholders of ANI under the supervision and in coordination with National Disaster Management Authority (NDMA) and National Institute of Disaster Management (NIDM), Ministry of Home Affairs (MHA), Government of India (GOI), New Delhi, National Disaster Response Force (NDRF), Indian National Centre for Ocean Information Services (INCOIS), Hyderabad, Indian Meteorological Department (IMD), Ministry of Earth Sciences (MoES), GOI, New Delhi, Andaman and Nicobar Command (ANC) and Coast Guard.

The mock exercise has been planned by painting a scenario to check response time and procedures followed by various stakeholders. This will help us in assess

preparedness level of departments and communities as well as inter-departmental coordination. Sound preparedness and effective response of various stakeholders to disaster is the key to success.

## 1.2 Exercise Objectives:

- i) Validate the warning system dissemination process for issuing Tsunami Bulletins to various disaster management organizations/institutions and other participating agencies.
- ii) Evaluate the processes and procedures of agencies receiving and confirming Tsunami Bulletins.
- iii) Evaluate the process of dissemination of bulletins/messages by the disaster management organizations to other responsible agencies within their area or to the public.
- iv) Hone the organizational decision making process about public warnings and evacuation.
- v) Identify proper communication methods that would be used to notify and instruct the public.
- vi) Record and assess community preparedness: the response time, methodology adopted, the arrangements made and system of evacuation of public from vulnerable areas.

The exercise will be coordinated by the Directorate of Disaster Management (DDM) at State Level and the respective District Administration in the three Districts.

## 1.3 Nature of Exercise and Location

**Level-I Exercise:** Communication Test on Nov 20, 2013 at 0930 IST in the entire A&N Islands.

**Level-II Exercise:** Mock Exercise with selected Communities on Nov 22, 2013 in the following areas:-

- South Andaman District: a) Wards 7 & 8 in Port Blair,  
b) Shorepoint, Bambooflat & Hopetown,
- Nicobar District: Mus, Kinmai, Small Lapathy, Kakana & Campbell Bay.
- North and Middle Andaman District: Aamkunj and Nimbutala

#### 1.4 Exercise Scenario for the Exercises.

Magnitude	: 9.0 Mw
Lat / Lon	: 3.35 N 95.96 E
Depth	: 10 km
Origin Time	: 0930 (IST)
Date	: November 20 <sup>th</sup> & 22 <sup>nd</sup> , 2013
Region	: Northern Sumatra

- The entire exercise will take approximately 04 hours.
- The scenario will replicate a major earthquake off the west coast of Northern Sumatra that will generate a devastating Tsunami that will affect Andaman and Nicobar Islands within 20-30 minutes from the occurrence of earthquake at 0930 IST.
- Indian Tsunami Early Warning Centre (ITEWC), INCOIS, Hyderabad will issue notification messages through Email, Fax, and SMS which will further be disseminated by the State Control Room (SCR) to all the stakeholders.

#### 1.5 Participants:

##### NATIONAL LEVEL:

MHA, NDMA, NIDM, NDRF, MoES, ANC (HQ), CG (HQ), INCOIS, IMD, .

##### UT LEVEL:

Stakeholders including:-

1.	District Administration South Andaman	14	Dr. Bhimrao Ambedkar Institute of Technology
2.	District Administration Nicobar	15	Transport Department
3.	District Administration North and Middle Andaman	16	Directorate of Civil Supplies and Consumer Affairs
4.	A&N Police	17	Fisheries Department
5.	A&N Police Fire Services	18	Social Welfare Department
6.	Health Department	19	Information Publicity & Tourism Department
7.	Andaman Public Works Department	20	Bharat Sanchar Nigam Ltd
8.	Electricity Department	21	Non-Governmental Organisation
9.	Directorate of Shipping Services	22	Airport Authority of India
10.	Port Management Board	23	PRIs
11.	Port Blair Municipal Council	24	NGOs

12.	A&N Command & Coast Guard	25	Community Task Force and Members of Selected Communities
13.	Directorate of Education		

## 2. Preparation and Exercise Schedule:

### 2.1 Date-Wise Schedule

Sl.No	Programmes	Date	Venue	Participants	Resource
01.	Standard Operating Procedure (SOP) Workshops	11/09/13	Megapode Conference Hall	All Head of Departments	INCOIS in coordination with DDM
		18/09/13	District Office, N&M Andaman	All Stakeholders of the N&M Andaman District	District Administration
		08/10/13	District Office, Car Nicobar	All Stakeholders of the Nicobar District	District Administration
		18/10/13	District Office, S/A	All Stakeholders of the South Andaman District	District Administration
02.	Sensitization Workshops	19/08/13- District Level. 7/10/13- Ferrargunj 29/10/13- Port Blair	District Office, S/A	Ward Councillors, Panchayati Raj Institutions members, Community Leaders, Community Task Force members, NGOs, Public representatives of all line departments	District Administration
		19/09/13	District Office, N&M Andaman	Panchayati Raj Institutions members, Community Leaders, Community Task Force members, NGOs, Public	District Administration

				representatives of all line departments.	
		09/10/13	District Office, Car Nicobar	Panchayati Raj Institutions members, Tribal Council members, Community Leaders, Community Task Force members, NGOs, Public representatives of all line departments.	District Administration
* In addition to this sensitisation workshops, meetings/interactions to be organised at community level so that public is aware of participation in mock exercise.					
<b>03.</b>	COMM TEST Exercise Level - I	20/11/13	ANI	All Control Rooms in ANI	INCOIS & SCR
<b>04.</b>	Table Top Exercise.	21/11/13	Secretariat	All Stakeholders of ANI	NDMA & three Districts (DC (N&M) & DC (Nicobar) through video conferencing.
** District will select a suitable date for district level table top exercise prior to Nov 20, 2013.					
<b>05.</b>	Mock Exercise Level – II	22/11/13	ANI	All stakeholders & Communities	UT Administration

## 2.2 Standard Operating Procedures (SOP) Workshops

A series of District Level SOP workshops will be conducted in the three Districts on **Sep 18, 2013 at N&M Andaman, Oct 08, 2013 at Car Nicobar and Oct 18, 2013 at South Andaman** in coordination with Directorate of Disaster Management. The **INCOIS** will conduct State Level SOP Workshop in ANI on **Sept 11, 2013**.

The SOPs of all the line departments will be reviewed in accordance with the hypothetical scenario created for the Level – I Exercise (COMM TEST) & Level – II Exercise (MOCK EXERCISE).

The SOP Workshop will be conducted to check the receipt of bulletins from the warning centres, action to be taken thereafter as well as instructions to public on what to do and where to go if tsunami warning is issued. SOPs of following line departments will be reviewed during workshop: -

State Control Room	Directorate of Civil Aviation
A&N Police	Zilla Parishad, South Andaman & N&M Andaman
Directorate of Shipping Services	District Administration, South Andaman
Port Management Board	District Administration, N&M Andaman
Directorate of Transport	District Administration, Nicobar District
Directorate of Health Services	Directorate of AH&VS
Port Blair Municipal Council	Secretary (GA)
Department of Forest & Environment	Directorate of Industries
Electricity Department	Directorate of Fisheries
A&N Command	APWD
Directorate of IP&T	Indian Oil Corporation
Directorate of Civil Supplies	Directorate of Agriculture
Department of Rural Development and Panchayati Raj Institutions	

### 2.3 Sensitization Workshops

A series of sensitization workshops will be conducted in the three Districts involving all the PRIs, Tribal Council Members, Community Leaders, Community Task Force Members and public representatives to sensitize the communities for Level – I (COMM TEST) & Level – II Exercises (MOCK EXERCISE) in coordination with Directorate of Disaster Management to check the response mechanism.

## 3. Level – I : Communication Exercise

(Please read INCOIS Manual circulated separately)

### 3.1 Ambit of the Exercise

All the Emergency Communication equipment installed at State Control Room (SCR) & Emergency Operation Centres (EOCs) and other control rooms of the ANI will be tested. Communication test will be carried out to check the functioning of various communication channels used for dissemination of Earthquake, Cyclones, Weather Forecast and Tsunami alert and warning. During this test a notification message will be disseminated initially informing the commencement of the communication test followed by the 12 tsunami bulletin notification messages. [Format of ITEWC Bulletin annexed at **Annexure-I**]

Distress alert/warning will be issued by INCOIS, Hyderabad and after decoding/analysing the same, it will be issued by the SCR to all EOCs. All



communication and warning systems will be checked across the Islands (Uptil Tehsil & SRO Level and all police control rooms). The purpose will be to ascertain the communication gap. All warning sirens will also be tested and to determine transmission times of messages.

List of emergency communication and warning equipment to be checked:-

- STD/ISD/FAX facility, BSNL net.
- Development Communication Network of DBRAIT.
- VHF Systems of Police, PMB, DSS, Forest and Electricity Dept. across all islands.
- 13 SAT Phones installed at EOCs.
- Video Conferencing with MHA and VOIP connectivity link with 41 DM stations (18 states) of mainland.
- Video conferencing with EOCs.
- Sirens of Electronic Display Boards
- Functioning of SMS Burst System installed at SCR and EOC, Port Blair
- Accessibility of Toll Free Helpline No.1077 of SCR and 1070 of District EOCs.
- Testing of 33 stand-alone Tsunami Sirens & 3 additional Sirens of DSS, DBRAIT & Forest.
- Megaphone at district level (Will be checked to see whether in working condition).
- VSAT Connectivity of INCOIS with SCR & 06 EOCs.
- PA System through VHF Wireless of Police.

### 3.2 COMM TEST Objectives

- a. Validate the dissemination process for tsunami notification messages.
- b. Validate the reception of the notification messages.
- c. Validate the access to password-protected web site containing bulletins, threat maps and tables of arrival times and maximum wave amplitudes relating to the tsunami scenario chosen for the test.
- d. Test communication and warning equipment.

### 3.3 Earthquake Scenario

Magnitude	: 9.0 Mw
Lat / Lon	: 3.35 N 95.96 E
Depth	: 10 km
Origin Time	: 0930 (IST)
Date	: November 20, 2013
Region	: Northern Sumatra

### 3.4 COMM TEST Notification Message

The commencement of the test will be announced by issuing a message from the State Control Room at 0930 hrs (IST) on Nov 20, 2013. Bulletin notification messages received from ITEWC will be issued as per the following time lines via Email, Fax and SMS:

Sl No.	Time of issue (IST)	Bulletin
	Nov 20, 2013 0930	Earthquake Occurs
1	0935	Type-I EQ Bulletin (9.0 M)
2	0940	Type-II EQ + Scenario Results (9.0 M)
3	0950	Type-III EQ + Scenario Results (9.0 M) + WL Obs
4	1045	Type-III EQ + Scenario Results (9.0 M) + WL Obs
5	1145	Type-III EQ + Scenario Results (9.0 M) + WL Obs
6	1245	Type-III EQ + Scenario Results (9.0 M) + WL Obs
7	1330	Final Bulletin- Threat Passed

### 3.5 COMM TEST Log Entries

A Communications Test Log form for each recipient to use is included at **Annexure-II**. Following the reception of each notification message from ITEWC and /or SCR, the log will include the following:-

- The arrival times of notification messages
- How the messages arrived (Email, Fax, SMS etc.)
- Whether or not the recipients are able to access the updated bulletin messages on the ITEWC website,
- Whether or not the recipients could understand the messages properly and estimate the threat level for their coastal region
- The individual action taken in response to tsunami bulletins received
- All the above Steps should be performed whenever the notification message arrives

### 3.6 Website link

The website is: Link: [http://www.incois.gov.in/Incois/tsunami/COMM\\_ntwclogin.jsp](http://www.incois.gov.in/Incois/tsunami/COMM_ntwclogin.jsp)

## 4. Table Top Exercise

While each district would have done their individual table top exercise earlier, a state level table top exercise will be organized with all the stakeholders/line departments on 21<sup>st</sup> November, 2013 for the particular scenario/exercise, facilitated by National Disaster Management Authority (NDMA). During the exercise, a thorough discussion

and deliberation may be done starting from the scenario until the final evaluation phase. Roles and Responsibilities of each team member of line departments/stakeholders may be clearly defined, which would be assessed during the actual exercise. Deputy Commissioner (N&M) and Deputy Commissioner (Nicobar) will participate with their teams through video conferencing.

## 5. Level – II: Mock Exercise

### 5.1 Description of Participating Communities

**Municipal Ward 7 & 8 in Port Blair:** Population to be involved in the exercise is 5,000 from the exposed area of 2.5 Sq.kms. These wards cover the Junglighat area and consist of both private residential area as well as fishing community area. This area also has the residential accommodation (Vijay Bagh) of Defence establishment. The area is densely populated and has settlements in the coastal areas also.

**Villages Shorepoint, Bambooflat and Hopetown in South Andaman:** Population to be involved in the exercise is 3,600 from the exposed area of 6.0 Sq.kms. This area is a rural area with a mixed population of Fishermen, Businessmen, Govt. Servants and Vegetable Vendors. This area also has the power plant as well as the LPG bottling plant.

**Villages Aamkunj and Nimbutala in Rangat:** The total population to be involved in the exercise is 2850 from the exposed area of 7.2 Sq.kms. This area has the main Rangat Jetty and Helipad. Rangat which is close by is a census town.

**Villages Mus, Kinmai, Small Lapathy and Big Lapathy in Car Nicobar:** The total population to be involved in the exercise is 1200 belonging to 92 Tuhets. These areas are close to the coast (such as Mus jetty) and consist of houses, schools, Sports Hostel, ITI, Church and the DRCS office.

**Campbell Bay in Great Nicobar:** The total population to be involved in the exercise is 1000 from the exposed area of 5.0 Sq.kms. This area has the main Bazar and all Administrative Building.

### 5.2 Issue of Alert/Warning

**Bulletin No- 1(earthquake bulletin) of INCOIS:-** Warning will be received in the SCR through the means of communication such as SMS, Fax and web site of Indian Tsunami Early Warning Centre (ITEWC) and Indian National Centre for Ocean Information Services (INCOIS), Hyderabad.

- Soon after the receipt of warning, the message will be disseminated through SMS burst system and Fax to members of UTDMEC, UTDMA & DDMA. Simultaneously, the messages will also be disseminated to concerned EOCs, Control Rooms and to Asst. Commissioners/Tehsildars/SROs through SMS burst system, Fax, Phone, VHF,SAT Phones and emails.

**Bulletin -2 :** Tsunami threat alert/warning Red will be issued by INCOIS/ITEWC.

- The messages will be transmitted to members of UTDMA, UTDMEC, DDMA and to various HODs, Concerned EOCs, Assistant Commissioner/ Tehsildars/SROs through SMS burst system, Fax, Phone, VHF,SAT Phones and Emails with advisories under Alert Warning (**Red**), issued by the service providers viz. INCOIS/ITEWC that, public should be advised to move in-land towards higher grounds. Vessels should move into Deep Ocean. And for the regions under Alert (**Orange**), public should be advised to avoid beaches and low-lying coastal areas. Vessels should move into Deep Ocean.
- The messages should be transmitted down to field level by concerned agencies/departments.
- SCR will issue directions to blow the Tsunami Siren (33 stand-alone Tsunami Sirens & 4 additional Sirens of DSS, DBRAIT & Forest alongwith sirens installed with the Electronic Display Board of INCOIS) to Deputy Commissioners, Asst. Commissioners, Tehsildars, Police, SROs and concerned departments.
- MHA will also be briefed through Fax/Email/VoIP link and Video Conferencing.
- Situation report will also be taken by the SCR from concerned EOCs/ACs/Tehsildar SRO and Station In-charge of Police stations situated in far flung areas.
- Sequential report of Incident will be recorded in regular intervals for apprising the Chief Secretary, Relief Commissioner and Secretary to LG.

### **5.3 Response Mechanism of Communities and Emergency Support Functionaries**

The initial response will begin with individuals saving themselves and others and making emergency exit, evacuating the closed structures to an open ground or to designated Refuge Areas.

Response from Emergency Support Functionaries will follow. The response will be to tsunami threat which will include evacuation of coastal areas; ships will have to move towards deep Ocean. This also includes Search & Rescue Operations within the target structure soon after evacuation, providing first aid to the injured victims, shifting the victims to the nearest Medical Centre, communicating the information to the relatives of the victims, carrying the traumatised, head counting/attendance to be done/taken and helping the saved ones to reach their destinations safely. Teams and their responsibilities can be increased or decreased as per the situation.

## 6. Roles & Responsibilities for the Exercise

Roles & Responsibilities are explained below:

*Note:-*

- (1) *Earthquake and Tsunami Mock Disaster Management Exercise will be conducted from Nov 20 to Nov 22, 2013 in ANI for Level – I and Level-II participants. Scenario painted for L<sub>3</sub> scale of disaster. [Ref.ANI DM Plan – 2012].*
- (2) *Chief Secretary will be the Responsible Officer at UT Level for this particular exercise and Commissioner- cum- Secretary (DM&RR) will be the Incident Commander at the UT Level.*
- (3) *Deputy Commissioners will be the Responsible Officer in their respective district.*
- (4) *Communication Protocol*
  - a) *Deputy Commissioners will report to Commissioner-cum-Secretary (RR&DM) (UT Level Incident Commander)/Chief Secretary (Responsible Officer).*
  - b) *All HoDs will report to Commissioner-cum-Secretary (RR&DM) (UT Level Incident Commander), if necessary to Responsible Officer.*
  - c) *District level officials will report to Deputy Commissioners (District level Responsible Officer)*
- (5) *Incident Response Teams (IRTs) as per their pre-designated duties and responsibilities as prescribed under the Incident Response System (IRS) guidelines and/or in the ANI DM Plan-2012 as per chapter – VII will come into action.*

- (6) *Soon after receipt of Disaster Threat Message, Incident Action Plan [IAP] will be prepared. Standard Operating Procedures will be activated by all the IRTs without waiting for any directions from their respective headquarters.*
- (7) *Action on the lines indicated below is to be carried out for all three districts depending upon the directions of Deputy Commissioner.*
- (8) *All Departments/Agencies will depute their pre-designated Nodal Officer(DM) to report to IC.*

<b>AGENCY/DEPT.</b>	<b>ROLES AND RESPONSIBILITIES</b>
<p>Chief Secretary will be the Responsible Officer (RO) for UT Level</p>	<ol style="list-style-type: none"> <li>1. After evaluating and assessing the status of disaster situation, immediately take command of the State Control Room (SCR).</li> <li>2. Set overall objectives and incident-related priorities.</li> <li>3. Contact Deputy Commissioners and take stock of the situation monitor deployment of SAR team, MFR team and their response.</li> <li>4. Based on reports from Deputy Commissioner and heads of the line departments concerned, issue additional directions, where necessary for the Search and Rescue, Evacuation, Relief and Rehabilitation for smooth operations.</li> <li>5. Coordinate with the Central Govt. for mobilization of Armed Forces, Air Support etc. as and when required.</li> <li>6. Assess the requirement and deployment of additional task team and tactical resources including Air and Ship Support and any additional support from ANC.</li> <li>7. Call emergency meeting of UTDMEC, if necessary.</li> <li>8. Brief public and media, if necessary from time to time.</li> <li>9. Monitor the situation until the issuance of All Clear Message received from the Service Providers.</li> <li>10. Keep the Hon'ble Lt. Governor who is Chairperson of UTDMA informed of the progress of incident response.</li> </ol>
<p>Commissioner-cum-Secretary (RR&amp;DM) as Incident Commander (IC) for UT Level</p>	<ol style="list-style-type: none"> <li>1. Assess the situation and/or obtain a briefing from prior incident commander.</li> <li>2. Determine incident objectives and strategy.</li> <li>3. Ensure use of all emergency communication system.</li> <li>4. Implement the directions issued by RO from time to time.</li> <li>5. Assist the RO in assessment of the requirement of deployment of additional force, Air Transport Support for relief, Air dropping of immediate relief items and food packages.</li> <li>6. Based on reports from Deputy Commissioner and heads of the line departments concerned, assist RO for Search and Rescue, Evacuation, Relief and Rehabilitation for smooth operations.</li> </ol>

	<ol style="list-style-type: none"> <li>7. Ensuring receipt of SITREPs at regular intervals from all the affected areas.</li> <li>8. Based on reports of DCs, monitor arrangements of Refuge Area, Relief Shelters and Relief Godowns.</li> <li>9. Onward submission of SITREPs to MHA Control Room, and NDMA Control Room from time to time.</li> <li>10. Assess additional requirement of NDRF's SAR Team.</li> <li>11. Assess additional requirement of Relief Items from one District to another.</li> </ol>
A&N Command	<ol style="list-style-type: none"> <li>1. The representatives of Ops room HQ ANC, and CGCC to participate in the SOP workshop for the conduct of the COMM test and Mock Exercise.</li> <li>2. Representatives of the Armed Forces are to be stationed in the Directorate of Disaster Management (DDM) which will provide the separate cell for the Armed Forces.</li> <li>3. A platoon of armed forces to be stationed at the premises of the SCR with mobile communication equipment for SAR Operations &amp; MFR.</li> <li>4. All other command stations of ANC are to be stationed at HQ, stations of other Islands put on alert stage RED.</li> <li>5. Respond to request of assistance of RO/ICs/SCR.</li> <li>6. Be ready for Air operations, if required to intensify SAR, Relief and MFR.</li> </ol>
National Disaster Response Force	<ol style="list-style-type: none"> <li>1. NDRF personnel to be deployed for SAR ops at affected sites as per the directions so received from the RO/IC/SCR.</li> <li>2. Commandant, NDRF (stationed at Port Blair) will act as Nodal Officer and report to RO from time to time.</li> <li>3. The team after receiving the orders will activate their Standard Operating Procedures in coordination with quick response team of Police.</li> </ol>
Indian National Centre for Ocean Information Services	<ol style="list-style-type: none"> <li>1. Conduct SOP workshop in Secretariat.</li> <li>2. INCOIS, Hyderabad will disseminate the 12 COMM Test bulletins from 0930 hrs onwards on, Nov 20, 2013 and Nov 22, 2013 for conducting Mock Exercise through all available modes of communication viz. website, Fax, SMS, video conf. through DMS link established in the SCR.</li> <li>3. Observation and Evaluation of the final report of the COMM Test and Mock Exercise submitted by the SCR.</li> </ol>
National Disaster Management Authority	<ol style="list-style-type: none"> <li>1. Conduct Table Top Exercise in the Secretariat on Nov 21, 2013.</li> <li>2. Observe, Monitor and supervise all the activities during the Mock Exercise.</li> <li>3. Observation Report after completion of the Mock Exercise to be submitted to the Administration.</li> </ol>

<p>State Control Room, Directorate of Disaster Management</p>	<ol style="list-style-type: none"> <li>1. Conduct COMM TEST on Nov 20, 2013 for Level – I participants.</li> <li>2. Conduct Mock Exercise in ANI on Nov 22, 2013 for Level – II participants.</li> <li>3. INCOIS will disseminate the <b>Bulletin-1</b> in accordance with the pre-painted Mock Exercise scenario. Soon after the receipt of the disaster message SCR will decode, analyse and disseminate the message to all EOCs, Control Rooms, UTDMA, UTDMEC, and DDMA and simultaneously to all the Stakeholders of ANI, other agencies and communities for action.</li> <li>4. Soon after the receipt of <b>Bulletin -2</b> regarding occurrence of earthquake of Magnitude 9.2 Mw having potential of tsunami generation with wave amplitude more than 02 mtrs, appropriate message to be disseminated including activation of Tsunami Sirens in vulnerable areas.</li> </ol> <table border="1" data-bbox="485 869 1401 1783"> <thead> <tr> <th>Threat Status</th> <th>Earthquake &amp; Wave amplitude Criteria (inMw/Mtrs)</th> <th>Siren to be blown at the time of threat</th> <th>Advice</th> <th>Dissemination to</th> </tr> </thead> <tbody> <tr> <td style="background-color: yellow;"><b>WATCH</b></td> <td>&gt; 6.5 /0.5</td> <td>One Long Blast</td> <td>No Immediate Action</td> <td>MHA, UTDMEC, UTDMA, ALL EOC &amp; Control Rooms, DDMA,</td> </tr> <tr> <td style="background-color: orange;"><b>ALERT</b></td> <td>&gt; 6.5 /0.52 to 2.0</td> <td>Two Long Blasts</td> <td>1.Evacuate coastal areas and move to higher ground. 2.Vessels to move into deep ocean</td> <td>MHA, UTDMEC, UTDMA, ALL EOC &amp; Control Rooms, DDMA, public &amp; media</td> </tr> <tr> <td style="background-color: red;"><b>WARNING</b></td> <td>&gt; 6.5 &gt; 2.00</td> <td>Three Long Blasts</td> <td>People in affected areas to vacate Vessels to move into deep ocean</td> <td>MHA, UTDMEC, UTDMA, ALL EOC &amp; Control Rooms, DDMA, public &amp; media</td> </tr> <tr> <td style="background-color: green;"><b>GREEN</b></td> <td colspan="4">All clear message will issued by the State Control Room</td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>5. Directions of the RO and IC will be followed for SAR operations, MFR, Response and to meet requirements generated from the line departments/site operation centres.</li> </ol>	Threat Status	Earthquake & Wave amplitude Criteria (inMw/Mtrs)	Siren to be blown at the time of threat	Advice	Dissemination to	<b>WATCH</b>	> 6.5 /0.5	One Long Blast	No Immediate Action	MHA, UTDMEC, UTDMA, ALL EOC & Control Rooms, DDMA,	<b>ALERT</b>	> 6.5 /0.52 to 2.0	Two Long Blasts	1.Evacuate coastal areas and move to higher ground. 2.Vessels to move into deep ocean	MHA, UTDMEC, UTDMA, ALL EOC & Control Rooms, DDMA, public & media	<b>WARNING</b>	> 6.5 > 2.00	Three Long Blasts	People in affected areas to vacate Vessels to move into deep ocean	MHA, UTDMEC, UTDMA, ALL EOC & Control Rooms, DDMA, public & media	<b>GREEN</b>	All clear message will issued by the State Control Room			
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<p>Deputy Commissioners of</p>	<ol style="list-style-type: none"> <li>1. Districts to hold SOP workshop for Agencies/Departments of all the three Districts</li> </ol>																									



District Administration	<ol style="list-style-type: none"> <li>2. Districts to organise sensitisation workshops for all Ward Councillors, Panchayati Raj Institutions members, Tribal Council members, Community Leaders, Community Task Force members and members of public</li> <li>3. In addition, interaction/meetings/workshops to be organised at community level to ensure that the entire public is aware of participation in the Mock Exercise.</li> <li>4. During District Level Table Top Exercise, all Districts to simulate the Emergency Situation in Conference Room Environment to simulate the development, training, testing and evaluation of disaster plans and SOPs and to elicit constructive discussion from the participants to assess plans, procedures and preparedness. A final combined Table Top Exercise for the three districts would be conducted through Video Conferencing on Nov 21, 2013.</li> <li>5. To send the distress alert message, to prepare District wise Incident Action Plan (IAP).</li> <li>6. Activation of Standard Operating Procedure</li> <li>7. Ensure activation of EOCs concerned in consultation with SCR.</li> <li>8. All EOCs to be in touch with all other Control Rooms established by the Line Depts.</li> <li>9. Observe website of INCOIS or message from SCR</li> <li>10. Disseminate alert/warning to departments/agencies/public.</li> <li>11. Analyse the information and intimate to the higher authorities</li> <li>12. Assess the Incident Report from affected areas.</li> <li>13. Direction for evacuation, if necessary.</li> <li>14. Establishment of Incident Command Post equipped with all communication equipment.</li> <li>15. Request for involvement of other agencies for evacuation viz- Air support, Ship support etc.</li> <li>16. Mapping of Evacuation Sites/staging areas in nearby identified relief shelters, high rise areas or in the refuge area.</li> <li>17. Ensure deployment of SAR teams viz. NDRF Police, Fire, MFR (Medical),VTF, APWD, Electricity, Forest, PMB, PBMC, PRIs , Tribal Council Members, representatives of Public and other Agencies</li> <li>18. Ensuring Law &amp; Order, Traffic Management and Guidance &amp; Assistance.</li> <li>19. Arrange for the area of operation to be cordoned off at each site under their jurisdiction.</li> <li>20. Establishment of MFR Centre.</li> <li>21. Ensure activation of Hospitals.</li> <li>22. Ensure facilities available at Refuge areas, Relief Shelters.</li> <li>23. Ensure immediate dispatch of Relief Materials and Equipment to</li> </ol>
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	<p>the site of operation.</p> <ol style="list-style-type: none"> <li>24. Reports at regular intervals to RO/IC and/or to the SCR.</li> <li>25. Ensure logistic arrangements at Relief Shelters.</li> <li>26. Assessment of Damage.</li> <li>27. Restoration of essential services.</li> <li>28. All EOCs have to maintain events reports during Mock Exercise and submit final report to SCR.</li> </ol>
A&N Police	<ol style="list-style-type: none"> <li>1. On receipt of the alert/warning, disseminate information to all police officers/personnel and ensure action is initiated in each District as per the SOP.</li> <li>2. DGP to furnish regular reports to Chief Secretary (RO) and Nodal Officer (DM) to report to Commissioner-cum-Secretary (RR&amp;DM) (UT level IC).</li> <li>3. Take stock of the situation and monitor the deployment of Quick Response Team (QRT) for SAR.</li> <li>4. Arrange to receive the incident reports from the incident site.</li> <li>5. Implement the IAP.</li> <li>6. Overall supervision of the action taken up by the Police and Fire Services.</li> <li>7. Nodal Officer (DM) to supervise the following: - <ol style="list-style-type: none"> <li>i. PCR to open their VHF Channel 7 exclusively for the use of disaster management purposes.</li> <li>ii. All other communication channels and SAT phones to be operationalized.</li> <li>iii. Trigger the mechanism to activate all the task forces immediately</li> <li>iv. Cordon off the affected site</li> <li>v. Ensure Law and order by keeping the public away from the incident sites.</li> <li>vi. Traffic should be diverted away from the affected site and route map should be prepared for easy approach of DMOs , SAR team and MFR team</li> <li>vii. Immediate deployment of QRTs and SAR Teams to the affected areas.</li> <li>viii. Leader of QRTs and SAR teams to intimate the position of the area immediately to the Control Room.</li> <li>ix. The leader of QRT will assist the NDRF in SAR &amp; MFR.</li> <li>x. Assess the situation and spontaneously intimate the requirement.</li> <li>xi. Make a note of victims: males, females and children intimate to SCR.</li> <li>xii. Extricate and stabilize the victims</li> <li>xiii. Evacuate with the assistance of SAR team and or the VTFs identified by the district Admn. and/or the NGOs.</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>xiv. Sort out the victims on the basis of the seriousness               <ul style="list-style-type: none"> <li>a) Green-Ambulatory</li> <li>b) Yellow-Serious</li> <li>c) Red-Critically injured</li> <li>d) Black-Dead or Fatally injured</li> <li>f) Move to nearest hospital by ambulance/other vehicles</li> </ul> </li> <li>8. Maintain/send events management reports to SCR for updating sequential report to the RO/IC and submit the authenticated final report to RO.</li> <li>10. Wait for all clear messages before demobilising the personnel in operation in shift wise.</li> </ul>
<p>A&amp;N Police Fire Services</p>	<ul style="list-style-type: none"> <li>1. Soon after receipt of the Disaster Alert, the officer-in-Charge should move to the spot with all rescue and fire fighting equipment as per the SOP and simultaneously intimate the SCR for confirmation of the disaster/incident.</li> <li>2. Nodal Officer (DM) to report to IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Officer-in-Charge after assessing the situation will intimate to SCR regarding additional requirement of tactical resources, if any.</li> <li>5. Deploy Fire Service Ambulances on the spot.</li> <li>6. Fire Service Secure the scene. Identify the affected area and cordon off the area with scene tape.</li> <li>7. Gain entry into collapsed structures</li> <li>8. Identify potential victims inside the collapsed structure</li> <li>9. Stabilize the victims</li> <li>10. Extricate the victims</li> <li>11. Evacuate victims with the assistance of Tehsildars and NGOs</li> <li>12. Triage and Sort out the victims on the basis of the seriousness               <ul style="list-style-type: none"> <li>a) Green-Ambulatory</li> <li>b) Yellow-Serious</li> <li>c) Red-Critically injured</li> <li>d) Black-Dead or Fatally injured</li> </ul> </li> <li>13. Move injured to nearest hospital by ambulance/other vehicles.</li> <li>14. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ul>
<p>Health Services.</p>	<ul style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) immediately alerts all the staff concerned and ensure that action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Medical First Responder Team consisting of a Doctor, Nurses and Ward Boy with first aid equipment will rush to the incident site and sort out of the victims evacuated by the police fire and quick response team.</li> <li>5. Sort out the victims on the basis of the seriousness</li> </ul>

	<ul style="list-style-type: none"> <li>a) Green-Ambulatory</li> <li>b) Yellow-Serious</li> <li>c) Red-Critically injured</li> <li>d) Black-Dead or fatally injured</li> <li>6. Pre-hospital treatment at MFR Centre</li> <li>7. Move injured to nearest hospital by ambulance/other vehicles.</li> <li>8. Ensure availability of emergency medicines.</li> <li>9. Call the off duty Doctors, Staffs, Nurses and other staff as per requirement.</li> <li>10. Make suitable arrangements of Doctors and paramedical staff &amp; first aid equipment at incident site</li> <li>11. Nodal officer disaster management to make note of the victims location-wise.</li> <li>12. Ensure safe evacuation after first aid.</li> <li>13. Activate Hospitals (both Govt. &amp; Private)</li> <li>14. Special Ward for Disaster Victims</li> <li>15. ICU activation &amp; create Surgery Capacity/Capability at all hospitals</li> <li>16. Open up trauma centre for the victims</li> <li>17. Wait for alert status green before demobilising the teams in operation.</li> <li>18. Maintain events reports during Mock Exercise and final report will be submitted to SCR</li> </ul>
<p>Transport</p>	<ul style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Call on duty and all the off duty staff as per requirement</li> <li>5. Ensure immediate arrangement of transportation for evacuation of affected people from the affected site to the Relief Shelters.</li> <li>6. Restoration of Transport Services at the affected site.</li> <li>7. Maintain events management reports during Mock Exercise and submit final report to SCR</li> </ul>
<p>Shipping Services</p>	<ul style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Directions must be issued as per SOP to all the Captains of the Vessels to move into deep ocean/sea.</li> <li>5. Ensure evacuation of all the duty staff/officials from Harbour site to raised areas.</li> <li>6. DSS Control Room to watch for any SOS and take necessary action. Intimate SOS calls so received to SCR.</li> </ul>

	<ol style="list-style-type: none"> <li>7. Request for any additional requirement, if necessary.</li> <li>8. Restoration of Shipping Services.</li> <li>9. Provide ship support for deployment of task forces and essential commodities to affected Islands.</li> <li>10. Provide Ship support for evacuation.</li> <li>11. Wait for alert status green before demobilising the teams in operation.</li> <li>12. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>Port Management Board</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Disseminate tsunami warning to all ports, wharfs, jetties and vessels and ensure all vessels should be moved in deep sea.</li> <li>5. Directions must be issued as per SOP to all Vessels to move into deep ocean/sea.</li> <li>6. Ensure evacuation of all the duty staff/officials from Harbour site to raised areas.</li> <li>7. Alert all the PMB towers in the islands for dissemination of alert warning to nearby boats/ships to be stationed away from the shore side till the threat status green has not been issued by the SCR.</li> <li>8. PMB Control Room to watch for any SOS and take necessary action. Intimate SOS calls so received to SCR.</li> <li>9. Request for any additional requirement, if necessary.</li> <li>10. Restoration of ports, wharfs and jetties Services.</li> <li>11. Provide support for deployment of task forces and essential commodities to affected Islands at ports, wharfs and jetties.</li> <li>12. Provide support for evacuation.</li> <li>13. Wait for alert status green before demobilising the teams in operation.</li> <li>14. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>APWD</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. All the staff of the APWD to report on duty immediately.</li> <li>4. Take information regarding disaster sites from SCR and activate their available resources and/ or the tactical resources of the agencies for rescue operation.</li> <li>5. Initiate action as per IAP.</li> <li>6. Ensure Water Supply, Sanitation in the Refuge areas, Relief</li> </ol>

	<p>Shelters and Relief Camps.</p> <ol style="list-style-type: none"> <li>7. Restoration of Services by APWD Task Force.</li> <li>8. Clearance and restoration of road at affected sites.</li> <li>9. All tactical resources to be moved to the incident sites to assist SAR team.</li> <li>10. Assessment of damage and request for additional support if required.</li> <li>11. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
Port Blair Municipal Council	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP.</li> <li>4. Clearance and restoration of road at affected sites in municipal area.</li> <li>5. To assist SAR team.</li> <li>6. Deployment of Task Team to the affected sites.</li> <li>7. Restoration of Water Supply, Sanitation in the Refuge Areas, Relief Shelters and Relief Godowns.</li> <li>8. Restoration of Services by PBMC Task Force.</li> <li>9. Assessment of Damage.</li> <li>10. Wait for alert status green before demobilising the teams in operation.</li> <li>11. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
Electricity	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP.</li> <li>4. Shutdown power where necessary and intimate it to the RO/IC</li> <li>5. Deployment of Task Team at the affected sites.</li> <li>6. Provide power backup at SCR, EOCs, Incident Command Post, MFR and Relief Shelters, Refuge Areas and Relief Godowns.</li> <li>7. Restoration of Power Supply at appropriate stage.</li> <li>8. Wait for alert status green before demobilising the teams in operation.</li> <li>9. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
Civil Supplies & Consumer Affairs	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> </ol>

	<ol style="list-style-type: none"> <li>3. Initiate action as per IAP.</li> <li>4. Ensure sufficient stock of edible items.</li> <li>5. Immediate supply of emergency relief supplies to the Refuge Areas and Relief Shelters after confirming the requirement from DCs.</li> <li>6. Procurement of additional requirement for emergency relief stores and its deployment/dispatch to other required stations as per the requirement generated from DCs.</li> <li>7. Arrangement of food for task teams and relief shelters.</li> <li>8. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>Education</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff &amp; schools concerned and ensure action is initiated in each District as per the SOP/School DM Plan in respective schools.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Ensure safe evacuation of students from the affected areas.</li> <li>5. Ensure operation of Relief Godowns, Refuge Area and Relief Shelters identified in schools of ANI.</li> <li>6. Make reports regarding casualties and damages.</li> <li>7. Coordinate all the work in support for rescue operation.</li> <li>8. Ensure arrangements in the Relief Shelters for basic civic amenities.</li> <li>9. Time to time report of action and requirements may be intimated to SCR.</li> <li>10. Ensure damage assessment of schools from the heads of the institutions reaches immediately.</li> <li>11. Maintain events reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>Fisheries</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP.</li> <li>4. Dissemination of Tsunami warning to fishermen and fishing vessels/boats,</li> <li>5. Ensure movement of vessels/boats into deep sea.</li> <li>6. Assess damage at fish landing jetties.</li> <li>7. Report casualties and damage in fisherman settlement areas.</li> <li>8. Report to SCR about the distress alerts received from fishermen.</li> <li>9. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>



<p>Social Welfare</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Arrangement to be made for trauma counselling/psycho social support at relief camps/shelters.</li> <li>5. To extend all support to District Administration for shelter management.</li> <li>6. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>Information, Publicity and Tourism</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Prepare and release information about the incident to the media/agencies/persons/officers with the approval of Relief Commissioner/IC.</li> <li>5. Disseminate of Tsunami warnings in all Tourist places in ANI and to all local Tour Agencies.</li> <li>6. To extend support to District Administration for safe evacuation of tourists from affected sites.</li> <li>7. To undertakes Media Management and to assist RO in this regard.</li> <li>8. Obtain information from all agencies including Media regarding the incident that may be useful to incident planning.</li> <li>9. Display and keep updating incident status for information of public.</li> <li>10. Coordinate with IMD to collect weather information and pass it to all concerned.</li> <li>11. Perform such other duties as instructed by IC.</li> <li>12. Maintain records of various activities performed.</li> <li>13. Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
<p>BSNL</p>	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Assessment of damage and restoration of communication network.</li> <li>5. Ensure all communication equipment installed at SCR, EOCs is functioning.</li> <li>6. Ensure other available means for failsafe communication channels between SCR, EOCs and important emergency support functionaries.</li> <li>7. One JTO to be stationed at SCR and EOCs.</li> </ol>



	<ol style="list-style-type: none"> <li>Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
Animal Husbandry & Veterinary Services	<ol style="list-style-type: none"> <li>After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>Nodal Officer (DM) to report to the IC.</li> <li>Initiate action as per IAP.</li> <li>Make arrangements for taking stock of livestock.</li> <li>Prepare area wise report and submit to SCR.</li> <li>Disposal of carcasses.</li> <li>Maintain events management reports during Mock Exercise and final report will be submitted to SCR.</li> </ol>
Agriculture	<ol style="list-style-type: none"> <li>After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>Nodal Officer (DM) to report to the IC.</li> <li>Initiate action as per IAP</li> <li>Make arrangements for taking stock of damage to crops and food grains.</li> <li>Prepare area wise report and submit to SCR.</li> <li>Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
IT Department	<ol style="list-style-type: none"> <li>After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>Nodal Officer (DM) to report to the IC.</li> <li>Initiate action as per IAP.</li> <li>Nodal Officer (DM) to check with SCR and EOCs the situation regarding communication links available for rescue and relief operations and assist in this regard.</li> <li>Maintain events management reports during Mock Exercise and submit final report to SCR.</li> </ol>
Finance	<ol style="list-style-type: none"> <li>After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated in each District as per the SOP.</li> <li>Nodal Officer (DM) to report to the IC.</li> <li>To assist in procurement and making fund available where ever necessary.</li> <li>In accordance with IAP Prepare list of resources to be procured / outsourced, obtain orders of competent authority as per financial rules and take steps for their procurement without procedural delay.</li> <li>Ensure that time records of hired equipment, personnel and their services are accurately computed as per government norms for</li> </ol>

	<p>payment.</p> <ol style="list-style-type: none"> <li>6. Examine / Scrutinize cost involved in the disaster management operations keep IC/RO informed.</li> <li>7. Ensure that all obligation documents initiated at the incident are properly prepared, verified, completed and signed by appropriate authority.</li> <li>8. Brief on all incident –related financial issues needing attention or follow-up.</li> <li>9. Perform such other duties as instructed by RO / IC ;and</li> <li>10. Maintain records of various activities performed.</li> </ol>
Airport Authority of India, Port Blair	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the Nodal Officer (DM) to immediately alert all the staff concerned and ensure action is initiated as per the SOP.</li> <li>2. Nodal Officer (DM) to report to the IC.</li> <li>3. Initiate action as per IAP</li> <li>4. Assess situation at air strip/airport and intimate it to SCR.</li> <li>5. Ensure accesses of the SAR, MFR teams and other disaster managers.</li> <li>6. Ensure the air strip functions and arrange for landing of emergency operation teams from mainland with relief materials.</li> <li>7. Periodical situation report be given to SCR.</li> </ol>
PRI	<ol style="list-style-type: none"> <li>1. After receipt of the disaster alert, the PRI Members to issue alert immediately to concerned communities and ensure action of Village Task Forces.</li> <li>2. PRI members intimate the readiness of VTF with the concerned Deputy Commissioner (District Level Responsible Officer) or Assistant Commissioner (Incident Commander).</li> <li>3. PRIs to ensure clearance and restoration of road at affected sites to assist approach of SAR team.</li> <li>4. Ensure restoration of water supply, sanitation in the Refuge Areas, Relief Shelters and Relief Godowns.</li> <li>5. Ensure assistance for assessing damage of their concerned area.</li> <li>6. Request to District level Responsible Officer/Incident Commander for additional requirement, if any.</li> <li>7. Ensure safety and security of the VTF and community.</li> <li>8. Maintain events management reports during Mock Exercise and submit final report to District Level RO/IC.</li> </ol>
Community	<ol style="list-style-type: none"> <li>1. Community Task Forces after activation of alert/warning should report to the nearest incident site and assist in smooth evacuation, if damage has occurred.</li> <li>2. Pre-Identified Voluntary task teams must report to the Incident Command Post and divide themselves as per the expertise in the field of Search and Rescue, Evacuation Team, First Aid Team and coordinate with MFR teams, NDRF teams and Quick Response Teams in the rescue operation.</li> </ol>

	3. Demobilisation of their task team must be reported in Incident Command Post.
NGOs	<ol style="list-style-type: none"> <li>1. After the disaster alert, all NGOs will engage themselves in SAR operation as per the directions of the RO/IC/SCR.</li> <li>2. Assist informing all concerned for smooth evacuation and in maintaining law and order.</li> <li>3. Reports regarding affected area to be given to SCR/EOC.</li> <li>4. Assist SAR &amp; MFR Teams.</li> <li>5. Details of participants must be recorded in the Incident Command Post.</li> <li>6. Demobilisation of their task team must be reported in Incident Command Post.</li> </ol>

**Note: All Incident Response Teams/Line Departments/Institutions will act as per their Standard Operating Procedure and report to Incident Commander.**

#### 7. Appointment of Observers

The Mock Exercise will be observed by the representatives from NDMA and observers drawn from various agencies.

#### 8. Evaluation

1. After the COMM Test, post evaluation exercise will have to be conducted. The format annexed in Annexure-II is required to be filled up by each stakeholder and Faxed to the **SCR (03192238880)** or sent by email to **addmops.and@nic.in** after the **All Clear Message** is received from the SCR.
2. Monitoring and evaluating the entire exercise is a must. A debriefing session of the stakeholders involved in mock exercise will be organized at UT and district levels to evaluate the strengths and weaknesses, problems and solutions etc. which may be rectified in future exercises. Documentation of the entire mock exercise will be done for future reference.
  - The Exercise will be video-graphed and still photographs would be taken.
  - Reports will be sent by all Stake Holders and Observers
  - Evaluation report will be generated based on the reports of all stake holders/ Emergency Support Functionaries and observers.
  - Lessons Learnt will be circulated to all.

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## 9. Annexures

### Annexure-I

#### ITEWC TSUNAMI BULLETIN NOTIFICATION MESSAGES - FORMAT

The following is the example of the tsunami bulletin notification messages that will be communicated during COMMs test.

TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST

-----  
 TEST TSUNAMI BULLETIN NOTIFICATION MESSAGE NUMBER 1  
 INDIAN TSUNAMI EARLY WARNING CENTRE (ITEWC)  
 Issued at 0930 1ST Wednesday 20<sup>th</sup>, November 2013  
 -----

TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST

TO: NATIONAL TSUNAMI BULLETIN RECIPIENTS

FROM: ITEWC

\* \* \* COMMUNICATIONS TEST OF THE INDIAN EARLY WARNING CENTRE \* \* \*

\*\*\* THIS IS NOT A REAL TSUNAMI EVENT \*\*\*

**NOTIFICATION:**

ITEWC has just issued TEST TSUNAMI BULLETIN NUMBER 1 (Earthquake Bulletin) for the Indian Ocean, based on the following TEST earthquake event:

<b>Magnitude</b>	<b>: 9.0 Mw</b>
<b>Lat / Lon</b>	<b>: 3.35 N 95.96 E</b>
<b>Depth</b>	<b>: 10 km</b>
<b>Origin Time</b>	<b>: 0930 (IST)</b>
<b>Date</b>	<b>: November 20-22, 2013</b>
<b>Region</b>	<b>: Northern Sumatra</b>

To view the bulletins go to the ITEWC website at:

[http://www.incois.gov.in/Incois/tsunami/COM\\_national.jsp](http://www.incois.gov.in/Incois/tsunami/COM_national.jsp)

Note: This is a restricted-access website containing technical data for administrators only. It is not for general public access

General public information for this event is available from:

Indian Tsunami Early Warning Centre (ITEWC)  
 Indian National Centre for Ocean Information Services (INCOIS)  
 Hyderabad, India  
 Phone: 91-40-23895011  
 Fax: 91-40-23895012  
 Email: [tsunami@incois.gov.in](mailto:tsunami@incois.gov.in)  
 Web: [www.incois.gov.in](http://www.incois.gov.in)

END OF TEST NOTIFICATION MESSAGE

-----  
 TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST TEST

Notes: The words highlighted in red have been added to the normal notification message format for the purposes of the Communications Test.

**Annexure-II****POST EXERCISE EVALUATION****PART -1****COMMUNICATION TEST LOG: 20<sup>TH</sup> NOVEMBER, 2013**

Please fill up the details in this form and return it to SCR by Fax (03102238880) or email ([addmops.and.nic.in](mailto:addmops.and.nic.in) and it to [srinivas@incois.gov.in](mailto:srinivas@incois.gov.in))

**NAME OF THE RECIPIENT** :

**ORGANIZATION NAME** :

**ADDRESS** :

**Details of Tsunami Notifications Received**

Message Sent Time (IST)	Received Time (IST) (through web site)	How Received	ITEWC Website Accessible? (Y/N)	Comments
<b>Test Start (0930)</b>		Fax		
		Email		
		SMS		
		HF		
		VHF		
<b>Bulletin 1 (0935)</b>		Land Line		
		Fax		
		Email		
		SMS		
		HF		
<b>Bulletin 2 (0940)</b>		VHF		
		Land Line		
		Fax		
		Email		
		SMS		
<b>Bulletin 3 (0950)</b>		HF		
		VHF		
		Land Line		
		Fax		
		Email		
<b>Bulletin 4 (1045)</b>		SMS		
		Email		
		Fax		

		HF			
		VHF			
		Land Line			
Bulletin 5 (1145)		Fax			
		Email			
		SMS			
		HF			
		VHF			
Bulletin 6 (1245)		Land Line			
		Fax			
		Email			
		SMS			
		HF			
Bulletin 7 (1330)		VHF			
		Land Line			
		Fax			
		Email			
		SMS			

Q 1) Whether the recipients could understand the bulletins and estimate the threat level to their coastal region?

Any other suggestions, if any

**Part – II**

**BULLETIN REPORTS**

Bulletin No. & Time	Other modes of communication	Comments Working/Not working/recipient not Available
Bulletin No. [ ]	SAT Phones [ ] VC (DCN/INCOIS) [ ] Hotlines [ ] VOIP Links of INCOIS [ ]	
Bulletin No. [ ]	SAT Phones [ ] VC (DCN/INCOIS) [ ] Hotlines [ ] VOIP Links of INCOIS [ ]	
Bulletin No. [ ]	SAT Phones [ ] VC (DCN/INCOIS) [ ] Hotlines [ ] VOIP Links of INCOIS [ ]	
Bulletin No. [ ]	SAT Phones [ ]	

	<b>VC (DCN/INCOIS)</b> [ ]	
	<b>Hotlines</b> [ ]	
	<b>VOIP Links of INCOIS</b> [ ]	
<b>Bulletin No.</b> [ ]		
<b>Bulletin No.</b> [ ]		
<b>Bulletin No.</b>		
<b>Bulletin No.</b>		

## Part – III

**SIRENS REPORTS**

<b>Sl. No.</b>	<b>Location of Siren</b>	<b>Time of Blast</b>	<b>Working/ Not Working</b>
1.	Secretariat		
2.	DBRAIT		
3.	DSS Marine		
4.	Chatham Saw Mill (Forest Dept)		
5.	Police Station Aberdeen		
6.	Police Station Pahargaon		
7.	Police Station Chatham		
8.	Police Station Bambooflat		
9.	Police Station Ograbraj		
10.	Police Station Chouldari		
11.	Police Station Humfrigungj		
12.	EOC Carnicobar		
13.	EOC Kamorta		
14.	EOC Campbellbay		
15.	Tirur Jarawa Protection Post		
16.	IOC		
17.	Katchal - A.E Office APWD		

18.	Teressa - A.E Office APWD		
19.	Chowra - JE Office, APWD		
20.	O.P Wimberlygunj		
21.	O.P Ferrargunj		
22.	Police Booth, Hati taapu		
23.	Police Station. Neil		
24.	Police Station Havelock		
25.	OP 19 Km R.K Pur L/ Andaman		
26.	OP Tirur		
27.	OP Radhanagar		
28.	Rajiv Gandhi Aquaculture, Kodiyghat		
29.	Forest Guest House, Carbyns Cove		
30.	Fire Station, Hut Bay (L/ Andaman)		
31.	JNRM College, Port Blair		
32.	Fish Landing Centre, Junglighat		
33.	Rangat, N&M Andaman		

### **ELECTRONIC DISPLAY BOARDS REPORTS**

<b>Sl. No.</b>	<b>Location of EDBs</b>	<b>Time of Blast</b>	<b>Working/ Not Working</b>
1.	State Control Room		
2.	EOC Campbell Bay		
3.	EOC Kamorta		
4.	EOC Mayabunder		
5.	EOC Car Nicobar		
6.	MRCC Port Blair		



7.	MRCC Diglipur		
8.	Junglighat (Fisheries)		
9.	Rangat(Fisheries)		
10.	Hut Bay (Fisheries)		
11.	Police Control Room		
12.	ANC (JOC)		
13.	MRCC C/Bay		

**Authorised Signatory**

**Level – II Mock Exercise**

**Mock Disaster Management Exercise Evaluation Form**

**Participating Agency:**  \_\_\_\_\_

**Contact Details**

Contact Name:	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		
Name of Organisation/Authority	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		
	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		
Address	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		
	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		
Phone	<span style="background-color: yellow; display: inline-block; width: 50%; height: 15px;"></span>	Fax:	<span style="background-color: yellow; display: inline-block; width: 50%; height: 15px;"></span>
Email	<span style="background-color: yellow; display: inline-block; width: 100%; height: 15px;"></span>		

**1) How was the exercise planning, conduct, format, and style**

Excellent:       Good:       Satisfactory:       Average:

**2) Did your agency develop a specific SOP to handle Tsunami Warnings?**

Yes       No

If YES, please give brief details:

**3) Was your agency SOP followed during the Mock Exercise?**

Yes  No

4) How (through what information source i.e. SEOC/INCOIS/Other Supervising Authorities) and at what time (IST) did you learn that a big earthquake had taken place?

How (Information Source):  Time (IST):

5) Did you receive notification messages?

Yes  No

6) If yes, how did you receive the messages (cross more than one box if appropriate)?

Email:  Fax:  Phone:  SMS  Website

If YES, please complete the tables on the following pages (all times in IST).

7) Was information about the earthquake received from other sources?

Yes  No  If YES, please provide details:

8) Was any action taken BEFORE receiving the earthquake/tsunami notification messages?

Yes  No

If YES, please give details:

9) What action was taken AFTER receiving the first message? Please list times (IST) as well as actions. Include details of organisations or government agencies contacted.

Action Taken	Time (IST)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

(Add more rows if necessary)

10) Did your agency/organization issue a tsunami warning and tsunami related information to other agencies?

Yes:

No:

If YES, please specify:

Type of information released, and to which agencies	Time (IST)
██████████	██████████
██████████	██████████
██████████	██████████
██████████	██████████
██████████	██████████

11) Was the information in the bulletins easily understandable?

Yes:

No:

12) Was the information in the bulletin converted to actionable advice before passing on to other agencies or to the Public?

Yes:

No:

13) How was the warning issued to agencies?

Method used to communicate information with agencies	Yes/No
Phone (indicate whether by commercial or dedicated line)	██████████
SMS	██████████
Email	██████████
Fax	██████████
Other	██████████

14) Was a tsunami warning and tsunami related information issued to the public?

Yes:

No:

Type of information released to the public	Issued by	Time (IST)
██████████	██████████	██████████
██████████	██████████	██████████


**15) How was the warning/information communicated with the public?**

Method used to communicate information with the public	Yes/No
Telephone	
SMS	
Cell/mobile phone broadcast	
Public Radio	
Public TV	
Twitter	
Facebook	
RSS	
Websites	
Sirens	
Public announcement systems	
Public call centre	
Police	
Door-to-door announcements	
Other (specify)	

**16) Assess the elapsed time until the public was notified and instructed**

The following times applied to us:

Activity	Elapsed Time (e.g. 1hr 15mins)
Making a decision on public warning (From time of receipt of warning from Tsunami Warning Centre)	
Formulation/compilation of public notification (From time of decision)	

Activation of public notification systems (From time of notification formulated)	████████
Total Time	████████

**17) Did your agency/organization send tsunami warning information to the media?**

Yes  No

If YES, please specify:

Type of electronic media (TV, radio):

████████

Mode of communication used to send information to media (email, fax, SMS etc):

████████

Type of information broadcast by national media (breaking news, running text etc):

████████

Time of first broadcast (IST):

████████

**18) If a warning was issued, at what time was the warning cancelled (IST)? What was the reason for cancellation? How was this information communicated to the public?**

Time of Cancellation: ██████████

Reason for Cancellation: ██████████

Communication method: ██████████

**19) Were there any communication problems with distributing the tsunami warning or cancellation information? (e.g., mobile phone network or websites overload or broken, people not answering phones, etc).**

Yes  No

If YES, please provide details: ██████████

**20) Did the SEOC/INCOIS/Other Supervising Authorities maintain communication with your agency throughout the event?**

Yes:  No:

**21) Did your agency provide regular feedback/situation report to SEOC/INCOIS/Other Supervising Authorities?**

Yes:  No:

If YES, provide details:

Type of feedback provided (eg: bulletin receipt or observed water levels or public evacuation status, etc)	Provided to Whom (eg: SEOC/DEOC/INCOIS/Other Supervising Authorities, etc)	Time (IST)
██████████	██████████	██████████
██████████	██████████	██████████
██████████	██████████	██████████
██████████	██████████	██████████
██████████	██████████	██████████

(Add more rows if necessary)

**22) Were any actions taken by the local disaster management organisations (SEOC/DEOC/Police/Other Line Departments)?**

Yes:  No:

If YES, provide details: ██████████

Action taken by local disaster management organisations	Time (IST)
██████████	██████████
██████████	██████████
██████████	██████████
██████████	██████████
██████████	██████████

(Add more rows if necessary)

**23) Were any areas evacuated?**

Yes:  No:

If YES, please provide details in the following table:

Area Evacuated	Time (IST)	Estimated No. People Evacuated


(Add more rows if necessary)

**24) Were Tsunami inundation maps available for evacuated areas?**

Yes:                       No:

If YES, please provide details:

**25) Did you have previously-defined evacuation routes, evacuation signs and assembly points for those evacuated areas?**

Yes:                       No:

If YES, please provide details:

**26) If an evacuation occurred, did the process happen smoothly?**

Yes:                       No:

If NO, please provide details of problems encountered:

**27) Did people in some areas self-evacuate before a warning was issued?**

Yes:                       No:

If YES, please provide details in the following table:

<b>Area</b>	<b>Time (IST)</b>	<b>Estimated No. People who Self-Evacuated</b>

(Add more rows if necessary)

**28) The exercise contributed to the improvement or the development of planning related to public warnings and other response activities required for an event of this nature.**

Yes:

No:

If NO, please provide details:

**29) What sort of training events or other assistance from SEOC/INCOIS would be useful for your agency/organization and other response organisations in the next 12 months?**

Standard Operating Procedures training

Media awareness training

Community awareness and preparedness training

Exercises and drills training

Other – please specify:

**30) OTHER INFORMATION**

Please feel free to provide any further information you would like to be included in the report. This could include comments which you can type below, or attachments such as photographs, or any other documents you consider relevant.



**Annexure – III**

**INCIDENT ACTION PLAN**

- A. Initial information and assessment of the damage and incident maps etc.
  
- B. Assessment of resources required
  
- C. Formulation of Incident objectives and conducting strategies meeting
  
- D. Operation briefing
  
- E. Implementation of Incident Action Plan
  
- F. Formation of Objectives for the next operation

(Enclosed IRS 001, 002, 003, 004, 005, 006, 007, 008, 009 & 010)

**Annexure-IV**

**Incident Briefing – IRS Form 001**

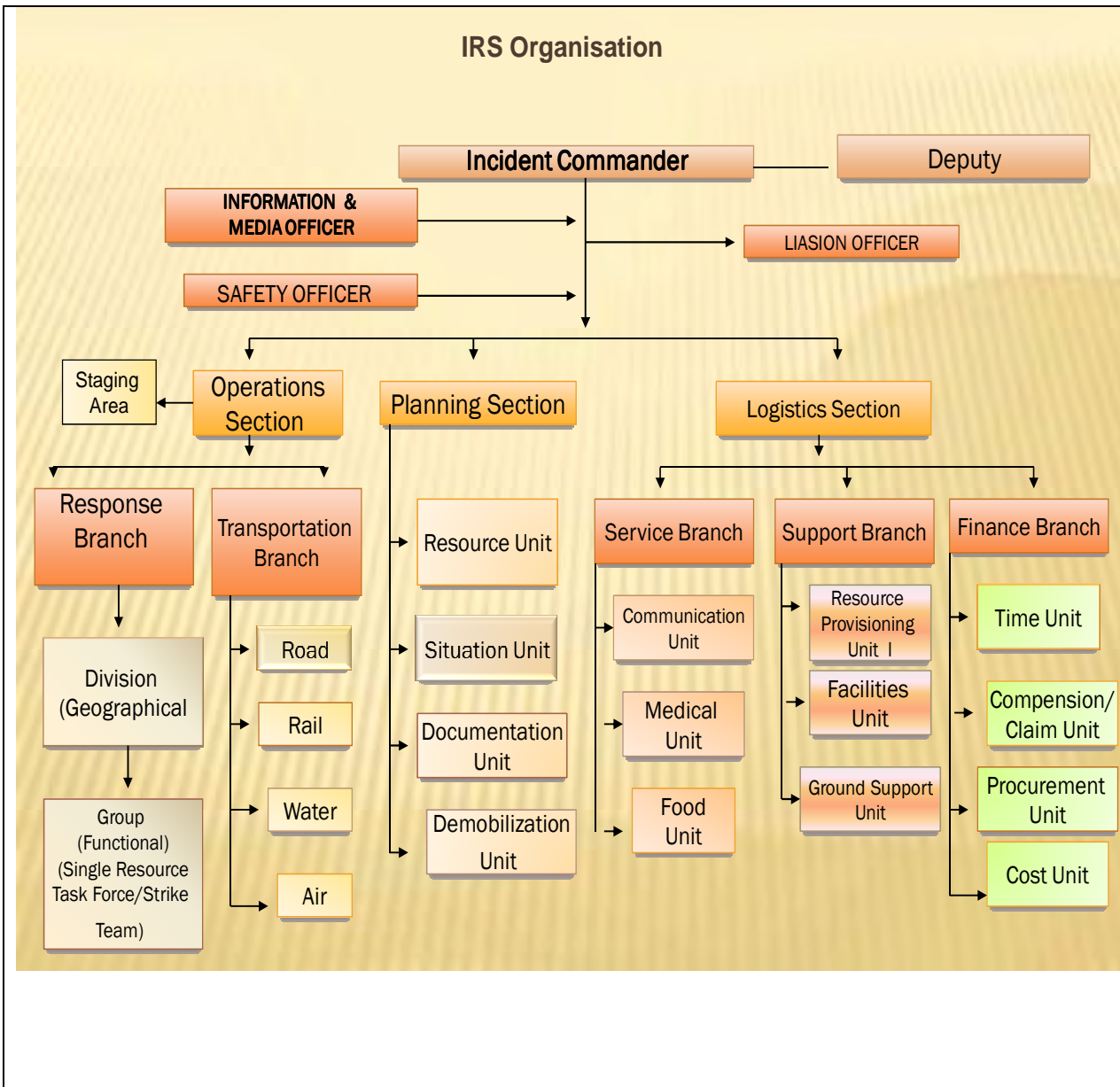
Attach a separate sheet under each heading in case space is not sufficient

<b>1. Incident Name</b>	
2. Map Sketch (Give details of the affected site)	
Date Prepared	Time Prepared

Source: Adapted from ICS Form 201

Contd...

<b>3. Summary of Current Actions</b>
<b>a. Action already taken</b>
<b>b. Action to be taken</b>
<b>c. Difficulties if any in response including mobilisation of resources and manpower</b>
<b>4. Current Organisation (Brief about activated section of IRT)</b>
<b>Highlight the activated Sections / Branches / Units</b>



### 5. Resources Summary

Resources Ordered	Source	ETA	Site of Deployment	Assignments


\_\_\_\_\_

Prepared By (Name & Position)

\_\_\_\_\_

Signature

**Annexure – V**

**Incident Status Summary (ISS) – IRS Form 002  
(Major Components)**

*Attach a separate sheet in case space is not sufficient*

<b>1. Name of the incident :</b> _____		<b>2.Name of the IRT:</b> _____			<b>3. Operational Period</b> _____		<b>4. Prepared</b>	
							<b>Date:</b>	
							<b>Time:</b>	
<b>5. Name of the IC:</b> _____					<b>6. Phone No. :</b> _____			
<b>7. Current Situation (Nos. of Casualty)</b>								
(a)	(b)	(c)	(d)	(e)	Dead	Identified and	Unidentified	
Locations	Injured	Treated	Discharged	Patients referred (Specify Hospitals with locations)		cremated / buried dead bodies	dead bodies	
<b>8. Status of Infrastructure (Put tick mark)</b>								
(a)	(b)	(c)	(d)	<b>9. Threats, if any which may be increase severity of incident may be indicated</b>				
Infrastructure	Not Damaged	Partially Damaged	Completely Damaged					
Road								
Railways								

Airport				
Water Supply				
Electricity Supply				
Communication Network				
Communities / Critical Infrastructure				
Residence				
Any Other (Specify)				

10. Resources deployed for response with descriptions							
(a)	(b)				(c)		(d)
Locations	Resources				ESF Involved		Activities
	Human Resources	Equipments			Gov.	Non Gov .	
		Kind	Type	Quantity			

11. Need for additional resources							
(a)				(b)			
Resource Details				Source of Mobilization			
Kind		Type		Quantity			
12. Remarks if any:							
13. Name and Designation of Officer prepared by _____							



**Annexure – VI**

**Unit Log – IRS Form 003  
(Major Components)**

Attach a separate sheet if space is not sufficient

1. Name of the incident: _____	2. Name of the Section: _____	3. Operational Period:	4. Prepared	
			Date:	
			Time:	
5. Name of the Units	6. Work Assigned with Resources	7. Name of the Site	8. Status of work	
			(a)	(b)
			Completed	Not completed

<b>9. Specify accident / incident / weather conditions which may increase severity of incident</b>		
<b>(a)</b>	<b>(b)</b>	<b>(c)</b>
<b>Time</b>	<b>Locations</b>	<b>Action taken or suggested</b>
<p><b>10.</b> Name and designation of officer Prepared by _____</p>		

**Annexure – VII**

**Record of Performed Activities – IRS Form 004  
(Major Components)**

*(Attach a separate sheet, if space is not sufficient)*

<b>1. Name of the incident:</b> _____	<b>2. Operational Period:</b>	<b>3. Prepared</b>
		<b>Date:</b>
		<b>Time:</b>
<b>4. Name of the Section:</b> _____  Branch / Division / Unit: _____		
<b>5. Name of the Facilities where (ICP / Incident Base / Camp / Relief Camp / Staging Area, Medical Camp / Helibase / Helipad / Any other ) Division or Unit is deployed (Specify with exact location).</b>		
<b>6. Work Assigned</b>	<b>7. Status of work (Put tick mark)</b>	
	(a)	(b)
	Completed	Not completed
<b>8. Any incident / accident during the response and action taken</b>		
(a)	(b)	
Incident / Accident (Specify, if any )	Action Taken	

<p><b>9. Name and designation of officer Prepared by</b>  <i>(Specify Name Position and Section):</i></p> <p>_____</p> <p><i>(Prepared by all responders bellow the Section)</i></p>	<p><b>10. Despatch:</b>  Date: _____  Time: _____</p> <p>_____</p> <p><b>11. Signature of Receiving Officer</b></p>

**Annexure – VIII**

**Organization Assignment List – IRS Form 005  
(Major Components)**

*(Attach a separate sheet if space is not sufficient)*

This assignment list will be prepared as per IAP and will be circulated among all the responders and supervisory staff at the beginning of each operational period by the respective Section chiefs.

<b>1. Name of the Incident:</b>  _____	<b>2. Operational Period:</b>  _____	<b>3. Prepared</b>
		<b>Date:</b>
		<b>Time:</b>
<b>4. Name of the section to whom work assigned:</b> _____		
<b>5. Name of the supervisory Officer concerned:</b> _____		
<b>6. Name of the responder:</b> _____		
<b>7. list of task assigned</b>		
(a) _____		
(b) _____		
(c) _____		
(d) _____		
(e) _____		
<b>8. Name and designation of officer</b>  <b>Prepared by:</b>	<b>9. Approved by:</b>	

**Annexure – IX**

**Incident Check-in and Deployment list – IRS Form 006  
(Major Components)  
(Attach a separate sheet if space is not sufficient)**

<b>1. Name of the incident:</b> _____		<b>2. Name of the Section/Branch/Division/Unit and Facility:</b> _____				<b>3. Operational Period:</b>			<b>4. Prepared</b>		
									<b>Date:</b>		
									<b>Time:</b>		
<b>5. Resource check-in information</b>			<b>6. Source of Mobilisation</b>		<b>7. Check-in</b>		<b>8. Status of Resources</b>				
(a)	(b)		(a)	(b)	(a)	(b)	(a)	(b)	(c)	(d)	(e)
Personnel	Equipment		Govt.	Private	Date	Time	If still in Facility	Sick/Out of Service/ Maintenance	Location of site if deployed (Specified)	Date	Time
	Kind	Type					Put Tick Mark				

**Annexure –X**

**On Duty Officer List – IRS Form 007  
(Major Components)**  
*(Attach a separate sheet if space is not sufficient)*  
*This will be maintained by all the Section and sent to RO through IC*

<b>1. Name of the incident:</b> _____			<b>2. Name of the Section/Branch/Division/Unit and Facility:</b> _____			<b>3. Operational Period:</b>		<b>4. Prepared</b>	
								Date:	
								Time:	
<b>Sl</b>	<b>5. Name of Officer</b>	<b>6. Designation in Normal Period</b>	<b>7. Phone No. /E-mail ID</b>	<b>8. IRS Position for the Incident</b>	<b>9. Location of Deployment</b>	<b>10. Location of Camp with Contact Details</b>		<b>11. Any other Information</b>	
<b>12. Name and designation of officer Prepared by</b>					<b>13. Signature of the Section Chief</b>			<b>14. Dispatch</b>	
					_____			Date	
					<b>13. Signature of the Section Chief</b>			Time	

**Annexure –XI**

**Medical Plan – IRS Form 008  
(Major Components)**

*Attach a separate sheet if space is not sufficient*

<b>1. Name of the Incident:</b>  		<b>2. Operational Period:</b>  		<b>3. Prepared</b>				<b>4. Total Nos. of medical aid camp to be established:</b>					
				Date:									
				Time:									
<b>4.1 Sl.No.</b>	<b>4.2 Location (s)</b>	<b>4.3 Resources Available in the medical camp</b>											
		(a)	(b)	(c)	(d)		(e)		(f)				
		No. of Medical Officer	No. of Paramedics Staff	Others (ANM & Trained volunteers Specify)	Life saving drugs/ Appliances		Facilities of referral services and Blood Banks		Any other (Specify)				
					Yes	No	Yes	No					
<b>5. Status of Ambulances Services</b>			<b>6. Availability of Regular Medical Facilities (Specify in Nos.)</b>										
(a)	(b)	(c)	<b>6.1 Govt</b>						<b>6.2 Private</b>				
<b>Name of the</b>	<b>Address &amp;</b>	<b>Paramedics</b>	(a)	(b)	(c)	(d)	(e)	(a)	(b)	(c)	(d)	(e)	(f)



Ambulance Service Provider	Contact No.	No	Locations	Sub Centre	PHC	Hospitals	Medical College	Locations	Clinic	Nursing Home	Hospitals	Medical College	RMP
<b>7. Road map of the area circulated among the ambulance service</b>				<b>8. Referral Medical Facilities in the Neighborhood</b>									
(a)	(b)	(a)				(b)				(c)			
Yes	No	<b>Location</b>				<b>Address</b>				<b>Specialization</b>			
<b>9. Name and designation of officer Prepared by (Medical Unit):</b>					<b>10. Approved by</b>								
_____					_____								

**Annexure –XII**

**Communication Plan – IRS Form 009  
(Major Components)**  
*(Attach a separate sheet if space is not sufficient)*

<b>1. Name of the Incident:</b>  _____			<b>2. Operational Period:</b>  _____				<b>3. Prepared</b>					
							Date: _____					
							Time: _____					
<b>3. List of locations where communication is available</b>												
(a)	(b)	(c)		(d)								
Name of location	Organisation	Requirement of Backup Power Supply		Type of communication								
		Yes	No	Wireless <span style="font-size: 2em; opacity: 0.5;">ddm</span>			Telephone			HAM Radio	Web	
				HF	VHF	Morse	Land line	Mobile	Satellite		E-mail	Skype
<b>4. List of locations where communication has to be setup</b>												
(a)	(b)	(c)	(d)	(e)								

Name of location	Organisation responsible	Requirement of Backup Power Supply		Personnel requirement (Specify Nos. if required)		Type of communication								
						Wireless			Telephone			HAM Radio	Web	
						HF	VHF	Morse	Land line	Mobile	Satellite		E-mail	Skype
		Yes	No	Yes	No									
<b>5. Arrangements for repair and replacement of faulty sets:</b> _____ _____						<b>6. In stock available sets (Specify Nos., kind and type):</b> _____ _____								
<b>7. Networking plan for integrating inter-organisational communication facilities with the local setup (Army / NDRF, etc.) – weather repeater or relay setup is required or not</b>						<b>8. Transport requirements for supervision and maintenance:</b>								
<b>9. Name and designation of officer Prepared by:</b> _____														

**Annexure –XIII**

**Demobilisation Plan - IRS Form 010  
(Major Components)**  
*(Attach a separate sheet if space is not sufficient)*

<b>1. Name of the incident:</b>  _____	<b>2. Name of the Section/Branch/Division/Unit to be demobilized (Specify):</b>  _____				<b>3. Operational Period:</b>	<b>4. Prepared</b>	
						Date:	
						Time:	
<b>5. Name of responder (s) / details of resources to be demobilized</b>	<b>6. Location from where demobilization will take place</b>	<b>7. Date &amp; Time</b>	<b>8. Mode of transport</b>	<b>9. Transit destination, if any</b>	<b>10. Final Destination &amp; name of agency to whom returned</b>	<b>11. Ultimate destination agency notified or not</b>	
						Yes	No
			ddm				
<b>12. Demobilisation plan for out of service equipments and sick personnel</b>							
(a)	(b)	(c)	(d)	(e)	(f)	(g)	
<b>Name of sick personnel / out of</b>	<b>Location from where</b>	<b>Date &amp; Time</b>	<b>Mode of transport</b>	<b>Transit destination,</b>	<b>Final Destination &amp; name of agency to</b>	<b>Ultimate destination agency</b>	

service equipments	demobilization will take place			if any	whom returned	notified or not	
						Yes	No
<b>13. Name and designation of officer Prepared by:</b> _____		ddm _____ <b>14. Approved by</b>			<b>15. Issued by:</b> _____		

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## 10. Details of Authorities Constituted

### A. Andaman and Nicobar Islands Union Territory Disaster Management Authority (UTDMA)

In exercise of the powers conferred under sub-section (1) of the section 14 of the Disaster Management Act 2005, the UT Administration has established the A&N Islands Union Territory Disaster Management Authority which presently consists of the following :-

1.	Lt. Governor, A&N Islands	Chairman
2.	Member of Parliament, A&N Islands	Member
3.	Chief Secretary, A&N Admn.	Member
4.	Director General of Police, A&N Admn.	Member
5.	Chief of Staff, Andaman & Nicobar Command	Member
6.	Principal Chief Conservator of Forest, A&N Admn.	Member
7.	Development Commissioner/Secretary (Agriculture and Fisheries), A&N Admn.	Member
8.	Principal Secretary (Health), A&N Admn.	Member
9.	Commissioner-cum-Secretary (RR&DM), A&N Admn.	Member

### B. Union Territory Disaster Management Executive Committee

The Union Territory of Andaman Administration in exercise of the powers conferred under sub-section (1) of the section 20 of the Disaster Management Act 2005 has established the Union Territory Disaster Management Executive Committee which presently consists of the following members:-

1.	Chief Secretary, A&N Admn.	- Chairperson
2.	Director General of Police, A&N Admn.	- Member
3.	Chief of Staff, ANC	- Member
4.	Development Commissioner/Secretary (Agriculture and Fisheries), A&N Admn..	- Member
5.	Commissioner-cum-Secretary (Shipping), A&N Admn.	- Member
6.	Principal Secretary (Health), A&N Admn.	- Member
7.	Commissioner-cum-Secy (APWD), A&N Admn.	- Member
8.	Chief Engineer, APWD, A&N Admn.	- Member
9.	Chief General Manager, BSNL	- Member
10.	In-Charge, Meteorological Dept., A&N Islands	- Member
11.	Officer-in-charge, NIOT, A&N Islands	- Member
12.	Commissioner-cum-Secretary (R&R)	- Member Secretary

**C. DISTRICT DISASTER MANAGEMENT AUTHORITIES FOR THE DISTRICT OF SOUTH ANDAMAN, NORTH & MIDDLE ANDAMAN AND NICOBAR DISTRICT.**

The Union Territory of Andaman & Nicobar Administration in exercise of the powers conferred under sub-section (1) of the section 14 of the Disaster Management Act 2005 has established the District Disaster Management Authority for the districts of South Andaman, North & Middle Andaman and Nicobar District which presently consists of the following: -

**a) SOUTH ANDAMAN DISTRICT**

- |   |                         |
|---|-------------------------|
| 1. Deputy Commissioner, South Andaman               | - Chairperson           |
| 2. Adhyaksha, Zilla Parishad                        | - Co-Chairperson        |
| 3. Superintending Engineer (CC-1, APWD)             | - Member                |
| 4. Superintendent of Police (South Andaman)         | - Member                |
| 5. General Manager, BSNL, A&N Islands               | - Member                |
| 6. Director (Health Services)                       | - Member                |
| 7. Director (Education)                             | - Member                |
| 8. Superintending Engineer (Electricity)            | - Member                |
| 9. Director (Shipping Services)                     | - Member                |
| 10. Additional District Magistrate (South Andaman)- | Chief Executive Officer |

**b. NORTH AND MIDDLE ANDAMAN DISTRICT**

- |   |                         |
|---|-------------------------|
| 1. Deputy Commissioner (N&MA)               | - Chairperson           |
| 2. Adhyaksha, Zilla Parishad                | - Co-Chairperson        |
| 3. Superintendent of Police(N&M Andaman )   | - Member                |
| 4. Dy. General Manager/SDO BSNL             | - Member                |
| 5. Chief Medical Officer, Mayabunder        | - Member                |
| 6. Superintending Engineer (APWD.),N&MA     | - Member                |
| 7. Deputy Education Officer, Middle Andaman | - Member                |
| 8. Executive Engineer (Elec.) ,N&M Andaman  | - Member                |
| 9. Asst. Commissioner, Mayabunder           | Chief Executive Officer |

**c. NICOBAR DISTRICT**

- |  |                              |
|--|------------------------------|
| 1. Deputy Commissioner, Nicobar                  | - Chairperson                |
| 2. Chairperson, Tribal Council, Car Nicobar      | - Co-Chairperson             |
| 3. Station Commander, Indian Air Force, Car Nic. | - Member                     |
| 4. Superintendent of Police, Nicobar             | - Member                     |
| 5. Dy. General Manager/SDO BSNL,C/N              | - Member                     |
| 6. Medical Superintendent, Car Nicobar           | - Member                     |
| 7. Superintending Engineer (APWD), Nicobar       | - Member                     |
| 8. Education Officer, Car Nicobar                | - Member                     |
| 9. Executive Engineer (Elec.), Car Nicobar       | - Member                     |
| 10. Asst. Commissioner (HQ), Car Nicobar         | - Chief Executive<br>Officer |

ddm



## 11. ACRONYMS

DDM	Directorate of Disaster Management
DMO	Disaster Management Officers
DMP	Disaster Management Plan
DMS	Disaster Management Server
DDMA	District Disaster Management Authority
EW	Early Warning
EOC	Emergency
ESF	Emergency Support Functions
IRS	Incident Response System
IRTs	Incident Response Teams
IMD	Indian Meteorological Department
INCOIS	Indian National Centre for Oceanic Information Services
ITEWS	Indian Tsunami Early Warning System
IAP	Incident Action Plan
IC	Incident Commander
IO	Information Officer
IEC	Information Education and Communication
MHA	Ministry of Home Affairs
MOD	Ministry of Defence
Mw	Movement Wave
MoES	Ministry of Earth Science
MFR	Medical First Responder
NDMA	National Disaster Management Authority
NEC	National Executive Committee
NIDM	National Institute of Disaster Management
NDRF	National Disaster Response Force
NRSA	National Remote Sensing Agency
NIOT	National Institute of Ocean Technology
PBMC	Port Blair Municipal Council
PDS	Public Distribution System
PRI	Panchayati Raj Institutions
RD	Department of Rural Development
RO	Responsible Officer
SAR	Search and Rescue
SEC	State Executive Committee

SCR	State Control Room
SOP	Standard Operating Procedures
SDRF	State Disaster Response Force
UTDMA	Union Territory Disaster Management Authority
UTDMEC	Union Territory Disaster Management Executive Committee
USGS	United States Geological Survey
VCP	Village Contingency Plan
VoIP	Voice over Internet Protocol
VTF	Village Task Force

**Save second save lives**

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