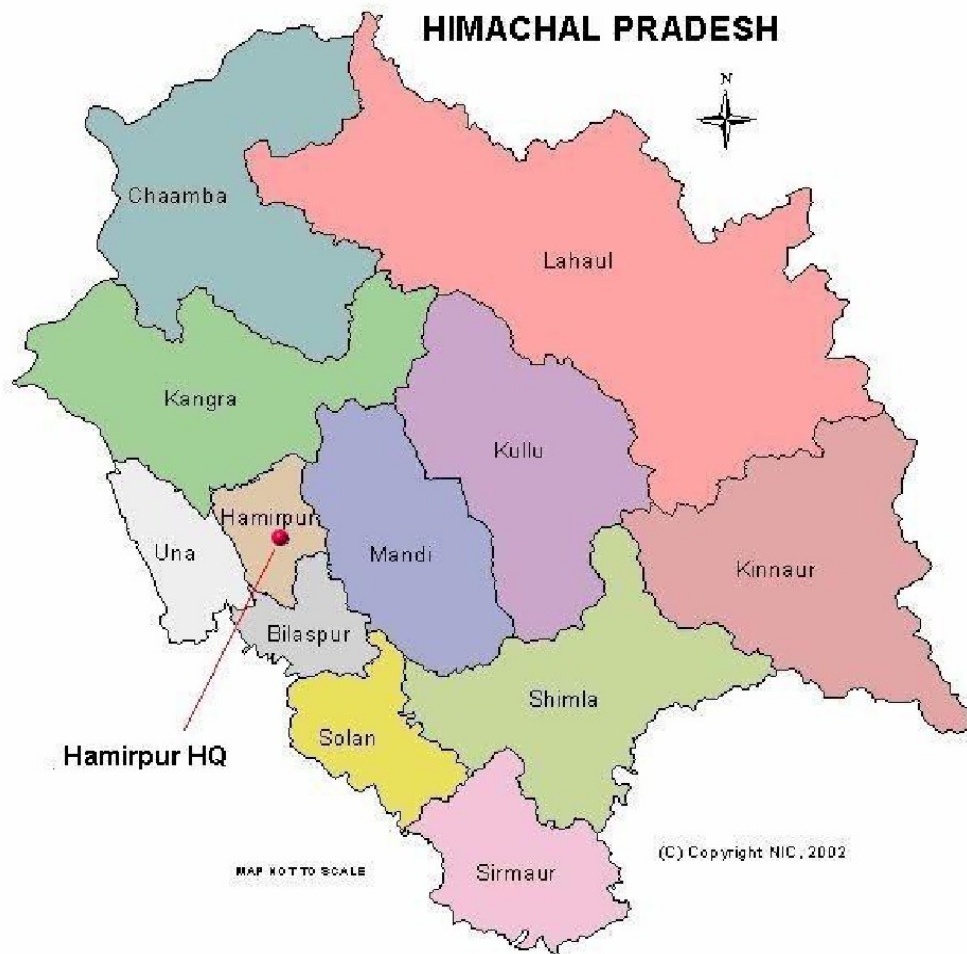


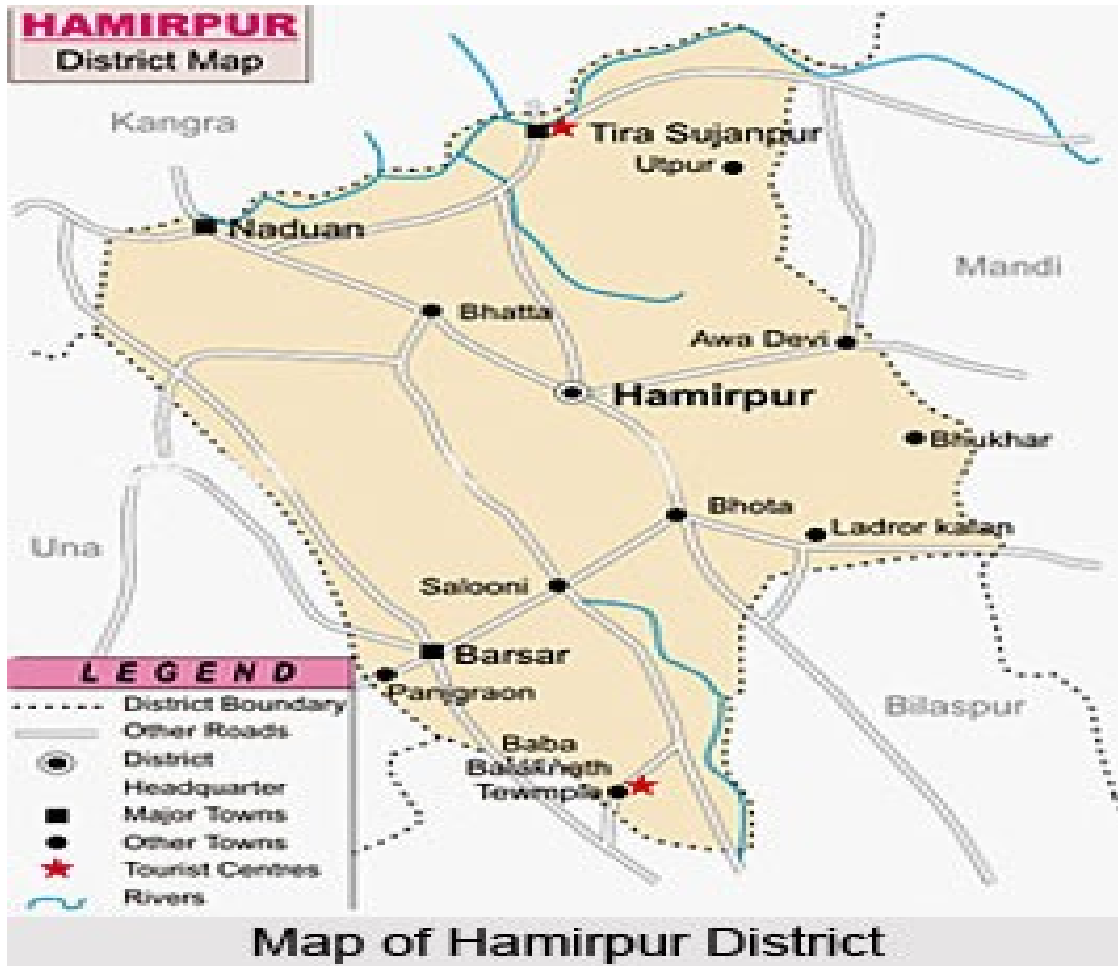
DISTRICT COURTS HAMIRPUR, H.P.



Draft Disaster Management Plan 2013-2014



Location of Hamirpur in Himachal Pradesh



Message



In response to the mandate of Disaster Management Act, 2005 and the social as well as moral obligation, this plan is an attempt to manage the disaster in an effective and efficient manner. Hope it will help the other stake holder in community at a large to face the problem of disaster in a better way.

Suggestions and response from all the quarter concerned are welcome.

C.L.Kochhar
District & Sessions Judge
Hamirpur, H.P.

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1. Introduction

The Disaster Management Act, 2005 describe disaster as “a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man made causes or by accident or negligence which result in substantial loss of life or human suffering or damage to and destruction of, property or damage to or degradation of, environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area”. These events are sudden and with severe consequences. Thus a proper disaster management plan and its execution is the need of the hour.

The Disaster Management Act, 2005 mandates every Government Department to prepare, review and update Disaster Management Plan. Courts, like other institutions are vulnerable to disasters as well. The disruption caused by disasters in working of Courts will severely affect the justice delivery system apart from the loss of life and property. This document describes the various processes and measures that form the comprehensive disaster management plan for District Courts Hamirpur H.P. The major outline of this plan is as follows:

- ✓ Organizational structure and infrastructure of Courts Hamirpur H.P.
- ✓ Vulnerability and capacity to deal with hazards.
- ✓ Preparedness and response in such situations.
- ✓ Knowledge Management and Dissemination of Plan along with important contacts.

The aims of this document is to serve as a ready reference at times of disasters and to assess the preparedness and filling the gaps in capacity to tackle such events in a continuous manner.

1.a Profile of District Courts Hamirpur (Organization Structure)

District Courts Complex Hamirpur H.P. houses in a single building containing seven courts, as under:

- 1 District & Sessions Judge,
- 2 Additional District & Sessions Judge,
- 3 Civil Judge (Sr. Div.) -cum- Chief Judicial Magistrate,
- 4 Civil Judge (Sr. Div.)-cum-JMIC, Court No. I,
- 5 Civil Judge (Jr. Div.)-cum-JMIC, Court No. II,
- 6 Civil Judge (Jr. Div.)-cum-JMIC, Court No. III,
- 7 Civil Judge (Jr. Div.)-cum-JM, Court No. IV,

District & Sessions Judge is Controlling Officer in respect of the Judicial Officers and employees working in the Civil and Sessions Division.

1.b Infrastructure:

The District Court Complex is a Four Storeyed building which houses all the Courts and Offices. The Court of District & Sessions Judge, Additional District & Sessions Judge, Civil Judge (Sr. Div.) -cum- Chief Judicial Magistrate, Civil Judge (Sr. Div.)-cum-JMIC, Court No. I, Civil Judge (Jr. Div.)-cum-JMIC, Court No. II, & Civil Judge (Jr. Div.)-cum-JMIC, Court No. III are situated on the second floor of the building & The Court of the Civil Judge (Jr. Div.)-cum-JM, Court No. IV is situated on the first floor. Front Offices are on the first floor near the entry gate. Chamber of Judicial Officers are on third floor and offices are at fourth floor.

The building has ample passages, gallery and three staircases for easy approach to different parts. The complex has also parking space in the back and sides. Entry for the Judge is separate and lies on the sides of the building. The main entry gate opens on the road and is easily approachable from outside.

2. Hazard, Vulnerability, Capacity and Risk Profile

2.a Major Hazards in Hamirpur:

TYPE	LEVEL OF VULNERABILITY
Earthquakes	Very High
Floods	Moderate
Landslides	Moderate
Forest Fires	High
Domestic Fires	Moderate
Industry Fires	Moderate
Const. Type & Density	Moderate
Overall Vulnerability	Moderate

2.b Risk Analysis/ Vulnerability for District Courts Hamirpur:

A part from natural calamities and hazards as stated above, many man made disasters can have devastating effect on human life and property. Courts being the backbone of Justice delivery system, effects of such disaster will be multifold.

District Court Complex at Hamirpur is the hub of activities with advocates, litigants and other stakeholder along with employees and officers. Such a public office is prone to various catastrophes such as-

- ✓ Stampede- Normal working hours in Courts see a huge rush and crowd. Such a situation is an easy recipe for stampede.
- ✓ Fire- Fire whether accidental or man made may have severe impact, reckoning the huge quantity of records and files apart from human life.
- ✓ Courts also see under trials and prisoners regularly, some of them are hard core criminals, thus, possibility of security hazard cannot be ruled out.

2.c Capacity of Department to deal with disasters:

District Court Complex is structurally well built with ample open spaces. There are multiple exit routes which are critical in hazardous situations. The floor plan of district courts is placed properly at the main entrance. Open passageways and shafts in the complex aid to sufficient lighting and ventilation which is helpful at times of fires.

Proximity of the Complex to major Government departments and hospital is an added asset. The Court Complex is easily approachable for relief vehicles such as firefighting vans and ambulances etc. For quick response, in the event of disaster there are three vehicles of the Judicial Officers. Apart from this every judicial officers are having vehicles and staff members are also having same vehicles.

2.d Gaps in existing Capacity

Self assessment of capacity is essential to deal with disasters effectively and that too, in continuum. The disaster management plan must focus on lacunae and shortcomings so that they can be corrected well before some untoward event happens.

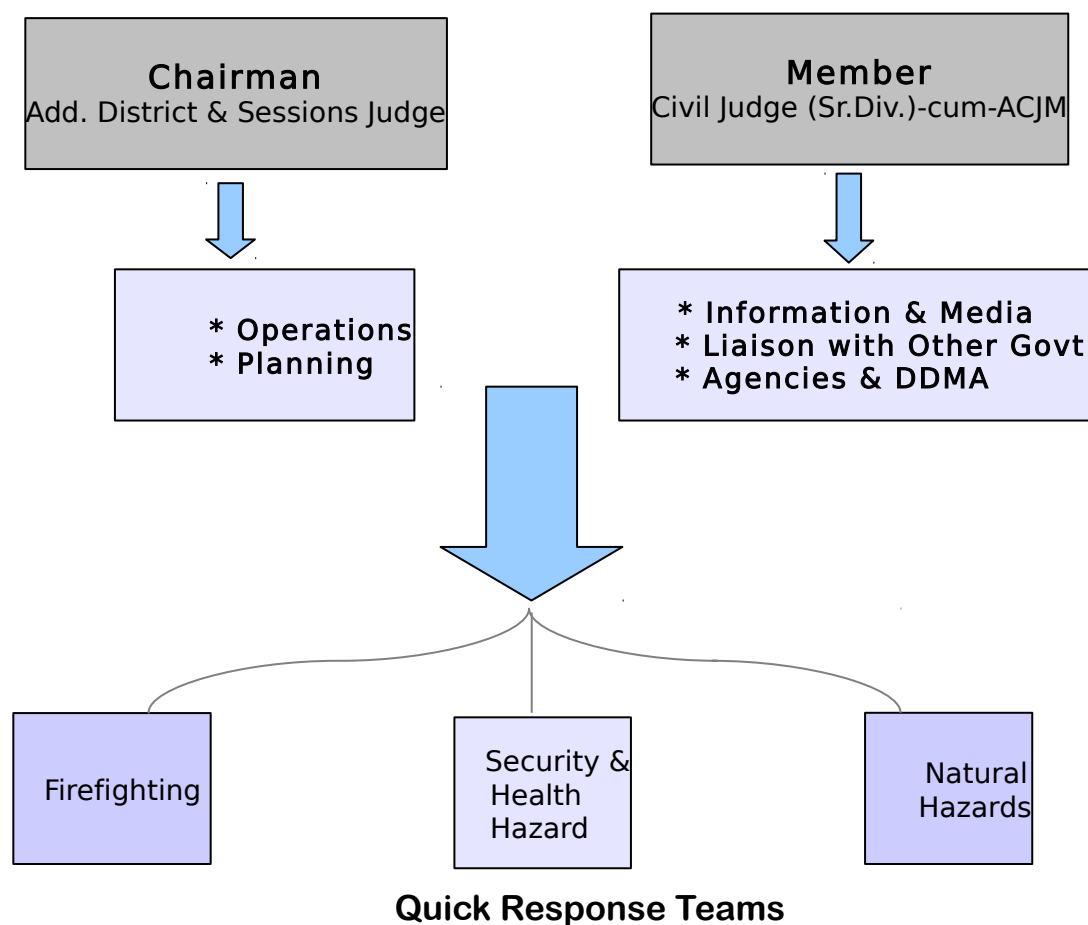
District Courts Complex, Hamirpur has certain gaps in capacity necessary to deal with disasters effectively.

- ➔ Lack of firefighting equipments has been installed in the building, but those are not functional as yet.
- ➔ No signboards to help people navigate viz. Exit signboards etc. guiding people to navigate inside the building are available.
- ➔ Mock Drill- No mock drills having been conducted to ascertain the preparedness for dealing such disasters.
- ➔ Lack of awareness among staffs and advocates- No training or awareness material is available for court staff.
- ➔ Main exit points are free from obstructions.
- ➔ Parking is proper in the complex.

3. Prevention, Mitigation and Preparedness Plan (Institutional)

3.a Plan for necessary measures

The Additional District & Sessions Judge, is the Chairman and the Civil Judge (Sr. Div.)-cum- CJM is the member of the Disaster Management Committee of the District Court Complex, Hamirpur which functions under the overall supervision of District & Sessions Judge. The Disaster Management Committee of the District Court, Hamirpur monitors the implementation of Disaster Management Plan and supervises all the quick response Teams. Below is the structure of the Disaster Management Committee at institution level.



3.b Capacity Building

To handle any disaster effectively, it is necessary to have proper capacity. District Courts plan to have regular capacity building exercise in collaboration with other Government Agencies and District Disaster Management Authority. Mock drills are planned to be organized for staff and bar members.

4. Response Plan

4.a Installation of evacuation routes & maps and fire extinguishers

District Court Complex, Hamirpur is installed with paper signboards depicting exit routes in various parts of the building to help people navigate easily in exigencies. Such signboards are installed in corridors and pathways. Fire extinguishers are also installed in different points in the Judicial Complex. Apart from these, ladders, ropes and first aid boxes are to be arranged.

Sr. No.	ITEMS	QUANTITY
1	First Aid box	2
2	Ladders & Ropes	2 Each

4.b Constitution of the Incident Response Teams

Quick response teams that comprise court officials are constituted with specific tasks assigned to them and these teams are supervised by the Disaster Management Committee. These teams will act in coordination at times of any hazard whether natural such as earthquake or man made. Any changes in the teams will be updated in subsequent Disaster Management Plans.

4.c Roles and Responsibilities and Coordination Mechanism for the Department.

Every official in the response teams has clear roles and responsibilities. Disaster specific teams have responsibility to act quickly and coordinate with the concerned agencies in such situations. Each team has one senior official who has to supervise the efforts of other team members. Below is the list of teams constituted-

Team for Firefighting

Sr. No.	Member	Name	Responsibilities
1	Superintendent Grade-I	Sh. Mukesh Chauhan	Coordinating among team members.
2	Court Manager	Sh. Sourab Gupta	Mobilize local efforts in firefighting.
3	Copiest O/o Civil Judge (Jr. Div.)-cum-JM, Court No. IV, Hamirpur	Sh. Arun Kumar	Rescue & Evacuation
4	Orderly O/o District & Sessions Judge, Hamirpur	Sh. Pritam Singh	Coordinating with Firefighters, First Aid.
5	System Officer	Sh. Pardeep Kumar	Turning off MCB Switches and securing Server.
6	LRC O/o District & Sessions Judge, Hamirpur	Sh. Rajesh Kumar	Efforts to limit damages to records and files.

Team for tackling Health/ Security Hazard

1	Superintendent Grade-II O/o District & Sessions Judge, Hamirpur	Sh. Banvari Lal	Arrangement of Ambulance and Transporting sick to hospital.
2	Copiest O/o Civil Judge (Jr. Div.)-cum-JMIC, Court No. III, Hamirpur	Sh. Vijay Kumar	Search , Rescue & Evacuation
3	Civil Ahlmad O/o Civil Judge (Sr. Div.)-cum-CJM, Hamirpur	Smt. Shivani Katna	First Aid & Transportation

Natural Hazards

1	Superintendent Grade-II O/o Civil Judge (Jr.Div.)-cum-JM, Hamirpur	Sh.Vijay Singh	Coordination with District Disaster Management Authority.
2	Nazir O/o Civil Judge (Sr. Div.)-cum-ACJM,Court No. I, Hamirpur	Sh. Raman Kumar	Search, Rescue & Evacuation
3	Sr. Assistant O/o District & Session Judge, Hamirpur	Sh. Ashok Kumar	First Aid & Transportation
4	System Assistant	Sh. Vipin Kumar Walia	Information & Communication

5. Knowledge Management, Review and Updating & Dissemination of Plan

5.a System of Updating DMP

Disaster Management Planning is a continuous activity and thus it requires regular updating. The document of Disaster Management Plan of District Courts, Hamirpur H.P. is to be updated as and when there are major changes in any aspect of it. Superintendent Grade I is entrusted with this responsibility by the Disaster Management Committee of District Courts Hamirpur. Review of the Plan will be done by the committee on yearly basis. The updating and review will also serve as a ready reference for self assessment for preparedness.

5.b Dissemination of Plan to stakeholders.

The plan is to be disseminated to the stakeholders namely Court Staff, Advocates, Litigants and General Public by uploading the DMP on District Courts, Hamirpur H.P. website and displaying the same on the notice boards of the Court Complex.

Annexure

Important Contact Numbers

District Courts Hamirpur H.P.

Officer	Office Phone No.	Mobile No.	Address
District & Sessions Judge, Hamirpur	01972-224344	9418107400	District Court Complex, Hamirpur H.P.
Additional District & Sessions Judge, Hamirpur	01972-225944	9418499600	District Court Complex, Hamirpur H.P.
Civil Judge (Sr. Div.)-cum-CJM, Hamirpur	01972-224377	9418227566	District Court Complex, Hamirpur H.P.
Civil Judge (Sr. Div.)-cum-ACJM, Court No.I, Hamirpur	01972-221755	9418003001	District Court Complex, Hamirpur H.P.
Civil Judge (Jr. Div.)-cum-JMIC, Court No.II, Hamirpur	01972-221948	9459538536	District Court Complex, Hamirpur H.P.
Civil Judge (Jr. Div.)-cum-JMIC, Court No.III, Hamirpur	01972-225951	8988219799	District Court Complex, Hamirpur H.P.
Civil Judge (Jr. Div.)-cum-JM, Court No. IV, Hamirpur	01972-222344	9418524222	District Court Complex, Hamirpur H.P.

District Administration Hamirpur H.P.

Officer	Office Phone No.	Mobile No.	Address
Deputy Commissioner	224300	9418066667	DC Office Hamirpur H.P.
Addl. District Magistrate	224324	8988113006	DC Office Hamirpur H.P.
AC to DC	222449	9418080520	DC Office Hamirpur H.P.
SDO (Civil)	224304	9418000701	DC Office Hamirpur H.P.
District Revenue Officer	222649	----	DC Office Hamirpur H.P.
District Food & Supplies Controller	222335	9418017533	DC Office Hamirpur H.P.
Commandant Home Guard & Civil Defense	222274	9418036663	Hamirpur
Chief Medical Officer	222223	9816050300	Zonal Hospital, Hamirpur
Superintendent Engineer, H.P. PWD	223965	9418023775	PWD, Hamirpur
Executive Engineer HP PWD	222510	9418137606	PWD, Hamirpur
SDO HP PWD	225335	9418034555	PWD, Hamirpur
Superintendent Engineer, HPSEB	224360	9418478223	HPSEB, Hamirpur
Executive Engineer, HPSEB	222213	9418082220	HPSEB, Hamirpur
Police Department			
Supdt. of Police	224358	9418022344	SP Office, Hamirpur
Addl. SP	224958	9882347576	SP Office, Hamirpur
DSP (HQ)	224338	---	SP Office, Hamirpur
SHO Sadar	224306	9418495990	SP Office, Hamirpur
Fire Station/Ambulance/Transport/Home Guards			
District Public Relations Officer	222269	9736703209	DC Office Hamirpur H.P.
Commander, Fire Station Hamirpur	222533	9418051533	Fire Station Hamirpur H.P.
SMO Hamirpur (Ambulance Service)	222222	9418058018	Reg. Hospital Hamirpur H.P.
Regional Manager, HRTC	222326	941800542	

SDMA/NDMA/NDRF

CEO, HP State Disaster Management Authority	0177-2621022		HP Secretariat, Shimla
DG, National Disaster Response Force	011-26712851	98189-16161	New Delhi
Member, National Disaster Management Authority	011-26701740		New Delhi

Other Emergency Resource Inventory

Resource Detail	Department/Agency	Qty	Contact Number
Gas Cutter	1. HRTC, Hamirpur H.P. Addr. Regional Manaer, HRTC Hamirpur	1	01972-222892, 222893
Bolt Cutter	1. Fire Station Hamirpur. 10 th Battalion Hamirpur	2	01972-222533
Electric Drill	1. HP State Electric Board HPSEB, Address: Elec. Division HPSEB Barsar.	1	01972-288036, 288023
	2. HRTC, Hamirpur H.P. Addr. Regional Manaer, HRTC Hamirpur	1	01972-222892, 222893
Chipping Hammer	1. HP State Electric Board HPSEB, Address: Supdt. Engineer HPSEB, Hamirpur, Barsar, Nadaun	10	01972-224330, 222386
Water Tanker	1. Fire Station Hamirpur Address: 10 th Battalion Hamirpur Commandent Hamirpur	2	01972-222533
Portable Oxygen Cyclinders	1. Health Departments Address: Chief Medical Officer, Hamirpur	20	01972-222222, 222223