

REVAMPING OF CIVIL DEFENCE IN THE COUNTRY
NATIONAL POLICY APPROACH PAPER

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HIGH POWER COMMITTEE REPORT



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NATIONAL DISASTER MANAGEMENT AUTHORITY
GOVERNMENT OF INDIA

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Revamping of Civil Defence in the Country

Executive Summary

Context

The changing global geo-political scenario, reducing the chances and occurrence of traditional wars, and steadily increasing threats from natural and man-made disasters, with large-scale devastation to life and property, warrants a greater role on the part of the Civil Defence (CD) from merely hostile act-centric responsibility to a holistic role in all the facets of Disaster Management in the country. The Civil Defence being a community-based voluntary organization can, in addition to rescue, relief and rehabilitation, also play a stellar role in the field of community capacity building and public awareness to face any disaster situation, as is being done by Civil Defence set-ups in many other countries.

CD Set-up at all District Headquarters

In terms of the Civil Defence Act, 1968, this organization is presently meant to provide protection to individuals, properties and establishments against any hostile act only in a limited number of categorized CD towns. However, in pursuance of the Ministry of Home Affairs (MHA), Government of India (GOI) order dated 5 September, 2003, some of the states are effectively utilizing the services of CD volunteers for post-disaster response and relief as also for pre-disaster activities related to mitigation and preparedness. In the light of the fact that no district in the country may be considered to be completely free from disaster vulnerability, it is recommended that Civil Defence infrastructure may be made available in all the districts in the country in a phased manner in the next three financial years. While doing this, the entire concept and orientation of Civil Defence coverage has to be changed from '*Town Specific*' to '*District Specific*' with the area of responsibility covering the entire district. In extending the scope of Civil Defence coverage to all the districts, the recent report of Building Materials Technology Promotion Council (BMTPC), classifying 241 districts (Annexure-D) in the country as multi-hazard districts, is suggested to be taken as the base and these 241 districts are proposed to be included in the initial stages.

Capacity Building at Grass Roots

The suggested new role of the Civil Defence in terms of community capacity building and public awareness should have the bottom-up approach starting from the village level. In order to make this initiative sustainable at the grass-root level, it is recommended that the Civil Defence set-up should take up the implementation of the proposed new role in community capacity building and public awareness in close coordination with the Panchayati Raj Institution (PRI) and urban local bodies. It is also recommended that the proposed new role of Civil Defence related to community capacity building may be integrated with

the ongoing UNDP-DRM project of MHA. The community preparedness programmes, approved under this project, may be assigned to two to three districts in each of the states on a pilot basis.

Involvement of Youth Organizations with CD

Some of the youth organizations namely, National Cadet Corps (NCC), National Service Scheme (NSS) and Nehru Yuva Kendra Sangathan (NYKS) have the inherent advantage of availability for immediate assistance at the ground level in the event of any disaster. These organizations are also proposed to be integrated in the overall Disaster Management framework with linkages with the Civil Defence set-up at the state hqrs and district hqrs. The efforts of the Civil Defence set-up, which are primarily voluntary, would need to be supplemented by Home Guards personnel on need basis, providing additional trained manpower and value addition to Civil Defence efforts.

Authorization of CD Staff at District Hqrs

While extending the coverage of Civil Defence to all the districts, the existing concept of authorization of permanent CD staff, based on division concept (per 2,00,000 population), is proposed to be abolished as it would mean enormous financial drain. The recommendation, therefore, is to revamp the existing structure of Civil Defence enhancing its functional and territorial responsibilities in a realistic and cost-effective manner. In suggesting permanent staff of only 17 employees at district hqrs priority has been given to necessary field and training staff while reducing the administrative/clerical staff. Every district hqr will also have a Quick Reaction Team (QRT), which would be carved out of existing permanent staff supported by volunteers.

Wardens/Volunteers

The success of the Civil Defence scheme would largely depend on selection of persons with commitment as Wardens. Some of the target groups, from among whom Wardens may be selected, are ex-service personnel, office bearers of PRIs/Residents Welfare Associations (RWAs) and professionals, etc. It is proposed to reduce the overall authorization of wardens (12.98 lakhs) to a realistic figure and link their number to geographical units (village, block, sub-division and district hqrs) rather than to population. On this parameter, authorization of approximately 800 wardens per district of average 20 lakh population is recommended, which would amount to total number of 4,80,000 wardens in the country. Training of 25 volunteers each by these 4,80,000 wardens would mean bringing 1.20 crores population within the fold of Civil Defence in the next 5 years, a target (1% of population) suggested in the report of Second Administrative Reforms Commission.

Training Infrastructure

Community being the first responder in any disaster, community capacity building should undoubtedly acquire the highest priority in the Disaster Management framework. A viable option to achieve this mammoth task of community capacity building is to use the huge resource pool of 4,80,000 wardens for

this purpose after providing them with proper training. To train these 4,80,000 wardens in a time-frame of 3 to 5 years, each of the states would, on an average, need to have CD training institutions with annual training capacity of 3,000 to 5,000 trainees. In addition, these institutions should have capacity to train permanent employees of CD, volunteers, youth organizations, office bearers of PRIs, urban local bodies and NGOs, etc. Since no other existing training institution in the states would be able to take up this mammoth additional role, the only option is to have dedicated training institutions for Civil Defence in each state at a modest scale to start with (Details at Para 8.1.4).

Involvement of Corporate/Private Sectors

The Civil Defence set-ups at all levels should be permitted to accept donations from the corporate sector, as has been recommended by the High Power Committee (HPC [J.C. Pant]) and the second Administrative Reforms Commission. The implementation of CD activities and programmes may be on the pattern of Public-Private partnership with the states/Union Territories (UTs) taking steps to involve the corporate and private sectors in this endeavour, particularly in the field of training, equipping and community capacity building at the Civil Defence Training Institutions (CDTIs)/Civil Defence Training Schools (CDTSs) as also at the district level. To encourage the corporate sector, it is recommended that any contribution by the corporate sector on Civil Defence activities and Civil Defence training programmes may be exempted from payment of taxes, as appropriate, by the Finance Ministry.

Funding Mechanism

As regards the funding mechanism for the training institutions in the states, it is recommended that the total non-recurring expenditure relating to infrastructure (except land, to be provided by states) equipment and transport (Rs. 2.69 crores for each CDTI and Rs. 1.90 crores for each CDTS, total Rs. 72.42 crores, Table 8, para 9.1.7) may be borne by the centre. However, as regard the recurring expenditure (Rs. 10.37 crores per annum on manpower in the CDTI and CDTS Table 9, para 9.1.11), it is recommended that for the first 5 years the expenditure on manpower may be 100% funded by the centre, thereafter, for the next 5 years the centre's shares may taper off at the rate of 10% every year with corresponding liability shifting on the states/UTs at the same rate. Thus, after 10 years, the recurring expenditure on the state training intuitions will be shared at the rate of 50% between the centre and the states. The trainees at CD training institutions are presently being paid a meagre allowance of Rs. 28/- per day. This is recommended to be enhanced to Rs. 150/- per day. The tentative cost for the same is expected to be Rs. 2.73 crores per year initially, which may increase in subsequent years. Funding mechanism for this amount also would be in the same ratio (50% centre and 50% states) as has been recommended above for the recurring expenditure of CDTIs/CDTSs.

As regard the CD set-up at the district hqrs, it will be the responsibility of the respective states/UTs to provide suitable accommodation. However, the other expenditure relating to manpower, equipment, transport and training at the district level (Rs. 117.13 crores non-recurring and Rs. 161.49 crores recurring for all the 600 districts, Tables 10 and 11 paras 9.2.4 & 9.2.5) it is recommended that the same may be shared equally (50%) between the centre and the states. Since the training of community in disaster

preparedness and Disaster Management is the most important aspect of capacity building, states/UTs would be expected to meet their share (50%) of training expenses out of their own resources which may include Calamity Relief Fund (CRF). As regards equipment and transport, states/UTs may meet their share from their own resources, which may be from the CRF budget or by donation from corporate and private sectors.

Financial Implication

The budgetary allocation for the Civil Defence for 2005–06 is only Rs. 10 crore, which is too meagre. The total financial implication of implementation of these recommendations for the union government in the next three financial years would be as under:

	2007–08	2008–09	2009–10	
Non-Recurring	64.52	87.48	37.47	(Rupees in Crore)
Recurring	36.11	76.58	96.51	
Total	100.63	164.06	133.98	(Details at Annexure-U)

These figures may increase or decrease depending upon interest and initiative of different states in implementation of the recommendations.

If the proposed scheme of community capacity building through Civil Defence infrastructure is properly implemented at the grass-roots level, the resultant saving in terms of loss of life and property in recurring disasters would far outweigh the expenditure suggested above.

Background

1

The Civil Defence policy of the Government of India, till the declaration of emergency in 1962, remained confined to making the states and UTs conscious of the need for civil protection measures and to ask them to keep ready civil protection plans for major cities and towns under the Emergency Relief Organization (ERO) scheme. However, following the Chinese aggression in 1962 and the Indo-Pak conflict of 1965, there was considerable rethinking about the policy and scope of Civil Defence, which culminated in the enactment of the Civil Defence Act, 1968. Since then the organization has functioned under the parameters delineated in the Act. The Civil Defence organization acquitted itself commendably during the hostile attacks in 1971.

During the seventies, Civil Defence was successful in mobilizing citizens and thereby helping civil administration in their functions and also supporting the Armed Forces during war/crises. But, over the years relevance and efficacy of Civil Defence has steadily deteriorated due to many factors discussed later in this paper.

While the global geo-political factors have reduced the chances and occurrence of traditional wars, new challenges have emerged for the community in the shape of terrorism, natural calamities or human-induced disasters, resulting in large-scale destruction of property, loss of human life and destabilization of normal life in society. **Since the community is invariably the first responder to any disaster situation, adequate awareness and preparedness of the community to respond to any such situation can be crucial in mitigating the damage and the suffering. The Civil Defence being a community-based voluntary organization can, in addition to rescue, relief and rehabilitation, also play a stellar role in the field of public awareness and also community capacity building to face any disaster situation as is being done by the Civil Defence in many countries.**

2 Present Status of Civil Defence

2.1 Organizational Structure

At the national level, the Director General Civil Defence under the Ministry of Home Affairs (MHA) is responsible for formulating Civil Defence policies and for coordination. In the states, the Civil Defence set-up is headed by a senior police officer designated as the Director Civil Defence. At the district level, the District Magistrate/Deputy Commissioner of Police (DCP) of a district is designated Controller of Civil Defence.

Out of the 225 categorised CD towns only 121 have so far been activated. (The list is enclosed at Annexure-A). As a result, as against the target of 12.98 lakhs volunteers, only about 6.60 lakhs have been enrolled so far.

Only 17 states are having Central Training Institutes (CTIs) and most of them are combined training institutes for Civil Defence and Home Guards (Annexure-B). Many of these training institutions are virtually non-functional because of lack of funds and infrastructure. In addition, due to non-availability of funds, a sizeable number of posts for permanent staff in CD set-ups remain vacant and many of the units do not have adequate transport, proper communication network and other infrastructure including a proper control room for their day-to-day functioning.

2.2 Present Role

The present role of Civil Defence, in terms of the Civil Defence Act, is to provide protection to individuals, properties and establishments against any hostile act. **However, vide order dated 5 September, 2003 the MHA conveyed its approval to the state governments to utilize the services of Civil Defence volunteers for mitigation, prevention and preparedness for disaster as also for response and relief after a disaster has struck. In pursuance of this order, Civil Defence is already being utilized by some of the states not only in response activities during disaster, but also in pre-disaster activities, particularly in the field of community capacity building and generating public awareness.**

2.3 Weaknesses in Present Set-up

The present status of the Civil Defence in terms of image, relevance and efficacy is characterized by inactivity and low morale. The following factors were identified as having contributed to the increasing deficiency in the Civil Defence services and activities:

(i) No Immediate Utility

Civil Defence is perceived as an activity only during war. Since there has been no war affecting the lives of people in CD towns during the last three decades, the organization has lost its relevance in the eyes of the community as also the state administration.

(ii) Low Morale

The Civil Defence volunteers who had enrolled themselves in the past had primarily been motivated by patriotic considerations. The chance to get some social prestige on account of their proximity to the district administration was an added incentive. However, over a period of time, not only has the patriotic sentiment receded to the background, the volunteers have also felt neglected by the district administration.

(iii) Absence of Proper Recognition

Civil Defence volunteers come from various sections of society and many of them have a good social standing. They have been rendering useful services during various crisis situations. However, there is no system of adequate and institutionalized recognition to these people. This has adversely affected the participation of the general public in Civil Defence activities.

(iv) Lack of Regular Activity

Since the requirements of Civil Defence have been increasingly perceived as irrelevant, there has been a steady decline in the activities of the organization, in terms of training, mock drills and exercises. This has, in turn, led to a lack of interest on the part of even active volunteers. In the words of Nancy Hanawi*, a well known academician, 'there is a minimal level of activity which is necessary for volunteers to feel connected to an organisation; there are individual variations in this critical level but certainly when a person's involvement falls below one or two hours a month, or when there is no continuity in the level of contact, volunteers will drift away.'

(v) Lack of Awareness

People in general are not aware of the role and functions of Civil Defence. There is hardly any publicity or awareness programmes to enlighten the general public about the various activities of Civil Defence. This results in their apathetic attitude in volunteering their services to Civil Defence.

(vi) Apathy of State Administration

Not only do a number of sanctioned posts in the Civil Defence set-up remain unfilled, but many of the personnel posted are also those who are not found very useful for the normal policing duties.

(vii) Lack of Motivation in the Regular Staff

The success of the Civil Defence organization is very much dependant upon selection of suitable volunteers with aptitude and motivation for voluntary work. This calls for painstaking efforts on the part of

* *Volunteer Management*, published by Heritage Arts, May 1997.

regular CD staff in terms of talent spotting and motivating. Since most of the regular CD staff themselves lack requisite initiative and motivation, the process of selection and enlistment of right type of volunteers has been a casualty.

(viii) Inadequate Infrastructure/Training Facilities

The Civil Defence training institutions in states as well as the National Civil Defence College, Nagpur do not have proper infrastructure and facilities to undertake training of volunteers and officials for various basic and specialized courses.

(ix) Financial Crunch

The state governments, due to their financial constraints, are reluctant to bear the expenditure on Civil Defence, which in their perception, is not of any immediate utility. Though the central government reimburses some part of the expenditure incurred on the authorized items of Civil Defence for raising, training and equipping of Civil Defence services in the form of grants-in-aid, the current budget allocation is barely adequate to meet the salary of the staff, resulting in neglect of training, capacity building and utilization. **Till 1991–92, the quantum of the reimbursement of the expenditure incurred on Civil Defence by the Government of India was to the tune of 100% for north-eastern states (except Assam) and 50% for other states. But by 1996–97, the central share of expenditure came down to 50% for the north-eastern states and 25% for other states. The allocated budgetary provision for the year 2005–06 was only Rs. 10 crores.**

Selected Global Practices

3

Civil Defence as a concept exists in some form or the other in many countries. However, some of the countries are particularly known for efficiency, reach and success of their Civil Defence set-ups. An effort was, therefore, made to look at Civil Defence systems in some of these countries with a view to identifying innovative policy approaches as also some of the best practices in the field and ascertaining the relevance and applicability of similar practices in our country. A brief description of the Civil Defence set-ups of some countries and their activities is as follows:

3.1 Singapore

Singapore is credited with having one of the most efficient and effective Civil Defence set-ups. The city state depends largely on the Singapore Civil Defence Force (SCDF) to maintain the desired state of preparedness to deal with internal or external emergencies. **The Singapore Fire Services earlier existed independently but was merged with the SCDF in 1989 due to a commonality in their roles and functions.**

During normal situations, the SCDF provides fire-fighting, rescue and emergency ambulance services and educates the public on emergency preparedness. Its objective is to ensure that the community is adequately prepared for all emergencies. Considerable emphasis is laid on developing own capacity building, as well as on preparing public education plans.

The SCDF has on its roll a large number of volunteers who are trained in various skills and serve to support the emergency management services in case of a disaster. To ensure public awareness and preparedness, SCDF operates a number of interactive emergency preparedness programmes such as Exercise Community Spirits (ECS) and Community Emergency Preparedness Programme (CEPP). These programmes, in addition to increasing awareness, focus on individual responsibilities of community members in case of emergencies. **Regular exercises, with simulated scenarios of various kinds are held.** The SCDF also operates an in-house Research and Development (R&D) facility for designing new systems/ equipment for Civil Defence.

3.2 Australia

The Civil Defence set-up of Australia is an example of a community-based system with a large reach in a big country. The organization is named **Emergency Management Australia (EMA)** and works under the Attorney General. The EMA is responsible for coordination and development of Civil Defence policies and programmes at the Australian government level. The Australian Civil Defence approach is that protective measures should be implemented primarily at the community level within a state organizational

framework, with the Australian government providing coordination, advice and support. **All the emergency management agencies such as police, fire services, ambulance and state emergency service operate together under the Civil Defence umbrella, to manage emergencies during times of conflict.**

It is interesting to note that **the Civil Defence organization in Australia, set up during World War II, was initially oriented towards national security and hostilities. However, over the years the Civil Defence focus has changed to ‘protecting the civil population against the effects of hostilities or disasters’.** Some of the earlier functions of Civil Defence, such as maintenance of the continuity of the government, protection of national industry, preservation of commodities have now been taken out of the purview of Civil Defence as these are now dealt with other agencies of the government.

Australian Civil Defence is based on the concept of:

- Educating the community and developing acceptance of responsibility.
- Active participation by citizens in the event of hostilities or disasters.
- Using existing government and non-government resources in a complementary manner.
- Coordinated participation at all levels of government.

One of the main features of the Australian Civil Defence set-up is its emphasis on volunteers. Given the large size of the country, concerted efforts are made to recruit and train volunteers in different areas of states. The services rendered by volunteers are periodically recognized at various levels and volunteer conferences held regularly at state and national level. The present number of volunteers associated with the emergency management sector is stated to be around 4,00,000.

3.3 United Kingdom (UK)

The Civil Defence mechanism in the UK has undergone a transformation from the World War II days, in view of the changing nature of the threats and emergencies. The Civil Defence Act of 1948 was replaced by a new Civil Contingencies Act in 2004, to provide a comprehensive framework to the emergency preparedness and response practices. The earlier definition of emergency as arising out of ‘hostile attack’ was also replaced by ‘an event or situation which threatens serious damage to human welfare or environment or war or terrorism which threatens serious damage to national security’.

The apex body for civil contingencies is the Civil Contingency Secretariat, under the Permanent Secretary to Cabinet Office. This Secretariat is responsible for laying down policy, carrying out assessments on the likelihood and nature of emergencies and issuing directions for building up suitable capabilities.

The actual responsibility to implement the civil contingency measures devolves on various county and local authorities. Departments such as police, fire, ambulance, coastguard, environment and health authorities are categorized as ‘category 1’, or ‘first responders’, while utility departments such as electricity, gas, water supply and transport are designated as ‘category 2 responders’, meant to act in support of

'category 1 responders'. The focus is on achieving coordination amongst various agencies and services in dealing with emergencies. Community involvement and preparedness is through the UK Resilience Forum which provides resources for civil protection practitioners to improve emergency preparedness.

An Emergency Planning College has also been set up, which is home to the UK's leading experts in emergency planning and crisis management training. The college aims to develop key skills and awareness needed to improve the capability at all levels of government, public sector, and private and voluntary sectors to prepare for, respond to and manage potential disruptive challenges. It trains about 6,000 delegates per year from a wide range of backgrounds.

4 Recommendations of Committees on CD

4.1 Group of Ministers

After the Kargil War, the Subramaniam Committee was set up to look into national security-related issues. The Group of Ministers (GOM), constituted thereafter to look into the issues of reforming the National Security System, emphasized the need for revamping and strengthening the Civil Defence set-up. The recommendations of the GOM are as follows:

‘During times of War, natural calamities and other similar emergencies, Civil Defence Organization has traditionally played a vital role in guarding the hinterland, supporting the Armed Forces, mobilizing the citizens and in helping civil administration discharge its responsibilities. Over the years, however, new and complex challenges have emerged; the preparedness of Civil Defence Personnel has also suffered. Therefore, it is for the Ministry of Home Affairs to carry out in-depth review of the organization’s effectiveness, identify its weaknesses and the new challenges it will be required to meet, in the contemporary scenario and evolve a concrete action plan to revamp it. This important task needs to be undertaken in close collaboration with the State Governments. It is advisable to complete this exercise on an urgent basis.’

4.2 J. C. Pant Committee

It is pertinent to mention that in the year 2001, a High Power Committee (HPC) under the Chairmanship of Shri J.C. Pant had been constituted which also recommended involvement of Civil Defence in Disaster Management. The relevant recommendations of the Pant Committee are as below:

‘Civil Defence and Home Guards

The central government, under section 3 (1) (z), may make rules regarding utilization of Civil Defence Corps in disaster response so that they remain in a state of continuous preparedness. A comprehensive role for all these services should be formalized in a harmonized structure for Disaster Management. All the services should be integrated into the state Disaster Management plan and work under the concerned state department for Disaster Management. The State Disaster Management Act, being enacted, should include the Civil Defence as one of the agencies for relief and rehabilitation.

State Governments may be permitted to accept donations for Civil Defence from corporate sectors. The chief wardens of Civil Defence in every town should be accorded appropriate status in civil administration hierarchy, especially with regard to their role and importance

in Disaster Management. Their services when utilized should be properly recognized. To have a multi disciplinary unit, which will come into motion for activating and following up various functions and responsibilities entrusted to DG CD under the Union War Book during war, and to manage disasters, separate budgetary provision to be made for Disaster Management related training, equipping and storing for these services. CD, Home Guards and Fire Services should be placed under the administrative and operational control of the state level management agency.'

4.3 Secretary, Border Management (BM) Committee

In pursuance of the recommendations of the GOM, a Committee under the Chairmanship of Secretary BM was constituted in the MHA. This Committee suggested revamping of the Civil Defence organization to provide contemporary Disaster Management skills and preparedness in the country. The salient features of the recommendations of this committee were:

- a) Construction of 32 training institutes.
- b) Procurement of transport and equipment for the training institutes.
- c) Construction of administrative blocks/buildings for categorized Civil Defence towns.
- d) Enhancement of central share and also enhancement of duty/training allowances.
- e) Creation of additional posts in the office of the Director General Civil Defence (DG CD), MHA.

4.4 Hon'ble Home Minister's Directions

While examining the recommendations of the Secretary BM Committee report it was felt that an examination of the Civil Defence concept and role was needed in order to make the Civil Defence an effective instrument of civil safety in which Disaster Management should play a prominent role. With this objective in view, Shri Shivraj Patil, Hon'ble Union Home Minister chaired a meeting on Civil Defence on 5 January 2006 wherein he desired that the Civil Defence set-up should be strengthened and its scope widened to include Disaster Management and also to integrate National Cadet Corps (NCC) in Civil Defence activities. In this context, he directed that a National Policy Approach Paper should be formulated on the subject by one of the Members of NDMA.

5 Constitution of the High Power Committee

In accordance with the directions issued by the Hon'ble Home Minister, a High Power Committee (HPC) was constituted on 7 February 2006, under the Chairmanship of K.M. Singh, Member, National Disaster Management Authority (NDMA), to analyze the existing functions of the Civil Defence Organization and to suggest changes required to enlarge its role to include Disaster Management, along with its legal and financial requirements and fresh categorization of CD towns based on the new criteria. The terms of reference of the HPC are enumerated below:

Terms of Reference

'The Committee will analyze the existing roles, duties and functions of the Civil Defence organisation particularly with reference to its increasing role in disaster management and will suggest changes required to bring it in tune with the current realities/situation of war preparedness and disaster management.' In particular, the Committee may make recommendations with regard to:

- (a) the Civil Defence Act, 1968;
- (b) ways and means of integrating Civil Defence organization with NCC/Boy Scouts, Guides/National Service Scheme (NSS)/other such organization particularly in the sphere of Disaster Management and preparedness so as to have synergy of operations;
- (c) changes, if any, required in the present scheme of reimbursement and/or the procedure thereof with respect to the Civil Defence organization in the states;
- (d) fresh city categorization taking into account vulnerability from disasters as well;
- (e) the training, infrastructure and manpower requirements for revamping the Civil Defence organization at the centre and in the states and firm up the investment proposals in this regard.

The first meeting of the HPC was held on 24 February 2006 to discuss the modalities of the task at hand. Five sub-committees were constituted to individually go into specific issues as per the terms of reference of the Committee. The officers heading these sub-committees were given the option of co-opting such officers in their sub-committee, who, in their opinion, could provide useful contribution to the deliberations. **It was also decided to hold five regional conferences at Guwahati, Mumbai, Bangalore, Jammu and Delhi, with heads of Civil Defence and other officers concerned with Civil Defence in the states to take on board the views of the states on the subject. The Regional Conferences were very well attended and a number of useful suggestions were received.** The venue and dates of the regional conferences and the names of participating states is enclosed at **Annexure-C**. In addition, it was felt that a study of the available literature on successful Civil Defence systems in other countries would be useful to identify concepts and best practices relevant to the requirements.

Simultaneously, the **Chairman of the HPC wrote to the Chief Secretaries of all states/union territories, informing them about the terms of reference of the committee and seeking their views and suggestions on the same. The Committee interacted with a number of state and district level officers to ascertain their views on revamping the Civil Defence set up, particularly in the context of expanding its role to cover Disaster Management as well. The Committee also interacted with the corporate sector, Non-Governmental Organizations (NGOs) and also with office bearers of NSS, Nehru Yuva Kendra Sangathan (NYKS) and NCC regarding their role or contribution in the Civil Defence set up after the proposed revamping.**

7 Recommendations

7.1 New Role Envisaged for Civil Defence

In addition to the role assigned under the Civil Defence Act 1968, the Civil Defence is sought to be associated with Disaster Management as well. This would make trained manpower available to the state, district and local administration in the form of Civil Defence staff and volunteers in the event of a disaster and would also provide them additional resources to generate public awareness to sensitise and prepare the community for disaster scenarios. **The Civil Defence set up can play a major role in assisting the District Disaster Management Authority, (DDMA) with the help of its volunteers at grass roots level, in different phases of disaster, particularly in pre-disaster (public awareness, community capacity building and community preparedness) and mid-disaster phases (response and relief) phases.**

7.2 Integration with Panchayati Raj Institutions (PRIs) and Local Bodies

In order to make all the initiatives taken or proposed to be taken up at the village level in the rural areas sustainable, it is important that the same are decentralized at the local level. The interface of local bodies like PRIs with hazards and risk is maximum at grass-roots levels than any other institution. Keeping this in view **it is recommended that the Civil Defence should take up the implementation of their proposed new role in community capacity building and public awareness in close coordination with the PRIs and urban local bodies.** The involvement of the local bodies will ensure sustainability of the disaster preparedness initiatives at the local level. Under the new arrangement, Civil Defence would support all the initiatives of the local bodies related to community preparedness for Disaster Management .

7.3 Integration with UNDP-DRM Project Of GOI

The Disaster Risk Management (DRM) project of the Government of India, launched jointly with the UNDP (GOI-UNDP programme), has been a fairly successful initiative with the focus on prevention and preparedness at community level. Under the project, Civil Defence is already being used in many states for community capacity development programmes. Taking this experience into consideration, **it is recommended that in the proposed new role, the activities of Civil Defence related to community capacity building may be integrated with the ongoing UNDP-DRM project of MHA. In the community preparedness programmes, approved under the project, close involvement of Civil Defence may be considered. As a beginning this arrangement may be tried out in at least 2 to 3 districts in each of the states as pilot projects.** If this integration works well on the ground with some encouraging results, this might be thought of as one of the options for Phase–III of the DRM project.

The following functions, in addition to its existing charter, are proposed for the Civil Defence:

7.4 Pre-disaster

7.4.1 Educating the Community

- Taking a lead role in spreading public awareness about the various kinds of disasters and possible community responses to them.
- Educating/training the people at grass-roots level in vulnerable areas as a part of community capacity building to respond to any disaster situation.
- Liaising with print and electronic media for regular publicity of Civil Defence activities, including utilization of local TV channels to conduct discussion, debates, etc., on Civil Defence.
- Holding regular mock drills, exercises and rehearsal of Civil Defence activities, to generate public interest.
- Preparing publicity material, literature and brochures about Civil Defence and distributing these in events related to Civil Defence.
- Organizing public functions to honour persons who have contributed to the Civil Defence cause by participating in its activities.

7.4.2 Civil Defence Awareness in Schools.

- Taking guest lectures in schools, holding demonstrations, showing films, visits to Civil Defence establishments, etc.
- Holding camps for students to provide them basic training in skills for Civil Defence/Disaster Management.

7.4.3 Sensitizing Government Servants

- Holding seminars and workshops in government departments to sensitize government servants at various levels about Civil Defence functions and their role in a disaster scenario.
- Identifying suitable personnel in local government offices, in consultation with the Head of Office, and sponsoring them for various courses in Civil Defence.
- Maintaining a record of 'trained government servants' and keeping in regular communication with them to ensure their constant association with Civil Defence activities.
- Developing resource personnel particularly in those government departments which would not be directly involved in any Disaster Management effort, since officials of police, health, supplies, revenue, etc., may not be available to Civil Defence in the event of a disaster.

7.4.4 Involving Employees of Semi-Government/Public Sector Undertakings

- Liaising with semi-govt departments and public sector undertakings for holding CD awareness workshop for their employees.
- Motivating persons to volunteer for Civil Defence work, on a part-time basis, in consultation with their employers.

7.4.5 Self Capacity Building

- Setting up requisite training facilities for Civil Defence at district, state and regional levels.
- Participation in training programmes to acquire skills needed for various aspects of Disaster Management.
- Institutionalizing basic training for all Civil Defence volunteers.
- Arranging advance training to selected volunteers in different skills and areas.

7.5 During Disasters

The Civil Defence organization should enhance its capacity to act as first responder to any disaster situation with the help of its volunteers at different levels. It should have its own **'Quick Reaction Teams' (QRT)** of volunteers with pre-designated roles and responsibilities, based on vulnerability and quick mobility to respond to any disaster situation. The QRT should also have its communication network to keep in touch with the Civil Defence control room on real-time basis for reporting about its actions and getting instructions from the control room.

After initially responding to the disaster with its own and locally available resources of police, etc., the Civil Defence may integrate itself with the Disaster Management efforts launched under the aegis of the state/DDMA. It may deploy its personnel, volunteers and other material resources such as communication equipment, Disaster Management vehicles, etc., in consultation and coordination with other agencies.

In particular, the Civil Defence organization can supplement the government efforts **during and after a disaster**, in the following areas:

- Assisting in taking precautionary measures whenever any advance warning is received about any natural disaster.
- Helping in evacuation of population to less vulnerable areas depending on the nature of disaster.
- Launching search and rescue operations.
- Providing first aid to injured and transporting them to medical centres.
- Setting up 'Information and Guidance Centres' for providing information regarding missing persons, injured, etc., and also information about the nature of facilities and assistance available to affected people.

- Participating in distribution of relief material to affected people.
- Assisting police/traffic police in ensuring smooth movement of emergency vehicles in the affected areas.
- Helping the local administration in assessing the extent of loss to life and property.

7.5.1 Use of Home Guards for Civil Defence

Since the Civil Defence is primarily volunteer-based with a skeleton permanent staff, it is recommended that it should be authorized to use the services of Home Guards in limited number to supplement its resources which would be over stretched in a disaster scenario. There should not be any operational difficulty in this arrangement since it is proposed to keep both the Home Guards and Civil Defence department under the Director Civil Defence in the states. This arrangement will ensure that the activities of the Civil Defence department, which are purely volunteer-based, would be supplemented by full time Home Guards personnel on need basis, providing additional trained manpower and 'value addition' to Civil Defence efforts.

7.6 Integrating Civil Defence Organization with NCC/NSS and NYKS

The Committee identified two thrust areas for immediate action in order to achieve a workable linkage between the various youth organizations and the Civil Defence for the purpose of strengthening the Disaster Management effort:

- (a) Synergizing all efforts and resources of the various agencies involved; and
- (b) Capacity-building measures for developing trained human resource.

(a) Synergizing all Efforts and Resources of the Various Agencies Involved

The youth organizations namely, NCC, NSS, and NYKS have the inherent advantage of reach at the grass-roots level and also have the advantage of ready availability for immediate assistance at the ground level in the event of any disaster. In the present system, the District Collector, in the capacity of controller of Civil Defence, invariably gets in touch with the concerned NCC/NSS/NYKS authorities for pooling of resources in the event of occurrence of a disaster. The existing command and control structure, has stood the test of time and further needs to be strengthened by taking the following steps aimed at synergizing the efforts and resources of agencies involved :

- (i) Establishment of reliable and speedy communication channels between the concerned authorities (DDMA/Deputy Controller of Civil Defence) and chief coordinators of these organizations in the districts in view of the special requirements arising out of emergency situations.
- (ii) Preparation of a district-wise directory of the concerned authorities of NCC/NSS/NYKS and Civil Defence, giving complete details of the officers incharge.

A copy of this directory should be made available to the District Collector, District Superintendent of Police, the concerned authorities of NCC/NSS/NYKS and Civil Defence as well as the state governments concerned, the MHA and the NDMA. In addition, NCC hqrs in Delhi have already intimated the addresses and telephone numbers of the Directors of Civil Defence in the states to all the NCC directorates for liaison and necessary coordination.

**(b) Capacity-building Measures for Developing Trained Human Resource:
NCC, NSS and NYKS**

The cadres of NCC/NSS are essentially voluntary comprising school and college students. In both cases students are part of these organizations for a limited period of 2 to 3 years. Further, it may not be advisable to enlist the junior segments of these organizations for Disaster Management operations. The availability of the services of the senior segment of NCC/NSS would be a purely voluntary exercise. The NYKS, on the other hand, can provide the most stable volunteer group for Disaster Management efforts.

In this back drop, it is recommended that efforts should be focused primarily towards capacity-building measures in these organisations. In other words, the NCC/NSS/NYKS cadres may be exposed to appropriately designed modules on Disaster Management in order to train them and equip them suitably for assisting in Disaster Management efforts as responsible citizens of the county. In order to achieve this objective, the following measures are recommended:

- (i) The National Institute of Disaster Management (NIDM) should design specific modules on Disaster Management alongwith relevant training aids/material/ literature for the NCC/NSS/NYKS trainers and coordinators taking into consideration the specific requirement of each organization.
- (ii) Based on the training modules designed by the NIDM, capsule courses on Disaster Management and community capacity building for the trainers/coordinators of NCC, NSS and NYKS should be held at the training institutions of NCC/NSS/NYKS or at the National Civil Defence College (NCDC) or at the state Civil Defence Training Institutes (CDTIs)/Civil Defence Training Schools (CDTSs). These capsule courses should mainly be on the following subjects:
 - a) Search and rescue;
 - b) Medical first aid;
 - c) Community capacity building; and
 - d) Public awareness.
- (iii) NCC/NSS/NYKS may include training in Disaster Management as a part of their curriculum/ calendar of activities. Existing training arrangements on the subject may be reviewed in association with the NIDM with a view to suggest improvements.
- (iv) Disaster Management training may be included in the schedule for the camps of NCC/NSS/ NYKS where the services of trainers/coordinators of these organizations trained by NIDM/NCDC/ state CDTIs/CDTSs could be utilized.

- (vi) The 8 instructors of Civil Defence posted in each district should run camps for one or two days on Public Awareness, Community Preparedness, Search and Rescue and Medical First Aid at tehsil, block and village levels with the help of the Chief Wardens and Wardens as also the district administration, PRIs and coordinators of NSS and NYKS. The NDMA and NIDM will provide requisite guidelines, training materials and assistance for this purpose through the Deputy Controllers of Civil Defence in each of the states based on the vulnerability profile and local needs of the area.
- (vii) In these efforts, the 241 multi-hazard districts/areas (Annexure-D) should acquire priority. The multi-hazard districts are those which are vulnerable from at least three major hazards. For these districts, at least one annual training camp on Disaster Management should be organized under the aegis of the NDMA/State DDMA with the participation of NCC/NSS/NYKS/Civil Defence and NIDM.
- (viii) With a view to create a database of volunteers for Disaster Management, it is recommended that once NCC cadets complete their training in NCC, list of such cadets may be forwarded to Director Civil Defence of respective states/UTs for enrolling them in Civil Defence.

7.7 Categorization of CD Towns as CD Districts: New Criteria

At present there are 225 CD towns and of them only 121 have been activated (Annexure- A). In the proposed change, with Disaster Management being included as the primary responsibility of the Civil Defence, **the entire concept and orientation of Civil Defence coverage has to be changed from ‘town specific’ to ‘district specific’** with the area of responsibility covering the entire district. In this changed concept, **in the long run, all the 600 districts in the country would need to have Civil Defence coverage** because no district in the country may be considered to be fully safe from disasters. However, since it may not be practical to cover all the 600 districts in the country straightway, **it is proposed to implement the same in three phases**. In this connection it is relevant that Civil Defence protection to existing 121 CD towns would continue, with a minor change that in cases where the town is not the district hqr, the administrative unit would be shifted to the district hqrs. Extension of CD coverage to the remaining 479 districts (600 districts—121 already covered) have to be based on vulnerability profile. **For this purpose, the recent Vulnerability Atlas of India published by the Building Materials Technology Promotion Council (BMTPC), which classifies 241 districts in the country as multi hazard districts (Annexure-D) is suggested to be taken as the base and these 241 districts are proposed to be included at the initial stage. Of these 241 districts, 37 already figure in the 121 CD covered towns and thus, only 204 districts (241–37= 204) are the new districts to be covered in the initial stage. As such, in the initial stage a total of 325 districts (204 new districts+121existing) are proposed to be covered. In the next stage the remaining 275 districts are proposed to be covered.**

A consolidated statement of 121 existing CD towns as well as 241 districts identified by the BMTPC as multi-hazard districts is enclosed at Annexure-E to facilitate an overview. The implementation of the new scheme, including coverage of 325 districts in the initial stage and the remaining 275 districts in the

next stage may be staggered in the three phases (2007–08; 2008–09; 2009–10) as the states will have to arrange for infrastructure and manpower before the scheme can be made functional in the respective districts. The requirement of manpower, as far as it relates to permanent CD employees at every district hqr, has been indicated at para 7.8.2 (Table 2). The states would understandably take some time for recruitment of additional manpower and their training before they are positioned at district hqr. It may not be possible to lay down a clear roadmap or milestone for the states for recruitment, training and placement of the required number of CD personnel at every district hqrs, but it is felt that a sizeable number of them should start becoming available at the proposed district hqrs towards the end of 2007. Taking these factors into consideration, **the operationalisation of all the 600 districts with Civil Defence infrastructure is being suggested to be staggered in three phases on the following lines:**

i) Phase-1 2007-08	
Existing CD towns to be converted to CD districts	: 121
50% of 204 new districts	: 102
Total	: 223 districts
ii) Phase-2 2008-09	
Remaining 50% of 204 new districts	: 102
Part of the remaining 275 districts	: 150
Total	: 252 districts
iii) Phase-3 2009-10	
Balance 125 districts	: 125
Grand Total	: 600 districts

(Table 1)

7.8 Restructuring of the Organization

Civil Defence is essentially a community-based effort by motivated and trained volunteers. A small nucleus of permanent government staff at various functional levels is, however, needed for recruitment of Wardens as also, training, coordination, command and control. Since the Civil Defence organization is to be actively engaged in all aspects of Disaster Management, some restructuring and reorientation of the organization would be needed. At present the authorized strength of permanent staff and volunteers for various services is town-oriented based on vulnerability to hostile attack. But, with the added functionality of Disaster Management, the authorization and reach/jurisdiction of Civil Defence will have to be district-wise. Consequently, **the earlier concept of authorization of permanent CD staff based on Division concept is proposed to be abolished. If the Civil Defence personnel are authorized to all the 600 vulnerable districts on the basis of existing scale, the financial drain would be enormous. The recommendation, therefore, is to revamp the existing structure of Civil Defence by enhancing its functional and territorial responsibilities in a realistic and cost-effective manner.** While the

financial implications of the proposed restructuring, phase-wise, are detailed later in the report, the proposed restructuring and its rationale are delineated as under:

Permanent Staff

7.8.1 Existing Structure

In its instructions issued from time to time, the GOI has authorized the scale of permanent Civil Defence staff at state, district and town levels. The smallest unit of Civil Defence is a Division, per 2,00,000 of population. The existing staff authorization at different levels of the administrative units in the states is as under:

Town Level

One Division, per 2,00,000 of population, or part thereof, consisting of two Civil Defence instructors, one clerk and one messenger. The Civil Defence instructors in the divisions are the primary trainers of the enrolled volunteers.

District Level

One Deputy Controller of Civil Defence with support staff (12 persons). The Controller of Civil Defence at district level is District Magistrate, ex officio.

State Level

Directorate of Civil Defence is headed by Director Civil Defence. While in some of the states, there are separate Directorates for Home Guards and Civil Defence in many states, a combined Directorate of Home Guards and Civil Defence is authorized.

7.8.2 Proposed Structure: District Level

The district headquarters are proposed to be made the hub of all CD related activities in the states. The reach of the Civil Defence at the grass roots level is expected to be achieved through proper selection of persons with commitment for community service as Wardens by the district level CD officers assisted by Chief Wardens, Divisional Wardens and Post Wardens. Some of the target groups, from among whom Wardens may be selected are ex-service personnel, office bearers of PRIs/RWAs and professionals, etc. These Wardens, after basic training, would become the key-resource persons for training the community and raising a cadre of volunteers.

Further, the existing practice of authorizing permanent staff, division-wise, on the basis of population is proposed to be discontinued: in an average district of 20 lakh population, the existing scale would require 40 permanent staff in divisions besides 13 staff at district hqrs. Clearly, such a practice would be extravagant and impractical. It is, therefore, proposed to discontinue the division yardstick, and instead locate a minimum number of Civil Defence Instructors (CDIs), with skeleton supporting staff required for training, at the district level.

The staff authorized so far and recommended after the suggested reorganization at district hqrs is as under:

<u>OFFICE</u>	<u>EXISTING</u>	<u>PROPOSED</u>
<u>Deputy controller's office</u>		
Deputy controller	1 per CD district	1 per district
Stenographer	1	1
Store supdt./senior clerk	1	1
Wireless operator	1	1 (wireless/computer)
Junior clerks	2	2 (accts. and records)
Store man	2	—
Driver	1	2 (incl QRT)
Dispatch rider	1	—
Orderly/chowkidars	3	1 (+2 to be outsourced)
CDIs	—	8
<u>DIVISION (1 per 2 lakh of population)</u>		
CDIs	2	—
Junior clerk	1	—
Messenger	1	—
Total	13 + 4 per division	17 (+2 outsourced) per distt.

(Table 2)

Annual expenditure on salary of manpower per CD district on the suggested proposed staff would be Rs. 20,91,564 (Annexure-F). **The new staff to be recruited by states, consequent upon implementation of this proposal of Civil Defence set-up at every district hqr, may be either permanent employee or on contractual basis.**

In addition to the District Magistrate, who is also the controller of Civil Defence in the district, the District Superintendent of Police has also a key role to play in a disaster situation in any district. The District Superintendent of Police is in the best position to command, control and coordinate the activities of the Civil Defence, Home Guards and Fire Services in any disaster situation in the district. Therefore, considering the need of making the District Superintendent of Police an integral part of the proposed district set-up of the Civil Defence, it is recommended that the District Superintendent of Police should be designated ex-officio Additional Controller of Civil Defence and section 4 (1) of the Civil Defence Act, 1968 may be amended accordingly.

It may thus be seen that the new scale enables the Civil Defence set up to deal with enhanced territorial responsibilities, with a skeleton permanent staff. Emphasis has been kept on necessary field and training staff, while reducing the administrative/clerical staff. With proposed reorganization, expenditure on the CD unit in a district will not increase. In fact, it would result in substantial savings as the earlier concept of authorization of permanent staff for each division with 2 lakh population has been standardized to permanent staff at district hqr only.

It will be the responsibility of the respective states/UTs to provide suitable accommodation at the district hqrs for the Civil Defence set-up.

7.8.3 State Level

The main centre of activities related to training and other activities of Civil Defence will be the CDTIs/CDTSs and district level set-ups and not the office of the Director, Civil Defence at the state hqrs. Hence, a rationalization of sanctioned staff in the office of Director, Civil Defence at State/UT has been suggested reducing the total number from 12 to 8, as per the details given at Annexure-G and para 9.3.1 (Table 12).

7.8.4 Setting up QRTs

In consonance with the new role envisaged for Civil Defence, the capability of the Civil Defence staff wardens and volunteers to deal with disaster situations is to be enhanced through training, to be eventually utilized during disasters. It is suggested that the Civil Defence should set up QRTs for specific functions such as search and rescue, fire rescue and first aid. The concept of QRT would not only ensure the active involvement of Civil Defence in emergency management activities, but would also enhance its profile by allowing it to act as the first responder to disasters.

7.8.5 Composition of QRT

It is suggested to authorize one QRT per district, comprising:

Leaders	:	2 (CDIs)
Members	:	4 (Wardens/Volunteers)
Driver	:	1 (A van/SUV to be authorized)

As and when additional Training-cum-QRT vehicles (SUVs) are made available with the support of the corporate sectors (Annexure-N, para 9.1.2), number of QRTs in the districts may be accordingly increased with full utilization of the eight CDIs as the leaders of the teams. In addition to their expertise in specific Disaster Management, the members of QRT would be fully trained in first aid.

CDIs in the QRT are not additional, but out of the pool of CDIs already available in the Deputy Controller's office in district hqrs. Thus, setting up and operating the QRT would not be an extra burden on available manpower.

Corporate/private sector entities in the state/districts should be encouraged to donate vehicles for QRT. These vehicles may be allowed to display their logo for their publicity.

7.8.6 Volunteers

The Civil Defence scheme is based on the premise that government and community resources should be able to work together in a synergistic manner during a hostile attack scenario. It envisages enlistment of a large number of volunteers and training them for various duties. These volunteers are then integrated into the 12 services of Civil Defence to carry out the functions of Civil Defence.

7.9 Existing CD Services

The Civil Defence presently runs the under mentioned 12 services:

1. Headquarter Service
2. Communication Service
3. Warden Service
4. Casualty Service
5. Fire-Fighting Service
6. Training Service
7. Rescue Service
8. Depot and Transport Service
9. Supply Service
10. Salvage Service
11. Welfare Service
12. Corpse Disposal Service

7.10 Restructuring the 12 Civil Defence Services in the New Role

The present scheme of Civil Defence conceptualizes the 12 services as the main agencies carrying out the essential functions after an emergency. Except for the Warden Service, the basic idea is to enroll government personnel of key departments such as medical, transport, welfare, etc., in the Civil Defence and deploy them as core personnel of the required services, supplemented by Civil Defence Wardens/Volunteers and Home Guards, where manpower is required on a large scale, e.g., for fire rescue, first aid, rescue and relief. Under the existing arrangements so far, all the services were to operate from **Civil Defence Depots** which were supposed to be the control points of the operations.

The above arrangement presupposes a nodal role of the Civil Defence organization during an emergency. This model proved to be a success during the 1971 war when, charged with patriotic fervour, government personnel and Civil Defence participated in large number in Civil Defence requirements and activities. However, while entrusting the Civil Defence organization with the new role of Disaster Management, there is a need to review the concept, relevance and possible utility of these services.

The experiences of recent past in dealing with disasters has shown that the community at large has responded very well to the need of rescue, relief, and rehabilitation. There has generally been no dearth of donations of money, material and clothing. Volunteers/NGOs have also come forward to offer their services. The coordination of Disaster Management activities during and post-disaster has been done by the district administration. But, there has been little or no community involvement in pre-disaster measures, particularly in community capacity building and public awareness.

As indicated in the earlier section dealing with the new role of Civil Defence, the Civil Defence organization can play a lead role in generating public awareness and ensuring community preparedness to meet disasters. Once a disaster actually strikes, the Civil Defence resources may be used only in a supplemental role in the overall governmental effort. It may also be noted that the various departments of the government, such as medical and health, engineering services, supply and transport departments have expanded considerably over the years and have improved the quality and reach of their resources. It may, therefore, not be necessary to utilize their services under the umbrella of 12 Civil Defence services. This would make some of the 12 services redundant. **On the other hand, some services, such as training, would need to be strengthened to enable Civil Defence to perform its new role more effectively.**

The present status, composition and function of these 12 services and the recommendations in respect of continuance or otherwise of these services within the charter of responsibilities of Civil Defence are as under:

7.10.1 Headquarter Service

The function of this service is to set up and run the headquarters of Civil Defence. The District Magistrate, who is also the Controller of Civil Defence, and his personal staff like steno etc., are designated to be part of hqrs service. **It is suggested that this service may be supplemented by volunteers on need basis.**

7.10.2 Communication Service

This service is entrusted with the task of communication systems and warning sirens, etc. The Deputy controller of Civil Defence is the Officer Commanding of this service which is primarily manned by selected government department personnel, assisted by Telecom and CD staff. Volunteers are generally not part of this service whose functions are purely technical. **It is suggested that some volunteers with technical or communication technology background may be enlisted for this service and this service may be amalgamated with Headquarter Service.**

7.10.3 Warden Service—Reorganization

This is the most important service of Civil Defence, manned wholly by volunteers. Wardens are generally knowledgeable and influential people of the locality with aptitude and inclination for public service. They are enlisted and trained to advise, help and guide the community in their areas and generally to serve as the link between the people and the authorities. The warden service is organized in a hierarchical structure with territorial responsibilities.

Being the core service of the Civil Defence set up, it is suggested that profile of Warden Service should be improved. The wardens are an effective interface between the Civil Defence authorities/officials and the community at large. They should not only be trained and used in post-disaster activities, but should also provided have a key role in fulfilling the pre-disaster responsibilities of Civil Defence. The Wardens should function as the key-resource persons to the Civil Defence set up for training the community, raising a cadre of volunteers and maximizing the reach of the Civil Defence to remote areas.

It is proposed to reduce the overall authorization of Sector Wardens (12.98 lakhs) to a realistic figure and link their number to geographical units rather than to population. The existing and proposed authorization at different levels, are as under:

Posts	Present	Suggested	Suggested Location
Chief Warden and Deputy Chief Warden	1 each per district/town	1 Chief Warden and 2 Dy. Chief Wardens (1 for community capacity building/public awareness and 1 for Rescue & Relief)	District hqr
Divisional Warden and Deputy Divisional Warden	1 each per division (2,00,000 population)	1 Divisional Warden and 2 Dy. Divisional Wardens	Sub. Div. hqr.
Post Warden and Dy. Post Warden	1 each per Post (20,000 population)	1 Post warden and 2 Dy. Post Wardens	Block hqr
Sector Wardens	2 per sector (4,000 population)	2 per sector (5,000 population)	Panchayat/village/ward

Table 3

TOTAL no. 100 (per 2 lakhs) 800 (approx.) per district of average 20 lakhs population. (Sector Wardens)

Total no. of Wardens: 800 x 600 districts = 4,80,000

The Civil Defence apparatus at the district level will have to make sincere efforts to achieve this target of 4,80,000 Wardens in the next three years. Training of 25 volunteers each by these 4,80,000 wardens would mean bringing 1.20 crores population within the fold of Civil Defence in next 5 years, a target (1% of population) suggested in the report of Second Administrative Reforms Commission.

7.10.4 Casualty Service

This service is to provide first aid facilities on the spot and at fixed centres as well as to provide transport to the casualties. This comprises First Aid Parties (manned by trained volunteers), First Aid Posts (manned by doctors, nurses and trained volunteers) and Mobile Surgical Units (manned by

doctors, technicians and medical staff). The service is also supposed to operate an ambulance service. The authorized scale is:

First Aid Parties (each of 4 First Aiders and one driver)	: 3 per First Aid Post
First Aid Posts	: 1 per 20,000 population
Mobile Surgical Unit	: 1 per 6,00,000 of population

It is felt that with the adequate development of the medical and health infrastructure in the states, it may not be necessary for the Civil Defence department to set up First Aid Posts or Mobile Surgical Units. However, **the Civil Defence activities must continue to concentrate on providing first aid training to as large a segment of population as possible, as part of its efforts to increase the coping capacity of the community. Efforts should be made to enlist as many paramedics as possible as Civil Defence Wardens/Volunteers.** Able bodied and willing personnel should be identified in each block/panchayat/village and trained in first aid so that they could provide immediate help to victims, should a disaster occur in their vicinity. Training of one First Aid Party, comprising one leader and three first-aiders may be targeted per 1,000 of population. In rural areas, there should be at least one First Aid Party in each village even if its population is less than one thousand (for example in hill areas).

7.10.5 Fire-fighting Service

This is yet another component of Civil Defence manned largely by volunteers trained in fire-fighting to deal with small fires independently, and to supplement the Fire Services department in case of big fires. The service consists of House Fire Parties of 4 trained volunteers each on a scale of 1 House Fire Party per 1,000 of population.

Since this is a very important component of community capacity building, it is suggested that **all-out efforts be made by the Civil Defence department to train people in large numbers to deal with small-scale fires. The present scale of training one House Fire Party per 1,000 of population may be retained for the entire district, with the stipulation that there should be a minimum of one House Fire Party in each village in rural areas.**

7.10.6 Training Service

In the new role envisaged for Civil Defence, training service would form a key component since the major thrust of Civil Defence activities would be on increasing community awareness and coping capacity in pre-disaster arena. This service would consist of two streams: one for Community Awareness and the other for Medical First Response and Search and Rescue. Each wing of this service at district level would consist of, under the overall control of the deputy controller of Civil Defence, four CDIs each and trained Wardens. The instructors would first be trained in the State CDTI and would then impart training through a community outreach programme. A multi-purpose vehicle, being authorized in every district for the QRT would be used by the training service for community awareness programs in normal times, and for search and rescue operations during a disaster scenario, thus ensuring maximum utilization of resources.

For CDIs, earmarked for the community capacity building stream, special courses may be designed to train them in the skills of volunteer recruitment, volunteer retention and volunteer management. This is necessary to increase the resource base of the Civil Defence efforts.

Under the community awareness programme, in addition to training the CDIs, sector Wardens would be earmarked as 'community instructors' and provided the necessary training. **The effort should be to raise and train such community instructors upto village level.**

7.10.7 Rescue Service

The primary object of this service is to rescue living persons from the damaged site, recovery of dead bodies and to take immediate steps to prevent impending collapse of structures. This service is organized in the form of Rescue Parties, each consisting of 1 leader, 6 members and one driver, at a scale of 1 Rescue Party per 50,000 of population.

In view of the technical knowledge needed for rescue, it is felt that the QRT being authorized at district hqrs level would form the nucleus of the Rescue Service. However, **efforts to increase community awareness on search and rescue operations may be continued with the help of the training service, so that adequate community support is available to rescue teams on the disaster site in case of need.**

7.10.8 Depot and Transport Service

The function of this service is to man the depots of Civil Defence, provide transport to various services, ensure repairs and recovery of vehicles and control the issue of petrol, oil and lubricants (POL) to vehicles. The Regional Transport Officer (RTO) or his equivalent is generally designated as in charge of this service, who performs his functions with the help of his own (transport department) staff, requisitioned vehicles and drivers and some Home Guards for administrative duties. Since there are designated departments in the state and local administration to deal with these subjects and the scope for any meaningful contribution for the Civil Defence set up in this area is very limited, **it is recommended that this service may be discontinued from the charter of responsibilities of Civil Defence.**

7.10.9 Supply Service

The supply service is to plan, organize and stockpile the necessary equipment for Civil Defence before an actual emergency and be responsible for its distribution to the various services of Civil Defence in times of need. The Directorate of Civil Defence at the state level is generally responsible for identification, procurement, storage and maintenance of Civil Defence equipment. For local requirements during emergencies, 1 supply officer, 2 store clerks, 2 attendants and 1 watchman are authorized per Division of Civil Defence (2,00,000 population). The volunteers have only minimal role to play in the supply service, and that too during emergencies. Considering the fact that the district and local administration already has requisite infrastructure and resources for this purpose, **it is recommended that this service may be discontinued from the charter of responsibilities of Civil Defence.**

7.10.10 Salvage Service

The salvage service is meant to take charge and keep in safe custody valuable properties of victims of disaster, who may be unavailable or unable to take care of their properties by virtue of being affected by disaster. Generally, an officer of PWD or other department is designated the head of the salvage service, who conducts the salvage operations and arranges for safe storage of the property with the help of personnel of his department, Home Guards/Civil Defence volunteers and police personnel. He also arranges for the suitable sale/disposal of the perishable property and accounting for the proceeds to be later paid to owners or heirs of the property. **Since the state administration has the requisite infrastructure and resources for this purpose, it is recommended that this service may be retained as a supplemental role and combined with the Rescue service.**

7.10.11 Welfare Service

This service deals with evacuation of victims of an emergency, providing information and guidance to them and caring for the homeless by arranging temporary shelter, food and clothing. A district-level officer of the state government is generally designated as in charge of this service, who organizes the setting up of shelters, evacuation and other relief measures. He is assisted in this job by government personnel of his own department, personnel of the welfare department and volunteers of Home Guards, Civil Defence and various NGOs as per need. **This is one area where the Civil Defence volunteers may be of considerable help to the local administration and hence, it is recommended to retain this service in a supplemental role for the Civil Defence.**

7.10.12 Corpse Disposal Service

This service is to be headed by a Medical Officer of the Municipality or Corporation of the town concerned. He is to be assisted by staff of the municipality supplemented by Home Guards, if needed, and sweepers. One Corpse Disposal Squad, consisting of 1 leader, 1 driver and 4 attendants is authorized per 2,00,000 of population. **This service is recommended to be deleted from the charter of responsibilities of Civil Defence.** To sum up, the recommendation with respect to these 12 services are as follows:

Services to be Retained with Enhanced Profile

1. Warden Service
2. Training Service

Services to be Retained in Supplemental Role

1. Headquarter and Communication Service
2. Casualty Service

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3. Fire-fighting Service
4. Rescue and Salvage Service
5. Welfare Service

Services to be Discontinued

1. Depot and Transport Service
2. Supply Service
3. Corpse Disposal Service

New Role of Civil Defence in Disaster Management

1. Public Awareness
2. Community Capacity Building

8.1.1 Present Status

The Civil Defence presently has a three-tier training infrastructure. The training of trainers and specialized training is conducted at the National Civil Defence College, Nagpur, team/leadership training is conducted at state CDTIs and training of Wardens/Volunteers in Civil Defence organizations is carried out at local (town) levels by trainers in the form of short-term training programmes.

8.1.2 National Civil Defence College (NCDC)

The curriculum of this national-level institution, which is primarily response oriented, will need a review with greater emphasis on training in the field of community capacity building and public awareness. The success of the suggested new role of Civil Defence will largely depend on selection of motivated wardens with aptitude for social service. The selection of wardens would be primarily done by permanent employees of Civil Defence in districts as also the Chief Wardens, Divisional Wardens and Post Wardens. Keeping this in view, **NCDC will have to design new courses for permanent employees and Chief Wardens etc., to train them in the technique of talent spotting, enlisting wardens, sustaining their interest and keeping their motivation levels high. It is recommended that a committee headed by DG Civil Defence and comprising representatives from NDMA, MHA, NIDM and Director NCDC as members should review the entire syllabi of this institution.**

An expert committee constituted by the MHA to upgrade the NCDC into an Institution of excellence submitted its report in 1997. In terms of the recommendations of this Committee, a Rs. 15 crore project to upgrade the infrastructure of this institution is in progress. Hence, except review of the syllabi of this institution no fresh recommendation seems warranted at this stage.

8.1.3 Training in the State CDTIs

Community being the first responder in any disaster, community capacity building should acquire the highest priority in the Disaster Management framework. This fact has been acknowledged in the report of the Second Administrative Reforms Commission as well wherein it has been suggested that 1% of total population of the country should be brought within the fold of Civil Defence within the next 5 years. **A viable option to achieve this mammoth task of community capacity building is to use the huge resource pool of 4,80,000 Wardens (Ref para 7.10.3) for this purpose after providing them proper training. To train these 4,80,000 wardens in a time frame of 3 to 5 years, each of the states would, on the average, need to have CD training institutions with annual training capacity of**

3,000 to 5,000 trainees. In addition, these institutions should have capacity to train permanent employees of CD, volunteers, youth organizations, office bearers of PRIs, urban local bodies and NGOs etc.

As far as the existing training infrastructure of Civil Defence is concerned, presently, only 17 states have Central Training Institutes (Annexure-B). Most of them are combined training institutes for Civil Defence and Home Guards with limited training capacity and some of them are virtually non-functional on account of financial constraints and inadequate resources. The existing inadequacies in the limited number of combined central training institutes is further compounded with distinct difference in the training requirements as also trainees’ profile in the Home Guards and the Civil Defence. While the Home Guards are like auxiliary police service personnel on daily wages, the trainees for Civil Defence would be basically professionals, representatives from PRIs/RWAs, ex-service personnel, co-coordinators of NSS, NCC and NYKS, besides CD employees etc.

Since no other existing training institution in the states would be able to take up the mammoth additional role of training a minimum of 3,000 to 5,000 CD trainees every year, it is recommended that all the states should have independent and well equipped CDTIs at a modest scale to start with. It is also recommended that the committee headed by DG/Civil Defence, as mentioned at para 8.1.2, should review the training syllabi of the proposed new CD training institutes/schools as well. These training institutes/schools should also assist the district level CD instructors and wardens to conduct off campus training in educational institutions, government offices as also at village, block and tehsil levels.

8.1.4 Suggested Locations of CDTIs/CDTSs

It is recommended that taking into the size and disaster vulnerability following 18 states should have CDTIs and 13 states/UTs should have CDTSs:

	CD Training Institutes	CD Training Schools
1	Andhra Pradesh	Andaman & N Islands
2.	Assam	Arunachal Pradesh
3.	Bihar	Chattisgarh
4.	Delhi	Goa
5.	Gujarat	Jharkhand
6.	Haryana	Manipur
7.	Himachal Pradesh	Meghalaya
8.	Jammu & Kashmir	Mizoram
9.	Karnataka	Nagaland
10.	Kerala(including Lakshadweep)	Pondicherry
11.	Madhya Pradesh	Sikkim
12.	Maharashtra	Tripura
13.	Orissa	Uttaranchal
14.	Punjab	
15.	Rajasthan	
16.	Tamil Nadu	
17.	Uttar Pradesh	
18.	West Bengal	

Table 4

Taking into account the high level of vulnerability of all the north-eastern states, at a later stage, the CD training institute at Guwahati may be upgraded as a Regional CD training institute. **It will be the responsibility of States/UTs to provide adequate land for these institutions.**

8.1.5 Indicative Cost of Infrastructure, Equipment and Transport for each CDTI and CDTS:

CDTI (18 nos)	Cost per Unit (in Rs.)	Total Cost (in Rs.)	Reference
Infrastructure	2,11,20,000	38,01,60,000	(Annexure-II)
Transport	22,90,000	4,12,20,000	(Annexure-I)
Equipment	35,00,000	6,30,00,000	(Annexure-J)
Total	2,69,10,000	48,43,80,000	

CDTS (13 nos)	Cost per Unit (in Rs.)	Total Cost (in Rs.)	Reference
Infrastructure	1,32,00,000	17,16,00,000	(Annexure-K)
Transport	22,90,000	2,97,70,000	(Annexure-I)
Equipment	35,00,000	4,55,00,000	(Annexure-J)
Total	1,89,90,000	24,68,70,000	

Table 5

8.1.6 Training Staff Recommended at each of the CDTIs, with Financial Implications:

CDTI (Annexure-K)

1. Director	1	9. Paramedic Staff	2
2. Dy. Director	1	10. Driver	5
3. Medical Officer	1	11. Office Supdt.	1
4. Asstt. Director	4	12. Office Asstt.	2
5. Lib/Inf. Asstt.	1	13. Steno Typist	1
6. Store Keeper	1	14. UDC	1
7. Sr. Demonstrator	2	15. LDC	2
8. Jr. Demonstrator	7	16. Class-IV	<u>10</u>
		Total	<u>42</u>

Expdr. per Unit (in Rs.)	Total Expdr For 18 CDTI (in Rs)	Reference
42,27,732	7,60,99,176	(Annexure-L)

Table 6

8.1.7 Training Staff Recommended at each of the CDTs, with Financial Implications:**CDTS (Annexure-M)**

1. Principal	1	6. LDC	2
2. Sr. Instructor	1	7. Store Keeper	1
3. Medical Officer	1	8. Demonstrator	3
4. Instructor	4	9. Driver	3
5. Steno Typist	1	10. Class-IV	<u>6</u>
		Total	<u>23</u>

Expdr. per unit (in Rs.)	Total Expdr (in Rs.)	Reference
21,20,100	2,75,61,300	(Annexure-M)

Table 7**8.1.8 Training at District Level**

As has been mentioned at para 7.8.2 and 7.10.6, the CD infrastructure at district hqr, with 8 CDIs, would constitute the focal point of CD-related training activities at the grass-root level in the districts. These CDIs, assisted by Sector Wardens etc., would run training programmes in educational institutions, offices of the government and private sector as also at village, block and tehsil level under the guidance and supervision of the Deputy Controller of CD as also the state CDTI/CDTS and, wherever necessary, in close coordination with PRIs and RWAs etc.

Financial Implication and Funding Mechanism

9

9.1.1 Concept

The implementation and sustainability of the recommendations of this report would be possible only if the centre as also the states are equally involved and these efforts are supplemented, wherever possible, with support and donations from corporate sectors and private organizations.

9.1.2 Involvement of Corporate Sector

Significantly, a section of corporate sector is enthusiastically inclined to support the capacity building efforts of the government in the field of Disaster Management as a part of corporate social responsibility. The Civil Defence set up at all levels should be permitted to accept support and donations from corporate sector, as has been recommended by HPC (J.C. Pant Committee) and the Second Administrative Reforms Commission. **The implementation of CD activities and programmes may, as far as possible, be on the pattern of Public-Private partnership with the states/UTs taking steps to involve the corporate sector in this endeavour, particularly in the field of training, equipping and community capacity building at the CDTI/CDTS as also at the district level.** The corporate sector is willing to accept this responsibility to NDMA along with State Disaster Management Authorities (SDMAs)/state authorities and the corporate sector may decide on assigning the responsibility of equipping and supporting the Civil Defence sponsored community capacity building programmes of a group of districts to one corporate business house. Keeping in view the likely support from the corporate sector, minimum level of transport has been recommended at the CD districts (Annexure-N) and the CDTI/CDTS (Annexure-I). It is recommended that to begin with the yardstick for the corporate sector support may be at the scale of at least one ambulance and one SUV (training-cum QRT vehicle) for a population of 4 lakh to 5 lakh in a district. Similarly for the 31 training centres at the state hqrs, two ambulances and two SUVs (training-cum-QRT vehicles) for each CDTI and one ambulance and one SUV for each CDTS may be the minimum target assigned to the corporate sectors. **It is recommended that any contribution by the corporate sector on Civil Defence activities and Civil Defence training programmes may be exempted from payment of taxes, as appropriate, by the Finance Ministry.**

9.1.3 CDTIs/CDTSs (Non-Recurring)

The cost of infrastructure (except land), equipment and transport in respect of the CDTIs/CDTSs is recommended to be borne by the centre. However, the full liability of the Centre will not occur immediately from the ensuing financial year. Due to the factors like time required in the acceptance

of the report by the government and setting the procurement and infrastructure building actions in motion in the states and the UTs, there will be only limited cash outgo in the initial years. This position is explained in the subsequent paras .

9.1.4 Infrastructure of CDTIs/CDTSs

As regards the fund outlay, actually needed to be made available in the first three years for the development of **infrastructure** recommended for the CDTIs and CDTSs, the process would set out with the exercise to identify land for these institutes/ schools, wherever not available. The acquisition of land would take some time followed by the minimum time required to obtain the sanction of the competent authority for the construction, followed by a time-frame to be given to get the tender formalities completed. As such, **the likely expenditure on the infrastructure will not be more than 20% of the total amount proposed in the first financial year i.e., 2007–08. The expenditure on the next two financial year i.e., 2008–09 and 2009–10 is, nevertheless, expected to be around 50% and 30% respectively.**

9.1.5 Equipment

The purchase of **equipment** should be at the same pace as the infrastructural development and recruitment of manpower. It would not be prudent to stock the equipment without the corresponding creation of storage space and the actual requirement of the same for the training purpose. Hence, the entire inventory of the equipment may not be necessary to be amassed immediately. The expected percentage of growth in the infrastructure in the first three years has been dwelt upon in the preceding para 9.1.4. The roadmap and milestone for the procurement of the equipment would chart through the same course. It is expected that the **expenditure on the equipment in the first financial year 2007–08 would be around 30%**, slightly higher than 20% targeted for the infrastructural development in the corresponding period, the reason being that at some locations the infrastructure is available and the concerned states/UTs may acquire the equipment earlier than the states/UTs where the infrastructure has to be created from a scratch. Accordingly, the **envisaged outlay for the equipment in next two financial years i.e. 2008–09 and 2009–10 is expected to be around 50% and 20% respectively.**

9.1.6 Transport

The **transport** recommended for the CDTIs and CDTSs can be purchased in two years time. As the volume of the purchase is very little, it can be acquired in one go. However, in the light of discussion held in the paras above on the progress expected to be made in the areas of infrastructure, equipment and manpower in the first three financial years, **it is proposed to spend only 50% of the total outlay for transport in the first year 2007–08 and remaining 50% in the subsequent financial year 2008–09.**

9.1.7 Summary of Expenditure on CDTIs/CDTSs (Non-recurring):

CDTI (18 nos.)	Cost per Unit (in Rs.)	Total cost (in Rs.)	Phase -1 2007-08	Phase-2 2008-09	Phase-3 2009-10	Reference
Infrastructure	2,11,20,000	38,01,60,000	7,60,32,000 (20%)	19,00,80,000 (50%)	11,40,48,000 (30%)	Para-9.1.4 (Annex-H)
Transport	22,90,000	4,12,20,000	2,06,10,000 (50%)	2,06,10,000 (50%)	-	Para-9.1.6 (Annex-I)
Equipment	35,00,000	5,60,00,000	1,68,00,000 (30%)	2,80,00,000 (50%)	1,12,00,000 (20%)	Para-9.1.5 (Annex-J)
CDTS (13 nos.)	2,69,10,000	47,73,80,000	11,34,42,000	23,86,90,000	12,52,48,000	
Infrastructure	1,32,00,000	17,16,00,000	3,43,20,000 (20%)	8,58,00,000 (50%)	5,14,80,000 (30%)	Para-9.1.4 (Annex-K)
Transport	22,90,000	2,97,70,000	1,48,85,000 (50%)	1,48,85,000 (50%)		Para-9.1.6 (Annex-I)
Equipment	35,00,000	4,55,00,000	1,36,50,000 (30%)	2,27,50,000 (50%)	91,00,000 (20%)	Para-9.1.5 (Annex-J)
	1,89,90,000	24,68,70,000	6,28,55,000	12,34,35,000	6,05,80,000	
Gross Total		72,42,50,000	17,62,97,000	36,21,25,000	18,58,28,000	

Table 8**9.1.8 CDTIs and CDTSs (Recurring):****Manpower**

On the side of recurring expenditure, the most important component is the expenses on **manpower** in these CDTIs and CDTSs. It may not be possible to recruit and place the entire manpower in these CDTIs/CDTSs from the very first year itself. The states/UTs will take time in recruitment of the manpower and therefore, the manpower in the CDTIs/ CDTSs is expected to be available in a phased manner spreading over three years. The manpower intake is likely to be as under:

- i) Phase-I (2007-08) 20%
- ii) Phase-II (2008-09) another 50%, total 70%
- ii) Phase-III (2009-10) another 30%, total 100%

It is recommended that **for the first five years the expenditure on the manpower may be 100% funded by the centre.** Thereafter, for the next five years the centre's share may **taper off at the rate of 10% every year with the liability shifting on the states/UTs at the same rate.** Thus, after ten years, the share of the centre will come down to 50% and remaining 50% will stay with the states/UTs. The training allowance proposed for the trainees will also be catered for in the same ratio as in the case of manpower. (Annexure-O).

9.1.9 Maintenance of CDTI/CDTS Buildings

Completion of construction of CDTIs and CDTSs building would take around three years and expense on maintenance would begin one year thereafter. Hence, no expenditure is likely to be incurred on the maintenance of the buildings for the first three years. It is recommended that **maintenance** of the buildings may also be centrally funded for the first five years. Thereafter, the centre's share may begin tapering off at the rate of 10% for next five years and after 10 years centre and states/UTs would share the burden in an equal proportion i.e., 50% each.

9.1.10 Training Allowance

The trainees at Civil Defence training institutions are presently authorized a meagre training allowance at the rate of Rs. 28 per day. **It is recommended that this may be raised to Rs. 150/- per day. It is further recommended that the funding of the training allowance may also be on the same lines as in the case of manpower for CDTIs and CDTSs, as suggested at para 9.1.8 above, i.e., 100% funding by centre for the first 5 years and thereafter 10% of the share to be passed on to states every year and finally, after the tenth year the sharing of training allowance cost to stabilize at the rate of 50% each.** It is estimated that in the initial years the NCDC and state-level training institutions/schools would train around 23,000 volunteers in 1,82,000 workdays involving the total training allowance of Rs. 2,73,00,000 per year. However, in the first year (2007–08) only 50% of this training capacity/expenditure is estimated to be utilized. The expenditure suggested under different training heads is a modest amount and as the training activities gather momentum, additional budgetary allocation may be required.

9.1.11 Summary of Expenditure on CDTIs/CDTSs (Recurring):

Manpower	Cost per Unit (in Rs.)	Total cost (in Rs.)	Phase-1 2007-08 (20%)	Phase-2 2008-09 (70%)	Phase-3 2009-10 (100%)	Reference
18 CDTI	42,27,732	7,60,99,176	1,52,19,835	5,32,69,432	7,60,99,176	Para-9.1.8 & 8.1.6 (Table 6) (Annexure-L)
13 CDTS	21,20,100	2,75,61,300	55,12,260	1,92,92,910	2,75,61,300	Para : 9.1.8 & 8.1.7 (Table 7) (Annexure- M)
Total		10,36,60,476	2,07,32,095	7,25,62,342	10,36,60,476	
Maintenance of building	Cost per Unit (in Rs.)	Total cost (in Rs.)	Phase-1 2007-08 (20%)	Phase-2 2008-09 (70%)	Phase-3 2009-10 (100%)	Reference
18 CDTI	10,56,000	1,90,08,000	Nil	Nil	Nil	Para-9.1.9 (Annexure- H) No Expdr in first 3 years
13 CDTS	6,60,000	85,80,000	Nil	Nil		Para-9.1.9 (Annexure- K) No Expdr in first 3 years
Total		2,75,88,000				
Training Allowance	Cost per Unit (in Rs.)	Total cost (in Rs.)	Phase-1 2007-08 (20%)	Phase-2 2008-09 (70%)	Phase-3 2009-10 (100%)	Reference
	Rs. 150 per trainee per day	2,73,00,000	Nil	Nil	Nil	Para-9.1.10 (Annexure - O)

Table 9

9.2.1 Civil Defence Districts (Non-recurring)

It is recommended that all 600 districts in the country should be activated with Civil Defence infrastructure in a phased manner with manpower, equipment, transport and training expenses. **The expenditure in respect of manpower, equipment, transport and training is recommended to be shared equally between the Centre and the states/UTs. Since training of community in disaster preparedness and Disaster Management is the most important aspect of capacity building, states/UTs would be expected to meet their share (50%) of training expenses out of their own resources which may include the Calamity Relief Fund (CRF). As regards equipment and transport, States/UTs may meet their share from their own resources, which may be from CRF budget or by donations from corporate sector.**

9.2.2 Completion Schedule

The activation of all the 600 districts is suggested to be **completed in three phases** spread over three financial years' i.e., 2007–08, 2008–09 and 2009–10 as per the schedule mentioned at para 7.7, Table-1. In the first financial year i.e., **2007–08** total **223** districts may be activated. The next financial year **2008–09** should see the activation of **252 such districts** and finally, in the financial year **2009–10 remaining 125 districts** is to be made functional.

9.2.3 Expenditure on Activation of Districts

The non-recurring **expenditure** on activation of the districts will be **in the same proportion as indicated at para 9.2.2**. If the total cost of the activation of one district comes to Rs. X, then in the year 2007–08 the expenditure will be Rs. 223X, in the year 2008–09 it would come to Rs. 252X and in the year 2009–10, it will be Rs. 125X. **As regards the recurring expenditure, in addition to expenditure on salary of manpower, authorization of expenditure upto Rs. 6,00,000 per district per annum is recommended for all expenses related to training of community.** The financial liability of the centre and states/UTs for the recurring expenditure have been calculated separately which would be at the rate of 50% for centre and 50% states/UTs.

9.2.4 Summary of Expenditure on CD Districts (Non-recurring):

	Cost per Unit (in Rs.)	Total cost (in Rs.)	2007-08	2008-09	2009-10	Reference
CD Districts		(600 Dists)	(223 Dists)	(252 Dists)	(125 Dists)	
Equipment	15,10,850	90,65,10,000	33,69,19,550	38,07,34,200	18,88,56,250	(Annex-P)
<i>(50% Centre)</i>		<i>45,32,55,000</i>	<i>16,84,59,775</i>	<i>19,03,67,100</i>	<i>9,44,28,125</i>	
Transport	4,40,000	26,48,80,000	13,24,40,000	13,24,40,000		(Annex-N)
<i>(50% Centre)</i>	<i>2,20,000</i>	<i>13,24,40,000</i>	<i>6,62,20,000</i>	<i>6,62,20,000</i>		
Total	19,50,850	1,17,13,90,000	46,93,59,550	51,31,74,200	18,88,56,250	
50% Centre	9,75,425	58,56,95,000	23,46,79,775	25,65,87,100	9,44,28,125	

Table 10

9.2.5 Summary of Expenditure on CD Districts (Recurring):

	Cost per Unit (in Rs.)	Total cost (in Rs.)	2007-08	2008-09	2009-10	Reference
Manpower	20,91,564	1,25,49,38,400	46,64,18,772	52,70,74,128 +46,64,18,772 =99,34,92,900	26,14,45,500 +71,48,54,100 = 97,62,99,600	(Annex-F)
<i>(50% Centre)</i>		62,74,69,200	23,32,09,386	49,67,46,450	4,881,49,800	
Training Expenses	6,00,000	36,00,00,000	13,38,00,000	15,12,00,000 +13,38,00,000 =28,50,00,000	7,50,00,000 + =28,50,00,000 36,00,00,000	Para 9.2.3
<i>(50% Centre)</i>		18,00,00,000	6,69,00,000	14,25,00,000	18,00,00,000	
Total	26,91,564	1,61,49,38,400	60,02,18,772	1,27,84,92,900	1,33,62,99,600	
<i>(50% Centre)</i>	13,45,782	80,74,69,200	30,01,09,386	63,92,46,450	66,81,49,800	

Table 11

9.3.1 Civil Defence Hqrs in the States/UTs

The expenditure on the establishment of Civil Defence hqrs at 31 states/UTs capitals is recommended to be shared equally between centre and the states/UTs. The financial liability for the centre and the states is likely to arise from the financial year 2007–08.

Summary of Expenditure on Establishment of CD Hqr at 31 states/UTs Capital:

	Cost per Unit (in Rs.)	Total cost (in Rs.)	State's share	Center's share	Reference
Manpower	10,46,712	3,24,48,072	1,62,24,036 (50%)	1,62,24,036 (50%)	(Annex-G)

Table 12

9.3.2 Office of the Director General Civil Defence (DG CD), MHA

The office of the DG CD, comprising the Civil Defence, Home Guards and Fire Services wings, has a total strength of 51 staff (Annexure-Q). The authorized strength of the Civil Defence wing and the communication wings is only 13, out of the total of 51. Implementation of the suggested recommendations would mean significant increase in the workload of the office of the DG CD, particularly at the senior supervisory level. Hence, a rationalization of the total sanctioned staff is recommended by creation of supervisory level posts and surrender of junior level posts. It is proposed to merge one post of each ADG (CD) and ADG (Communications) and create one post of IG and one post of DIG/DDG (CD) with supporting staff in this office. To ensure that the proposed reorganization has no additional financial implication, it is

proposed to surrender 10 posts (including the posts of ADG, CD and ADG, Communication, as shown at Annexure-Q) and create 7 new posts (including one IG and one DIG/DDG, CD, as shown at Annexure-R). The total organization strength of the DG CD, which is proposed to be reduced from 51 to 48 is shown at Annexure-R. The DG CD has prepared a detailed justification of this proposed reorganization, which is not included in this report and may be sent directly to the MHA.

Amendment to CD Act/Rules

10

10.1 Amendment to CD Act

The central Government has been vested with powers under Section 3 (i) (z) of the Civil Defence Act to make rules for utilization of the Civil Defence corps for any other 'purpose'. Accordingly, in pursuance of MHA (GOI) order dated 5 September 2003, some of the states are effectively utilizing the services of CD volunteers for post-disaster response and relief as also for pre-disaster activities related to community preparedness, public awareness and mitigation. The recommended changed role of the Civil Defence in the field of Disaster Management may continue under the above referred executive order of the MHA. However, in the long run, it may be advisable to give a statutory backing to the recommended changed role of the Civil Defence by suitable amendments to the Civil Defence Act, 1968, on the same lines as have been recommended in the report of the Second Administrative Reforms Commission. The suggested amendments are:

- (i) In section 2 (a) of the Civil Defence Act, after the word 'attack' in the last line, the following may be added to give a wider meaning to the definition of 'Civil Defence':
'or any similar measures taken before, during or after any disaster'.
- (ii) Accordingly, a new sub section 2 (d) may be inserted in the Act to include the definition of 'disaster', which may be identical with the definition at Sec 2 (d) of the Disaster Management Act, 2005.

10.2 Civil Defence Advisory Committee

This is a Committee under the Chairmanship of the Union Home Minister to review the progress and problems of Civil Defence and Home Guards for making these organizations more effective. The other members of the Committee are Union Finance Minister, Defence Minister, Agriculture Minister, Minister of State, Home, Minister in charge of Civil Defence, Chief Secretaries and Directors General of Police of some of the states and Director, NCDC with DG CD, MHA as Member-cum-ex-officio Secretary. **Since Civil Defence is proposed to be integrated in the overall Disaster Management framework in a major way, it is recommended that this Committee may be reconstituted to include the Vice-Chairman, NDMA as a member.** This Committee was last reconstituted in 1997. The states (Chief Secretaries and DsGP) included in this Committee are Assam, Bihar, Gujarat, Jammu and Kashmir, Maharashtra, Punjab, Rajasthan, Uttar Pradesh, West Bengal and UT of Delhi. This list is primarily based on the hitherto war scenario concept of Civil Defence. **The proposed reconstituted Committee should take into account disaster vulnerability of the states and based on this parameter it is recommended that the states of Andhra Pradesh and Orissa may also be included in the reconstituted Committee.**

11 Measures to Enhance the Civil Defence

As discussed earlier, the image of the Civil Defence department has suffered over the years due to a number of factors. While the department is being entrusted with additional role in the Disaster Management sector, it would be fruitful to initiate some measures to enhance the image and self esteem of the Civil Defence, which would go a long way in improving its efficacy. Some of the suggested measures in this regards are as under:

11.1 Empowerment of DG CD

The Director Civil Defence in the state should be an ex-officio member of the State Executive Committee constituted under the Disaster Management Act 2005. This would ensure full involvement of the Civil Defence set up in the policy and planning of various Disaster Management measures and would help the Director Civil Defence to chalk out the action plan for Civil Defence in the line with the plan of action of State Executive Committee. Similarly, the district-level Disaster Management authority should include the Deputy Controller of Civil Defence and the Chief Warden.

The Director of Civil Defence in the state should be in charge of Home Guards and Fire Services also. At present, Director CD in most of the states are also controlling Home Guards, while Fire Services are either under the civil administration or the police or local municipal authorities. In view of the supplemental role of the Home Guards personnel in Civil Defence activities, a unified leadership is essential. Integration of Fire Services in Civil Defence would ensure optimum utilization of the limited resources in the states as also better coordination between the three agencies in disaster response activities.

11.2 Adequate Infrastructure at District Level

With the proposed reorganization of Civil Defence structure, the office of the Deputy Controller of Civil Defence in the district will become the hub of CD activities in the district. All the activities like enrollment of volunteers, training, community awareness programmes etc., will be coordinated from district hqrs. Emphasis will have to be given on enrolling quality volunteers (including Chief Warden, Warden and Deputy Warden) from among professionals, community leaders, RWA office bearers, PRI office bearers, ex-servicemen, ex-policemen, ex-civil servants, office bearers of youth organizations and NGOs etc. Due care will have to be taken to sustain their motivation level by treating them with respect and dignity. They will be interacting with the deputy controller and his staff on a regular basis to coordinate programmes in the entire district. The QRT will also operate from this office.

For reasons cited above, it is necessary that the office of the Deputy Controller is located in a suitable and spacious premises provided with adequate and decent office space. **It should be the responsibility**

of the state government to ensure that adequate office space is provided to the office of Deputy Controller of Civil Defence. Based on the staffing suggested for the reorganized set up and norms of office space, it is estimated that the Deputy Controller's office would need a minimum of 3,000 sq ft of office space. The office can initially be made functional in a rented building, and land allotted by the state for a permanent office of CD in the district at a later stage.

11.3 Distinctive Identity

It is felt that the Civil Defence functionaries, including volunteers, should be provided a distinct uniform to give them a sense of identity and pride in Civil Defence. This will also help to improve their visibility profile in the community.

The Civil Defence uniform may consist of a fluorescent jacket of bright colour, a cap and an arm band with the Civil Defence logo. It is suggested that DG CD, MHA should be entrusted with the task of designing and finalizing a standard Civil Defence uniform and to work out the rough costing for the same. The vehicle of Civil Defence should also have a distinctive colour (preferably white) with marking of Civil Defence prominently on the vehicle.

11.4 Training Abroad

In order to enhance the motivation and profile of Civil Defence personnel it is suggested that selected CD personnel and volunteers with exemplary initiative and motivation may be sponsored for undergoing training in suitable institutions like the Singapore Civil Defence Academy, with a view to building up expertise in following areas:

1. For permanent staff—techniques of volunteer management, motivating, enrolling, deploying and retaining volunteers.
2. For volunteers—specific skills in Disaster Management areas.

11.5 Involving the Community

Civil Defence department must work assiduously to keep the community on its side and well informed. This can be best done by making sure that the community has a good understanding of exactly what the Civil Defence and its volunteers do for the community. This can be done by:

- Organizing publicity at all levels.
- Forging good relationships with the media, particularly the local media.
- Setting up hoardings, holding awareness workshops and organizing TV debates.
- Involving the organization in local events, melas, marathons, pulse polio etc.
- Civil Defense Day to be publicised.

Other measures to boost the image of Civil Defence could be:

- Inviting the Wardens and volunteers at the district level functions like Independence Day, Republic Day with earmarked seating.
- Holding regular “Volunteers’ Conferences” at state, district, tehsil and block levels, attended by public dignitaries and senior officers.
- Persuading local industrial and corporate entities to sponsor seminars on Civil Defence and Civil Defence awareness workshops.
- Establishing a mechanism to enable volunteer organizations of different states to interact with each other, for exchange of ideas and increase in participation.

Measures to Enhance Motivation of Volunteers

12

Volunteers are an important resource for many organizations, particularly those concerned with community services. They are the lifeline of organizations which have restricted staff and limited financial resources to carry out their objectives. Throughout history, volunteers have played a stellar role in social, educational, and religious fields. The success of any voluntary-based effort depends mainly on recruitment of sufficient number of motivated volunteers, and on retaining them for long periods.

12.1 Motivation of Volunteers

People behave in motivated ways when the work assigned to them provides them a certain level of satisfaction. Volunteer motivation comes from inside the volunteer, stemming from a set of needs which are satisfied by doing things which are found to be productive. Understanding the different motivating factors for volunteers can help to work more effectively with a volunteer.

Usually, motivation behind volunteering is one or more of the following:

i) Achievement

The achievement-motivated person looks for situations requiring top performance in which he/she can excel. Such persons want to do the job better, figuring out ways to remove obstacles. Leading doctors/ engineers or other professionals in the city fall under this category. The Indian Medical Association (IMA) and other similar bodies would serve to identify and enlist such persons.

Such persons' motivational needs can be fulfilled by:

- Asking for their help in setting the work pace and methods.
- Giving them challenging tasks that require efficiency.
- Allowing them to learn new skills or material.
- Giving them clear feedback on their performance.

ii) Power

People seeking power want to have impact, influencing others with their ideas. They want to win arguments and get others to do things their way. They seek ways to influence through communication. Community leaders and political personalities fall under this category.

The power-motivated volunteers can be well directed by:

- Giving them opportunities to direct others.
- Allowing them to implement changes.
- Having them interact with coworkers/volunteers and with supervisors letting them control their work pace.
- Asking them how jobs should be done.
- Giving them tasks that need managerial skills.

iii) Affiliation

Being around other people is important to volunteers with an affiliation motive. The social aspect of volunteering appeals to them. They want to build friendships and to be respected. They like being with others, want to help people, and care about others' feelings. Members of social organizations such as the Lions' Club or the Rotarians are frequently of this type.

For success with affiliation-oriented volunteers:

- Let them work with people.
- Find tasks that require cooperation.
- Give them off-task time to interact with their coworkers.
- Allow plenty of relationship building time and activities.

iv) Recognition

For those motivated by recognition, prestige and status are important factors. They prefer clear cut, short-term tasks. They enjoy public relations. They want to be connected with popular projects. They want to advance to new tasks, so desire timely completion of work. Generally, businessmen are motivated by the these factors and are thus desirous of some degree of proximity to the district administration.

Volunteers, motivated by recognition can be well directed by:

- Giving them work that can be completed quickly.
- Letting them be in positions of high visibility, on radio, TV, or in the news.
- Awarding them with plaques, certificates, and public announcements of their achievements.
- Inviting them/getting them invited to official public functions.

v) Altruism

Altruistic people pursue attainment for the general good. They have high ideals and values. They are concerned about interests that benefit the public. They care about accountability. Many retired persons working for various charitable organizations would be under this category.

To work well with those motivated by altruism:

- Include them with others of similar values and goals.
- Have them work with highly committed people.
- Provide volunteer opportunities that revolve around accepted community concerns and the mission of the agency.

The Civil Defence department personnel would have to adopt different styles of management, depending on the motivational need of the volunteer concerned. Since volunteers have combinations of needs, the art of motivating volunteers lies not only in knowing how to tap a given motivator, but in being able to figure out what combination of needs a particular volunteer has. Adequate training of the staff of Civil Defence department is necessary to develop this orientation

12.2 Sustaining Motivation Levels

The essence of volunteer retention lies in creating a volunteer experience that allows an individual to meet his motivational needs in ways that are productive for the organization and satisfying for the individual. In other words, what is required is to ensure that volunteers receive their motivational paycheck for the valuable contributions they make for the work of Civil Defence.

Yet another major aspect of volunteers' retention is under-utilization. Motivated volunteers who are trying to be of assistance will feel useless if they are not actually involved in doing something. They will also lose any sense of relationship with the organization over long periods of non-involvement. It is, therefore, necessary to design programmes and activities which keep the volunteers occupied on a regular basis.

12.3 Successful Volunteer Programmes

In a survey of a number of volunteer-based programmes in the USA, the four most important factors listed by the volunteers were:

- Helping others.
- Clearly defined responsibilities.
- Interesting work.
- Situational facilities.

The four least important factors were listed as:

- Chance to move to paid employment.
- Reimbursement of out-of-pocket expenses.
- Opportunity to develop special skills.
- Convenience of travel and work place.

Although parallel data about voluntary organizations in India is not available because of inadequate number of such organizations with large reach, it may be assumed that the main psychological motivators might be the same while the socio-economic motivators would differ due to local conditions. **In this context, a significant difference between Home Guards volunteers and Civil Defence workers was evident during a recent survey in Uttaranchal; while almost all Home Guards aspire to move to regular paid employment, Civil Defence wardens, in contrast, are well settled in their business/ jobs and seem motivated by recognition, altruism, patriotism etc.**

12.4 Recognition

Recognition has been identified as being of paramount importance to all volunteers, particularly those in the Disaster Management arena. While there could be number of motivating factors for a person to volunteer for Civil Defence, proper recognition of his efforts and achievements would ensure his continued association with the department.

Means of recognition would include funding/sponsorship, awards, inclusion in policy development and implementation, public statements acknowledging outstanding work, etc. These are all public and rather formal means of recognition. However, within the department itself, even a few appreciative words and a 'pat on the back' has motivational value.

In addition to recognizing volunteers themselves, the people who support their efforts—family, friends, schools and employers—must also be recognised. They make personal and business sacrifices so that volunteers can serve their community. Recognition of the employers of Civil Defence volunteers is also an essential strategy if their support is to be retained. Governments generally recognize the efforts of the volunteers following major operations. Their spokespersons should be encouraged to include acknowledgement of employers in their public statements. Heads of organizations should do likewise. At lower levels, Certificates of Appreciation may be issued. The employers can also be issued invitations to the local district headquarters for social functions.

12.5 Suggestions to Boost Volunteerism

Some measures to boost volunteerism in Civil Defence could be taken as follows:

- The permanent staff should be trained and sensitized to the motivational aspects of volunteerism.
- Recruitment of volunteers should be done by identifying and tapping their motivation. This can be done through questionnaires designed to ascertain the key factors of importance for a person or class of persons.

- The volunteers should not be treated en masse, but utilized towards the organization's objectives in a differential manner, fitting the role to the person.
- Civil Defence officers should be able to disburse the funds available with flexibility, depending on the type and need of local expenditure.
- The organization should be capable of addressing the diverse motivational needs of volunteers. For example, to reimburse the out-of-pocket expenses of some volunteers, or to provide accommodation to some volunteers when needed, or to arrange for food in remote areas of work, or to arrange functions for honouring the volunteers, or to involve the volunteers in some government activities to give them a sense of power, or to provide posts of enhanced status/importance in the organization, or to provide reasonable remuneration to certain volunteers who may be mercenaries but needed for some specific duties (such as corpse disposal).
- The organization should identify and introduce various types of 'Recognition' practices, both formal and informal, of the volunteers based on their motivational category.
- Adequate training, practice and participation programmes should be put in place to avoid under-utilization of volunteers.
- Undergraduate students could be attached with Civil Defence department in their vacations, treating the period as a valid internship in fulfillment of their degree requirements.

One of the most important factors to be kept in mind is NOT to over-emphasize the payment aspect, i.e., duty allowance etc. The voluntary character can only be maintained when the motivation is purely non-monetary. Payment, if any, should primarily be confined to reimbursement of reasonable out-of-pocket expenses on travel, food, accommodation etc. Instead of monetary payment, the emphasis should be on providing better situational facilities and work conditions to volunteers.

Acknowledgements

The contributions made by the following were instrumental in shaping the final recommendations of the Committee:

S/Shri

1. S.I.S. Ahmed, DG/CISF
2. M.K. Sinha, DG CD
3. Rakesh Mittal, Director, CD, Uttaranchal
4. P.K.B. Chakraborty, Director, CD, Maharashtra
5. R. Srikumar, Director, CD, Karnataka
6. R.N. Mathur, Director, CD, Assam
7. B.K. Dey, Director, CD, Meghalaya
8. Naveen Verma, JS (DM), MHA
9. Jatinderbir Singh, JS (Trg) & CAO, MOD
10. Naveen Aggarwal, IG, CD, J&K
11. Brig Malhotra, NCC Directorate
12. Prof Santosh Kumar, NIDM
13. J.R. Kaushik, ADG (CD)
14. R.K. Sinha, Staff Officer to Member, NDMA
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11. V.K. Kapoor, US, Goa
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14. G.C. Raiger, DG, CD, Gujarat
15. Malhi, ADGP, CD, Haryana
16. G.P.S. Garewal, ADGP
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28. N.N. Walling, DG HG & DCD, Nagaland
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16. Kishore Bhardwaj, Country Head, Moser Baer, Gurgaon
17. Ms Vinaya Shetty, Indian Chambers of Commerce (ICC), Kolkata
18. Brig Ashok Anand, Chief Security Officer, PNB, New Delhi

Abbreviations

A	ARP	:	Air Raid Precaution
B	BM	:	Border Management
	BMTPC	:	Building Materials Technology Promotion Council
C	CD	:	Civil Defence
	CDI	:	Civil Defence Instructor
	CDTI	:	Civil Defence Training Institute
	CDTS	:	Civil Defence Training School
	CEPP	:	Community Emergency Preparedness Programme
	CRF	:	Calamity Relief Fund
	CTI	:	Central Training Institute
D	DCP	:	Deputy Commissioner of Police
	DDMA	:	District Disaster Management Authority
	DG CD	:	Director General Civil Defence
	DRM	:	Disaster Risk Management
E	ECS	:	Exercise Community Spirits
	EMA	:	Emergency Management Australia
	ERO	:	Emergency Relief Organization
G	GOI	:	Government of India
	GOM	:	Group of Ministers
H	HPC	:	High Power Committee
I	IMA	:	Indian Medical Association
M	MHA	:	Ministry of Home Affairs
N	NCC	:	National Cadet Corps
	NCDC	:	National Civil Defence College
	NDMA	:	National Disaster Management Authority
	NGO	:	Non-Governmental Organization
	NIDM	:	National Institute of Disaster Management
	NSS	:	National Service Scheme
	NYKS	:	Nehru Yuva Kendra Sangathan

REVAMPING OF CIVIL DEFENCE IN THE COUNTRY

P	POL	:	Petrol, Oil, Lubricants
	PRI	:	Panchayati Raj Institution
Q	QRT	:	Quick Reaction Team
R	R&D	:	Research and Development
	RTO	:	Regional Transport Officer
	RWA	:	Residents Welfare Association
S	SCDF	:	Singapore Civil Defence Force
	SDMA	:	State Disaster Management Authority
	SUV	:	Sports Utility Vehicle
U	UTs	:	Union Territories

Annexure- A**List of Existing Categorized Civil Defence Towns- 2006**

Sr.No.	States/ UTs	Activated Towns	Non-activated Towns
1	A&N Island	1. Port Blair- Cat.II	
2.	Andhra Pradesh	1. Hyderabad- Secundrabad- Cat.II 2. Vishakhapatnam-Cat.II	
3.	Arunachal Pradesh		1. Itanagar-Cat.II 2. Tawang-Cat.II 3. Along-Cat.II 4. Hyuling-Cat.II 5. Bomdila-Cat.III
4.	Assam	1. Tezpur-Cat.II 2. Digboi-Cat.II 3. Duliajan-Cat.II 4. Guwahati (including- Dispur)-Cat.II 5. Jorhat-Cat.II 6. Tinsukia-Cat.II 7. Namrup-Cat.II 8. Sibsagar-Cat.II	1. Bongaigaon-Cat.II 2. Dibrugarh-Cat.II 3. Raingia-Cat.II 4. Goalpara-Cat.II 5. Nazira-Cat.II 6. North-Lakhimpur-Cat.II 7. Numaligarh-Cat.II 8. Dhubri-Cat.II
5.	Bihar	1. Purnea-Cat.II 2. Patna-Cat.II 3. Katihar-Cat.II 4. Barauni-Cat.II	
6.	Chandigarh #	1. Chandigarh –Cat.II	
7.	Chattisgarh	1. Bhila-Cat.II	
8.	Dadra Nagar Haveli #		1. Silvasa-Cat.II
9.	Daman & Diu		1. Daman-Cat.II
10.	Delhi-UT	1. Delhi(including New Delhi & Delhi Catt) -Cat.II	
11.	Goa	1. Panaji-Cat.II 2. Marmagoa (with Vasco Dabolim & Harbour) -Cat.II	
12.	Gujarat	1. Vadodara-Cat.I 2. Surat-Cat.I 3. Kakrapra (with 16 Kms Radius EPZ Zone)-Cat.I 4. Ahmedabad-Cat.II 5. Bhuj-Cat.II 6. Jamnagar-Cat.II 7. Kandala-Cat.II 8. Nalia-Cat.II 9. Ankleshwar-Cat.II 10.Okha-Cat.II 11. Vadinar-Cat.II	1. Gandhinagar-Cat.II 2. Bhavnagar-Cat.II 3. Bharuch-Cat.III

Annexure- A Contd

13	Haryana	1. Ambala-Cat.II 2. Hissar-Cat.II 3. Sirsa-Cat.II 4. Faridabad-Cat.II 5. Gurgaon-Cat.II	1. Yamunanagar-Cat.II 2. Panipat-Cat.II 3. Sonipat-Cat.II 4. Panchkula-Cat.II 5. Rohtak-Cat.II
14.	Himachal Pradesh	1. Shimla-Cat.II	
15.	J&K	1. Jammu-Cat.II 2. Sringar-Cat.II 3. Udamapur-Cat.II 4. Samba-Cat.II 5. Badgam-Cat.II 6. Kathua-Cat.II 7. Poonch-Cat.II 8. Rajouri-Cat.II 9. KArgil-Cat.II 10. Uri-Cat.II	1. Akhnoor-Cat.II 2. Naushrea-Cat.II 3. Leh-Cat.II 4. Sunderbani-Cat.II 5. Anantnag-Cat.II 6. Awantipur-Cat.II 7. Baramullah-Cat.II 8. Kupwara-Cat.II 9. Doda-Cat.II
16.	Jharkhand	1. Bokaro-Cat.II 2. Jamshedpur-Cat.II	1. Ranchi-Cat.II 2. Gomio-Cat.II
17.	Karnataka	1. Bangalore-Cat.II	1. Malleshwara-Cat.II 2. Shaktinagar(Raichur)- Cat.II
18	Kerala		1. Cochin(Kochi)-Cat.II 2. Thiruvananthapuram- Cat.II
19	Lakhadweep #		1. Kavaratti-Cat.II
20.	Madhya Pradesh	1. Gwalior-Cat.II 2. Jabalpur-Cat.II 3. Bhopal-Cat.II 4. Katni-Cat.II 5. Indore-Cat.II	
21.	Maharashtra	1. Greater Mumbai (including Municipal Corporation)-Cat.I 2. Uran Complex with Nahava Sheva & Bokad Vira-Cat.I 3. Tarapur (with 16 Kms radius EPZ zone)-Cat.I 4. New Mumbai Complex- Cat.II a) Thana New Bombay- Belapur industrial Area-Nerulvasi b) Kalyan Ambarnath Ullashnagar c) Rasayani –Patalganga 5. Pune-Kirkee(Khadki)- Cat.II 6. Nasik-Deolani-Ojhar- Cat.II	1. Rohan-Dhatao- Nagothane (Urban CD Town)-Cat.II 2. Monmad-Cat.II 3. Sinner-Cat.II 4. Thal Vayshot-Cat.II 5. Pimpri-Chinchwad- Cat.II 6. Aurangabad-Cat.III 7. Bhusawal-Cat.III

Annexure- A Contd

22.	Manipur	1. Imphal-Cat.II	1. Ukhrul-Cat.II 2. Moreh-Cat.II 3. Churachendpur-Cat.II 4. Ningthoukhong-Cat.II
23.	Meghalaya	1. Shillong-Cat.II	1. Tura-Cat.II 2. Jowai-Cat.II
24.	Mizoram		1. Aizwal-Cat.II
25.	Nagaland		1. Kohima-Cat.II 2. Dimapur-Cat.II 3. Mokongchung-Cat.II 4. Mon-Cat.II 5. Wokha-Cat.II 6. Tuensang-Cat.II 7. Kiphri-Cat.II 8. Peren-Cat.II 9. Zunhebota-Cat.II 10. Phek-Cat.II
26.	Orissa	1. Talcher-Cat.I 2. Rourkela-Cat.II 3. Koraput-Cat.II 4. Bhubaneshwar-Cat.II 5. Paradip-Cat.II	1. Hirakund-Cat.II 2. Balasore-Cat.II 3. Gopalpur-Cat.II
27.	Pondicherry #		1. Pondicherry-Cat.II
28.	Punjab	1. Amritsar-Cat.II 2. Bhatinda-Cat.II 3. Ferozepur-Cat.II 4. Jalandur-Cat.II 5. Pathankot-Cat.II 6. Adhampur-Cat.II 7. Barnala-Cat.II 8. Bhakra-Nangal-Cat.II 9. Halwara-Cat.II 10. Kothkapur-Cat.II 11. Ludhiana-Cat.II	1. Mohali(Sasnagar)-Cat.II 2. Batala-Cat.II 3. Abohar-Cat.II 4. Patiala-Cat.II 5. Hoshiarpur-Cat.II 6. Gurdaspur-Cat.II
29.	Rajasthan	1. Kota-Cat.I 2. Rawat-Bhata (with 16 Kms radius EPZ zone)-Cat.I 3. Jodhpur-Cat.II 4. Barmer-Cat.II 5. Bikaner-Cat.II 6. Bharatpur-Cat.II 7. Jaipur-Cat.II 8. Jaisalmer-Cat.II 9. Nal-Cat.II 10. Suratgarh-Cat.II 11. Sriganganagar-Cat.II 12. Ajmer-Cat.II	1. Abu Road-Cat.II 2. Nashirabad(Distt.Ajmer) Cat.II 3. Bhilwara-Cat.III 4. Bundi-Cat.II 5. Hanumangarh 6. Bhivari-Cat.II 7. Udaipur-Cat.II 8. Alwar-Cat.II 9. Sikar-Cat.II 10. Phulera-Cat.III 11. Merta Road-Cat.III 12. Beawar-Cat.III 13. Lalgarh-Cat.III 14. Swaimadhampur-Cat.III 15. Pali-Cat.III

Annexure- A Contd

30	Sikkim	1. Gangtok-Cat.II	
31.	Tamil Nadu		1. Kalpakka(with 16 Kms radius EPZ zone) –Cat.I 2. Greater Chennai (incuding Manali Meenambakkam Avadi areas of Chennai-MGR Distt)-Cat.I
32	Tripura	1. Agartala-Cat.II	
33.	Uttar Pradesh	1. Narora (with 15 Kms Radius EPZ Zone)-Cat.I 2. Agra-Cat.II 3. Mathura-Cat.II 4. Hindon-GZB-Cat.II 5. Bareily-Cat.II 6. Bakshi-Ka-Talab-Cat.II 7. Gorakhpur-Cat.II 8. Lucknow-Cat.II 9. Meerut-Cat.II 10. Sarsawa-Cat.II 11. Jhansi-Cat.II 12. Moradabad-Cat.II 13. Sharanpur-Cat.II 14. Kanpur-Cat.II 15. Allahabad-Cat.II 16. Varanasi-Cat.II	1. Mughalsarai-Cat.II
34.	Uttaranchal	1. Dehradun-Cat.II	
35	West Bengal	1. Greater Kolkata-Cat.II 2. Durgapur-Cat.II 3. Silliguri-Bagdogra-New Jalpaiguri-Cat.II 4. Haldia-Cat.II 5. Hasimara-Cat.II 6. Kharagpur (Kalaikunda) -Cat.II 7. Burnpur-Asansol-Cat.II 8. Farakka-Khejuriaghat-Cat.II 9. Chittaranjan-Cat.II 10. Jalpaiguri-Cat.II 11. Darjeeling-Cat.II	1. Alipurwar-Cat.II 2. Malda Town-Cat.II 3. Blurghat-Cat.II 4. Raiganj-Cat.II 5. Islampur-Cat.II 6. Cooch Behar-Cat.II 7. Dinhata-Cat.II 8. Makhil Ganj-Cat.II 9.Mathabhanga-Cat.II 10. Kalimpong-Cat.II 11. Jaldhaka-Cat.II 12. Kurseong-Cat.II 13. Kolaghat-Cat.II

(Reference : paras 2.1 and 7.7)

Annexure- B

STATES HAVING COMBINED CENTRAL TRAINING INSTITUTES **(Civil Defence & Home Guards Combined)**

Sr.No.	Name of State	Location
1	Andhra Pradesh	Civil Defence Emergency Relief Training Institute, No.6-3-652, Lal Bagh, Somajiguda, Hyderabad- 500 004
2.	Assam	Combined Civil Defence and Home Guards Training Institute, Panikhaity, Guwahati- 781 026
3.	Delhi	Combined Civil Defence and Home Guards Training Institute, CTI Complex, Near Shivaji College, Raja Garden, New Delhi- 110 027
4.	Gujarat	Central Civil Defence Training Institute, 4 th Floor Home Guard Building, Lal Darwaja, Ahmedabad-380 001
5.	Haryana	Combined Civil Defence and Home Guards Training Institute, Sector-9, Panchkula- 173 216
6.	Himachal Pradesh	Combined Civil Defence and Home Guards Training Institute, Junga District, Shimla- 173 216
7.	Jammu & Kashmir	Central Civil Defence and Home Guards Training Institute, Regional Training Centre, Ganderbal, J & K
8.	Karnataka	Home Guards and Civil Defence Academy No.1, No1 &2, Annaswamy Mudaliar Road, Bangalore- 560 042
9.	Madhya Pradesh	Combined Civil Defence & Home Guards Training Institute, Khamaria, Jabalpur- 482 005
10.	Maharashtra	Civil Defence Staff College, Moneckiji Technical Centre Cross Maidan, Dhobi Talao, Mumbai- 400 020
11.	Meghalaya	Combined Civil Defence & Home Guards Training Institute, Bishnupur, Shillong- 793 004
12.	Punjab	Combined Civil Defence & Home Guards Training Institute, Phase-7, Mohali
13.	Rajasthan	Combined Civil Defence & Home Guards Training Institute, Alu Factory, Near GPO MI Road, Jaipur- 302 001
14.	Sikkim	Combined Civil Defence & Home Guards Training Institute, Home Guards Office Development Area, Gangtok (East Sikkim- 737 101)
15.	Tripura	Combined Civil Defence & Home Guards Training Institute, Arundhutinaga, Agartala- 799 003
16.	Uttar Pradesh	Central Civil Defence & Home Guards Training Institute, Chakkar Purwa, Sitapur Road, Lucknow.
17.	West Bengal	Central Civil Defence & Home Guards Training Institute, 16/ S, Block-A, New Alipore, Kolkata- 700 053

(Reference paras 2.1 and 8.13)

DETAILS OF REGIONAL CONFERENCES

Venue	Date	Participating States/ UTs
Guwahati	18.03.2006	All 7 NE States, West Bengal & Sikkim
Mumbai	23.3.2006	Maharashtra, Gujarat, Goa, Madhya Pradesh & Chattisgarh
Bangalore	24.03.2006	Tamil Nadu, Karnataka, Andhra Pradesh, Kerala, A&N Island & Pondichery
Jammu	03.04.2006	Jharkhand, Jammu & Kashmir, Himachal Pradesh, Punjab, Haryana & Chandigarh
Delhi	05.04.2006	Delhi, Rajasthan, Uttar Pradesh, Uttaranchal, Orissa & Bihar

(Reference : Chapter 6)

BMTPC List (2006) of Multi Hazard Districts : 241

Sr.No.	DISTRICT	STATE	WIND CYCLONE	FLOOD ZONE	EQZONE	EQ Risk
1	Adilabad	Andhra Pradesh	M(A)	FLZ	III	M
2	East Godavari	Andhra Pradesh	VH(B)	FLZ	III	M
3	Guntur	Andhra Pradesh	VH(B)	NFZ	III	M
4	Karimnagar	Andhra Pradesh	M(A)	NFZ	III	M
5	Khammam	Andhra Pradesh	M(A)	FLZ	III	M
6	Krishna	Andhra Pradesh	VH(B)	FLZ	III	M
7	Nellore	Andhra Pradesh	VH(B)	FLZ	III	L
8	Prakasam	Andhra Pradesh	VH(B)	FLZ	III	M
9	Srikakulam	Andhra Pradesh	VH(B)	FLZ	II	L
10	Vishakhapatnam	Andhra Pradesh	VH(B)	FLZ	II	L
11	Vizianagaram	Andhra Pradesh	VH(B)	FLZ	II	L
12	West Godavari	Andhra Pradesh	VH(B)	FLZ	III	M
13	Barpeta	Assam	VH(B)	FLZ	V	VH
14	Bongaigaon	Assam	H	FLZ	V	VH
15	Cachar	Assam	VH(A)	FLZ	V	VH
16	Darrang	Assam	VH(B)	NFZ	V	VH
17	Dhemaji	Assam	VH(B)	FLZ	V	VH
18	Dhubri	Assam	H	FLZ	V	VH
19	Dibrugarh	Assam	VH (B)	FLZ	V	VH
20	Goalpara	Assam	VH(B)	FLZ	V	VH
21	Golaghat	Assam	VH(B)	FLZ	V	VH
22	Hailakandi	Assam	VH(A)	FLZ	V	VH
23	Jorhat	Assam	VH(B)	FLZ	V	VH
24	Kamrup	Assam	VH(B)	FLZ	V	VH
25	Karbi Anglong	Assam	VH(B)	FLZ	V	VH
26	Karimganj	Assam	VH(A)	FLZ	V	VH
27	Kokrajhar	Assam	VH(B)	NFZ	V	VH
28	Lakhimpur	Assam	VH(B)	FLZ	V	VH
29	Marigaon	Assam	VH(B)	NFZ	V	VH
30	Nagaon	Assam	VH(B)	FLZ	V	VH
31	Nalbari	Assam	VH(B)	FLZ	V	VH
32	North Cachar Hills	Assam	VH(A)	FLZ	V	VH
33	Sibsagar	Assam	VH(B)	NFZ	V	VH
34	Sonitpur	Assam	VH(B)	FLZ	V	VH
35	Tinsukia	Assam	VH(B)	FLZ	V	VH
36	Banka	Bihar	H	FLZ	IV	H
37	Begusarai	Bihar	H	FLZ	IV	H
38	Bhagalpur	Bihar	H	FLZ	IV	H
39	Bhojpur	Bihar	H	NFZ	IV	H
40	Buxar	Bihar	H	NFZ	III	M
41	Darbhanga	Bihar	H	FLZ	V	VH

Annexure-D Contd..

42	Gopalganj	Bihar	H	FLZ	IV	H
43	Jamui	Bihar	M(B)	NFZ	IV	H
44	Katihar	Bihar	H	FLZ	IV	H
45	Khagaria	Bihar	H	FLZ	IV	H
46	Kishanganj	Bihar	H	FLZ	V	VH
47	Lakhisarai	Bihar	H	FLZ	IV	H
48	Madhubani	Bihar	H	FLZ	V	VH
49	Munger	Bihar	H	FLZ	IV	H
50	Muzaffarpur	Bihar	H	FLZ	IV	H
51	Nalanda	Bihar	H	FLZ	IV	H
52	Nawada	Bihar	M(B)	FLZ	IV	H
53	Pashchim Champaran	Bihar	H	FLZ	IV	H
54	Patna	Bihar	H	FLZ	IV	H
55	Purba Champaran	Bihar	H	FLZ	V	H
56	Purnia	Bihar	H	FLZ	V	H
57	Saharsa	Bihar	H	FLZ	V	H
58	Samastipur	Bihar	H	FLZ	IV	H
59	Saran	Bihar	H	FLZ	IV	H
60	Sheikhpura	Bihar	M(B)	FLZ	IV	H
61	Sheohar	Bihar	H	FLZ	V	VH
62	Sitamarhi	Bihar	H	FLZ	V	VH
63	Siwan	Bihar	H	FLZ	IV	H
64	Supaul	Bihar	H	NFZ	V	VH
65	Vaishali	Bihar	H	FLZ	IV	H
66	Arwal	Bihar				
67	Araria	Bihar	H	FLZ	V	VH
68	Sahibganj	Jharkhand	H		IV	H
69	Godda	Jharkhand	H		IV	H
70	North Goa	Goa	M(B)		III	M
71	South Goa	Goa	M(B)		III	M
72	Amreli	Gujarat	VH(B)	NFZ	III	M
73	Anand	Gujarat	M(A)	FLZ	III	M
74	Banas Kantha	Gujarat	H	FLZ	IV	H
75	Bharuch	Gujarat	M(A)	FLZ	III	M
76	Bhavnagar	Gujarat	VH(B)	NFZ	III	M
77	Gandhinagar	Gujarat	M(B)	FLZ	III	M
78	Jamnagar	Gujarat	VH(B)	NFZ	IV	H
79	Junagadh	Gujarat	VH(B)	NFZ	III	M
80	Kachh	Gujarat	VH(B)	NFZ	V	VH
81	Kheda	Gujarat	M(A)	FLZ	III	M
82	Mahesana	Gujarat	M(B)	FLZ	IV	M
83	Narmada	Gujarat	M(A)	FLZ	III	M
84	Navsari	Gujarat	M(A)	FLZ	III	M
85	Panch Mahals	Gujarat	M(B)	FLZ	III	M
86	Patan	Gujarat	M(B)	FLZ	IV	H
87	Porbandar	Gujarat	VH(B)	NFZ	III	M
88	Rajkot	Gujarat	M(A)	NFZ	IV	M
89	Surat	Gujarat	M(A)	FLZ	III	M

Annexure-D Contd..

90	Dangs	Gujarat	M(B)	FLZ	III	M
91	Vadodara	Gujarat	M(A)	FLZ	III	M
92	Valsad	Gujarat	M(A)	FLZ	III	M
93	Ahmedabad	Gujarat	M(A)	FLZ	III	M
94	Ambala	Haryana	H	FLZ	IV	H
95	Bhiwani	Haryana	H	NFZ	IV	H
96	Faridabad	Haryana	H	FLZ	IV	H
97	Fatehabad	Haryana	H	FLZ	III	M
98	Gurgaon	Haryana	H	FLZ	IV	H
99	Hissar	Haryana	H	FLZ	III	M
100	Jhajjar	Haryana	H	FLZ	IV	H
101	Jind	Haryana	H	FLZ	III	M
102	Kaithal	Haryana	H	NFZ	III	M
103	Karnal	Haryana	H	FLZ	IV	M
104	Kurukshetra	Haryana	H	FLZ	IV	H
105	Mahendragarh	Haryana	H	NFZ	IV	H
106	Panchkula	Haryana	H	NFZ	IV	H
107	Panipat	Haryana	H	NFZ	IV	H
108	Rewari	Haryana	H	NFZ	IV	H
109	Rohtak	Haryana	H	NFZ	IV	H
110	Sonipat	Haryana	H	NFZ	IV	H
111	Yamuna Nagar	Haryana	H	NFZ	IV	H
112	Alappuzha	Kerala	M(B)	NFZ	III	M
113	Ernakulam	Kerala	M(B)	FLZ	III	M
114	Idukki	Kerala	M(B)	FLZ	III	M
115	Kannur	Kerala	M(B)	FLZ	III	M
116	Kasaragod	Kerala	M(B)	FLZ	III	M
117	Kollam	Kerala	M(B)	FLZ	III	M
118	Kottayam	Kerala	M(B)	FLZ	III	M
119	Kozhikode	Kerala	M(B)	FLZ	III	M
120	Malappuram	Kerala	M(B)	FLZ	III	M
121	Palakkad	Kerala	M(B)	FLZ	III	M
122	Pathanamthitta	Kerala	M(B)	NFZ	III	M
123	Thiruvananthapura	Kerala	M(B)	FLZ	III	M
124	Thrissur	Kerala	M(B)	FLZ	III	M
125	Wayanad	Kerala	M(B)	NFZ	III	M
126	Raigarh	Maharashtra	M(A)		IV	H
127	Ratnagiri	Maharashtra	M(A)		IV	H
128	Sindhudurg	Maharashtra	M(B)		III	M
129	Thane	Maharashtra	M(A)		III	M
130	Mumbai	Maharashtra	M(A)		III	M
131	Balesore	Orissa	VH(B)	FLZ	III	L
132	Bargarh	Orissa	M(B)	NFZ	III	L
133	Cuttack	Orissa	VH(B)	FLZ	III	M
134	Dhenkanal	Orissa	VH(B)	NFZ	III	M
135	Ganjam	Orissa	VH(B)	FLZ	II	L
136	Jagatsinghapur	Orissa	VH(B)	FLZ	III	M
137	Jajpur	Orissa	VH(B)	FLZ	III	M

Annexure-D Contd..

138	Kendrapara	Orissa	VH(B)	FLZ	III	M
139	Khorda	Orissa	VH(B)	FLZ	III	M
140	Nayagarh	Orissa	VH(B)	NFZ	III	M
141	Puri	Orissa	VH(B)	FLZ	III	M
142	Bhadrak	Orissa	VH(B)	FLZ	III	L
143	Amritsar	Punjab	H	FLZ	IV	H
144	Bhatinda	Punjab	H	NFZ	III	M
145	Faridkot	Punjab	H	NFZ	III	M
146	Fatehgarh Sahib	Punjab	H	FLZ	IV	H
147	Firozpur	Punjab	H	FLZ	IV	H
148	Gurdaspur	Punjab	H	FLZ	IV	H
149	Hoshiarpur	Punjab	H	FLZ	IV	H
150	Jalandhar	Punjab	H	FLZ	IV	H
151	Kapurthala	Punjab	H	FLZ	IV	H
152	Ludhiana	Pubjab	H	FLZ	IV	H
153	Mansa	Punjab	H	FLZ	III	M
154	Moga	Punjab	H	FLZ	III	M
155	Muktsar	Punjab	H	FLZ	III	M
156	Nawansahar	Punjab	H	FLZ	IV	H
157	Patiala	Pubjab	H	FLZ	IV	H
158	Rupnagar	Punjab	H	FLZ	IV	H
159	Sangrur	Pubjab	H	FLZ	IV	H
160	Agra	Uttar Pradesh	H	FLZ	III	M
161	Aligarh	Uttar Pradesh	H	FLZ	IV	H
162	Allahabad	Uttar Pradesh	H	FLZ	III	M
163	Ambedkar Nagar	Uttar Pradesh	H	FLZ	III	M
164	Auraiya	Uttar Pradesh	H	FLZ	III	M
165	Azamgarh	Uttar Pradesh	H	FLZ	III	M
166	Baghpat	Uttar Pradesh	H	FLZ	IV	H
167	Bahraich	Uttar Pradesh	H	FLZ	IV	H
168	Ballia	Uttar Pradesh	H	FLZ	IV	M
169	Balrampur	Uttar Pradesh	H	FLZ	IV	H
170	Barabanki	Uttar Pradesh	H	FLZ	III	M
171	Bareilly	Uttar Pradesh	H	FLZ	IV	H
172	Basti	Uttar Pradesh	H	FLZ	IV	M
173	Bijnor	Uttar Pradesh	H	FLZ	IV	H
174	Budaun	Uttar Pradesh	H	FLZ	IV	H
175	Bulandsahar	Uttar Pradesh	H	FLZ	IV	H
176	Chandauli	Uttar Pradesh	H	FLZ	IV	M
177	Deoria	Uttar Pradesh	H	FLZ	IV	H
178	Etah	Uttar Pradesh	H	FLZ	III	M
179	Etawah	Uttar Pradesh	H	FLZ	III	M
180	Faizabad	Uttar Pradesh	H	FLZ	III	M
181	Farrukhabad	Uttar Pradesh	H	FLZ	III	M
182	Fatehpur	Uttar Pradesh	H	FLZ	III	M
183	Firozabad	Uttar Pradesh	H	FLZ	III	M
184	Gautam Budh Nagar	Uttar Pradesh	H	FLZ	IV	H
185	Ghaziabad	Uttar Pradesh	H	FLZ	IV	H

Annexure-D Contd..

186	Ghazipur	Uttar Pradesh	H	FLZ	III	M
187	Gonda	Uttar Pradesh	H	FLZ	IV	H
188	Gorakhpur	Uttar Pradesh	H	FLZ	IV	H
189	Hardoi	Uttar Pradesh	H	FLZ	III	M
190	Hathras	Uttar Pradesh	H		III	
191	Jaunpur	Uttar Pradesh	H	FLZ	III	M
192	Jyotiba Phule Nagar	Uttar Pradesh	H	FLZ	IV	H
193	Kannauj	Uttar Pradesh	H	FLZ	III	M
194	Kanpur Dehat	Uttar Pradesh	H	FLZ	III	M
195	Kanpur Nagar	Uttar Pradesh	H	FLZ	III	M
196	Kheri	Uttar Pradesh	H	FLZ	IV	H
197	Kushinagar	Uttar Pradesh	H	FLZ	IV	H
198	Lucknow	Uttar Pradesh	H	FLZ	IV	H
199	Maharajganj	Uttar Pradesh	H	FLZ	IV	H
200	Mainpuri	Uttar Pradesh	H	FLZ	III	M
201	Mathura	Uttar Pradesh	H	FLZ	IV	H
202	Mau	Uttar Pradesh	H	FLZ	III	M
203	Meerut	Uttar Pradesh	H	FLZ	IV	H
204	Mirzapur	Uttar Pradesh	H	FLZ	III	M
205	Murradabad	Uttar Pradesh	H	FLZ	IV	H
206	Muzaffarnagar	Uttar Pradesh	H	FLZ	IV	H
207	Pilibhit	Uttar Pradesh	H	FLZ	IV	H
208	Pratapgarh	Uttar Pradesh	H	FLZ	III	M
209	Rae Bareli	Uttar Pradesh	H	FLZ	III	M
210	Saharan Pur	Uttar Pradesh	H	FLZ	IV	H
211	Rampur	Uttar Pradesh	H	FLZ	IV	H
212	Sant Kabir Nagar	Uttar Pradesh	H	FLZ	IV	H
213	Sant Ravidas Nagar	Uttar Pradesh	H	FLZ	III	M
214	Shahjahanpur	Uttar Pradesh	H	FLZ	IV	M
215	Shravasti	Uttar Pradesh	H	FLZ	IV	M
216	Siddharthnagar	Uttar Pradesh	H	FLZ	IV	H
217	Sitapur	Uttar Pradesh	H	FLZ	IV	H
218	Sultanpur	Uttar Pradesh	H	FLZ	III	M
219	Unnao	Uttar Pradesh	H	FLZ	III	M
220	Varanasi	Uttar Pradesh	H	FLZ	III	M
221	Hardwar	Uttaranchal	H	NFZ	IV	H
222	Nainital	Uttaranchal	H	FLZ	IV	H
223	Udhamsingh Nagar	Uttaranchal	H	FLZ	IV	H
224	Bankura	West Bengal	VH(B)	FLZ	III	M
225	Bardhaman	West Bengal	VH	FLZ	III	M
226	Birbhum	West Bengal	H	FLZ	III	M
227	Darjeeling	West Bengal	H	NFZ	IV	H
228	Haora	West Bengal	VH(B)	NFZ	III	M
229	Hugli	West Bengal	VH(B)	NFZ	III	M
230	Jalpaiguri	West Bengal	H	FLZ	V	VH
231	Koch Bihar	West Bengal	H	FLZ	V	VH
232	Kolkata	West Bengal	VH(B)	NFZ	III	M
233	Maldah	West Bengal	H	FLZ	IV	H

Annexure-D Contd..

234	Murshidabad	West Bengal	H	FLZ	III	M
235	North 24 Parganas	West Bengal	VH	FLZ	IV	M
236	South 24 Parganas	West Bengal	VH(B)	NFZ	IV	H
237	NORTH EAST	Delhi			IV	
238	South	Delhi			III	
239	Yanam	Pondicherry			III	
240	Diu	Daman & Diu			III	
241	Dakshin Dinajpur	West Bengal	H		IV	

(Reference paras 7.6 and 7.7)

Annexure-E

Consolidated Statement of existing CD towns and BMTPC list of Multi-hazard Districts

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
1.	A&N Island	1. Port Blair	v					
2.	Andhra Pradesh	1. Adilabad					v	
		2. East Godavari					v	
		3. Guntur					v	
		4. Hyderabad-Sec'bad	v					
		5. Karimnagar					v	
		6. Khammam					v	
		7. Krishna					v	
		8. Nellore						v
		9. Prakasam					v	
		10. Srikakulam						v
		11. Vishakhapatnam	v					v
		12. Vijayanagaram						v
		13. West Godavari					v	
3.	Arunachal Pradesh	1. Along		v				
		2. Bomdila		v				
		3. Hayuling		v				
		4. Itanagar		v				
		5. Tawang		v				
4.	Assam	1. Barpeta			v			
		2. Bongaigaon		v	v			
		3. Cachar			v			
		4. Darrang			v			
		5. Dhimaji			v			
		6. Dhubri		v	v			
		7. Dibrugarh		v	v			
		8. Digboi	v					
		9. Duliajan	v					
		10 Goalpara		v	v			
		11. Golaghat			v			
		12. Guwahat (including Dispur	v					
		13. Hailakandi			v			
		14. Jorhat	v		v			
		15 Kamrup			v			
		16. Karbi Anglong			v			
		17. Karimganj			v			
		18. Kokrajhar			v			
		19. Marigaon			v			
		20. Nagaon			v			
		21. Nalbari			v			
		22. Namrup	v					
		23. Nazira		v				

Annexure-E Contd

Sr.N	States/UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		24. North Cachar Hills			v			
		25. North –Lakshmipur		v	v			
		26. Numaligarh		v				
		27. Rangia		v				
		28 Sibsagar	v		v			
		29. Sonitpur			v			
		30. Tezpur	v					
		31. Tinsukia	v		v			
5.	Bihar	1. Araria			v			
		2. Arwal					v	
		3. Banka				v		
		4. Begusarai				v		
		5. Barauni	v					
		6. Bhagalpur				v		
		7. Bhojpur				v		
		8. Buxar					v	
		9. Darbhanga			v			
		10. Gopalganj				v		
		11. Jamui				v		
		12. Katihar	v			v		
		13. Khagaria				v		
		14. Kishanganj			v			
		15. Lakhisarai				v		
		16. Mahdubani			v			
		17. Munger				v		
		18. Muzaffarpur				v		
		19. Nalanda				v		
		20. Nawada				v		
		21. Paschimi Champaran				v		
		22. Patna	v			v		
		23. Purvi Champaran				v		
		24. Purnia	v			v		
		25. Saharsa				v		
		26. Samasti Pur				v		
		27. Saran				v		
		28. Sheikhpura				v		
		29. Sheohar			v			
		30. Sitamari			v			
		31. Siwan				v		
		32. Supaul			v			
		33. Vaishali				v		
6.	Chandigarh #	1. Chandigarh	v					
7.	Chattisgarh	1. Bhilai	v					
8.	Dadar Ngr Haveli #	1. Silvasa		v				
9.	Daman & Diu #	1. Daman		v				
		2. Diu						v

Annexure-E Contd

Sr.N	States/UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
10.	Delhi UT #	1. Delhi (including New Delhi & Delhi Cantt)	v					
		2. North East Delhi				v		
		3. South Delhi				v		
11.	Goa	1. Marmago (with Vasco Dabolim & Harbour)	v					
		2. North Goa					v	
		3. Panji	v					
		4. South Goa					v	
12.	Gujarat	1. Ahmedabad	v				v	
		2. Amreli					v	
		3. Anand					v	
		4. Ankleshwar	v					
		5. Banas Kantha				v		
		6. Bharuch		v			v	
		7. Bhavnagar		v			v	
		8. Bhuj	v					
		9. Dangs					v	
		10. Gandhinagar		v			v	
		11. Jamnagar	v			v		
		12. Junagarh			v			
		13. Kakrapar (with 16 Kms radius EPZ zone)	v					
		14. Kandala	v					
		15. Khera					v	
		16. Mehsana				v		
		17. Kuchh			v			
		18. Nalia	v					
		19. Narmada					v	
		20. Nausari					v	
		21. Okha	v					
		22. Panch Mahal					v	
		23. Patan				v		
		24. Porbandar					v	
		25. Rajkot					v	
		26. Surat	v				v	
		27. Vadinar	v					
		28. Vadodara	v				v	
		29. Valsad	v					
13.	Haryana	1. Ambala	v			v		
		2. Bhiwani				v		
		3. Faridabad	v			v		
		4. Fatehchand					v	
		5. Gurgaon	v			v		
		6. Hissar	v				v	
		7. Jhajjar				v		
		8. Jind					v	

Annexure-E Contd

Sr.N	States/UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		9. Kaithal					v	
		10. Karnal					v	
		11. Kurukshetra				v		
		12. Panipat		v		v		
		13. Rewari				v		
		14. Rohtak		v		v		
		15. Sirsa	v					
		16. Sonipat		v		v		
		17. Yamunanagar		v		v		
14.	Himachal Pradesh	1. Shimla	v					
15.	J&K	1. Akhnoor	v					
		2. Anantnagar	v					
		3. Avantipur	v					
		4. Badgam	v					
		5. Baramulla	v					
		6. Doda	v					
		7. Jammu	v					
		8. Kargil	v					
		9. Kathua	v					
		10. Kupwara	v					
		11. Leh	v					
		12. Naushera	v					
		13. Poonch	v					
		14. Rajouri	v					
		15. Samba	v					
		16. Srinagar	v					
		17. Sunderbani	v					
		18. Udampur	v					
		19. Uri	v					
16.	Jharkhand	1. Bokaro	v					
		2. Godda				v		
		3. Gomio		v				
		4. Jamshedpur	v					
		5. Ranchi		v				
		6. Sahibganj				v		
17.	Karnataka	1. Bangalore	v					
		2. Mallapura		v				
		3. Shaktinagar (Raichur)		v				
18.	Kerala	1. Allapuzha		v				
		2. Cochin (Kochi)		v				
		3. Ernakulam					v	
		4. Idukki					v	
		5. Kannur					v	
		6. Kasragud					v	
		7. Kollam					v	
		8. Kottayam					v	

Annexure-E Contd

Sr.N	States/UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		9 Kozikhode					v	
		10.allapuram					v	
		11. Palaakad					v	
		12. Pathanamthita					v	
		13. Thiruvananthpuram		v			v	
		14. Thrissur					v	
		15. Wayanand					v	
19.	Lakshadweep #	1. Kavaratti		v				
20.	Madhyapradesh	1. Bhopal	v					
		2. Gwalior	v					
		3. Indore	v					
		4. JAbalpur	v					
		5. Katni	v					
21.	Maharashtra	1. Aurangabad		v				
		2. Bhusawal		v				
		3. Gr. Mumbai (including Municpal Coporation)	v				v	
		4. Manmad		v				
		5. Nasik-Deolani-Ojhar	v					
		6. New Mumbai Complex a) Thana New Mumbai- Belapur Industrial Area- Nerulvas b) Kalyan Ambarnath Ullahsnagar c) Rasayani Patalganga	v					
		7. Pimpri-Chinchwad		v				
		8. Pune- Kharkee	v					
		9. Raigarh				v		
		10. Rohn-Dhatao- Nagothanie (Urban CD Town)		v				
		11.Ratnagir				v		
		12. Sindhudurg					v	
		13. Sinner		v				
		14. Tarapur(with 60 Kms radius EPZ Zone)	v					
		15. Thal Vayshot		v				
		16. Thane					v	

Annexure-E Contd

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		17. Urban Complex (with Nhava Sheva & Bokad Vira)	v					
22.	Manipur	1. Churachandepur		v				
		2. Imphal	v					
		3. Moreh		v				
		4. Ningthoukhong		v				
		5. Ukhrul		v				
23.	Meghalaya	1. Jowai		v				
		2. Shillong	v					
		3. Tura		v				
24.	Mizoram	1. Aizwal		v				
25.		1. Dimapur		v				
		2. Kiphiri		v				
		3. Kohima		v				
		4. Mokokchung		v				
		5. Mon		v				
		6. Peren		v				
		7. Phek		v				
		8. Tuensang		v				
		9. Wokha		v				
		10. Zunhebota		v				
26.	Orissa	1. Balasore		v				v
		2. Bargarh						v
		3. Bhadrak						v
		4. Bhubaneswar	v					
		5. Cuttack					v	
		6. Dhenkanal					v	
		7. Ganjam						v
		8. Gopalpur		v				
		9. Hirkund		v				
		10. Jagatsinghpur					v	
		11. Jajpur					v	
		12. Kendrapara					v	
		13. Khordha					v	
		14. Koraput	v					
		15. Nayagarh					v	
		16. Paradip	v					
		17. Puri					v	
		18. Rourkela	v					
		19. Talcher	v					
27.	Pondicherry #	1. Pondicherry		v				
		2. Yanam		v				
28.	Punjab	1. Abohar		v				

Annexure-E Contd

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		2. Adhampur	v					
		3. Amritsar	v			v		
		4. Barnala		v				
		5. Bhakra-Nangal	v					
		6. Batala		v				
		7. Bhatinda	v				v	
		8. Faridkot					v	
		9. Fatehgarh Sahib				v		
		10. Ferozpur	v				v	
		11. Gurdaspur		v		v		
		12. Halwara	v					
		13. Hoshiarpur		v				
		14. Jalandhar	v					
		15. Kapurthala				v		
		16. Kothkapur	v					
		17. Ludhiana	v			v		
		18. Mansa					v	
		19. Moga					v	
		20. Mohali(Sas nagar)		v				
		21. Muktsar					v	
		22. Nawanasahar				v		
		23. Patiala		v		v		
		24. Pathankot	v					
		25. Rupnagar				v		
		26. Sangrur				v		
29.	Rajasthan	1. Abu Road		v				
		2. Ajmer	v					
		3. Alwar		v				
		4. Barmer	v					
		5. Beawar		v				
		6. Bharatpur	v					
		7. Bikaner	v					
		8. Bhilwara		v				
		9. Bhivari		v				
		10. Bundi		V				
		11. Hanumangarh		v				
		12. Jaipur	v					
		13. Jaisalmer	v					
		14. Jodhpur	v					
		15. Kota	v					
		16. Lalgarh		v				
		17. Merta Road		v				
		18. Nal	v					
		19. Nashirabad (Distt. Ajmer)		v				
		20. Pali		v				
		21. Phulera		v				
		22. Rawat-Bhata (with 16 Kms radius EPZ zone)	v					
		23. Sewaimadhopur		v				

Annexure-E Contd

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorized CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		24. Suratgarh	v					
		25. Sikar		v				
		26. Sriganganagar	v					
		27. Udaipur		v				
30	Sikkim	1. Gangtok	v					
31.	Tamil Nadu	1. Gr. Chenna (including Manali Meenabakkam Avadi areas of Chennai-MGR Distt)		v				
		2. Kalpakkam (with 16 Kms radius EPZ zone)		v				
32.	Tripura	1. Agartala	v					
33.	Uttar Pradesh	1. Agra	v				v	
		2. Allahabad	v				v	
		3. Aligarh			v			
		4. Ambedkar Nagar					v	
		5. Auraiya					v	
		6. Azamgarh					v	
		7. Baghpat				v		
		8. Bahraich				v		
		9. Bakshi-ka-Talab	v					
		10. Ballia					v	
		11. Balarnpur				v		
		12. Barabanki					v	
		13. Bareilly	v			v		
		14. Basti					v	
		15. Bijnor				v		
		16. Budaun				v		
		17. Bulandsahar				v		
		18. Chandauli					v	
		19. Deoria				v		
		20. Etah					v	
		21. Etawah					v	
		22. Faizabad					v	
		23. Farrukhabad					v	
		24. Fatehpur					v	
		25. Ferozabad					v	
		26. Gautam Budh Ngr				v		
		27. Ghaziabad				v		
		28. Ghazipur					v	
		29. Gonda				v		
		30. Goarakhpur	v					
		31. Hardoi					v	
		32. Hathras					v	
		33. Hindon	v				v	
		34. Jampur					v	
		35. Jhansi	v					

Annexure-E Contd

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		36. Jyotiba Phule Ngr				v		
		37. Kannauj					v	
		38. Kapur Nagar	v				v	
		39. Kanpur Dehat					v	
		40. Kheri				v		
		41. Khushinagar				v		
		42. Lucknow	v					
		43. Maharajganj				v		
		44. Mainpuri					v	
		45. Mathura	v			v		
		46. Mau					v	
		47. Meerut	v			v		
		48. Mirzapur					v	
		49. Moradabad	v			v		
		50. Mughalsarai		v				
		51. Muzaffarnagar				v		
		52. Narora (with 15 Kms radius EPZ Zone)	v					
		53. Pilibhit				v		
		54. Pratapgarh					v	
		55. Rae Bareli					v	
		56. Rampur				v		
		57. Saharanpur	v			v		
		58. Sant Kabir Nagar				v		
		59. Sant Ravidas Ngr					v	
		60. Sarsawa	v					
		61. Shahjahanpur					v	
		62. Shravasti					v	
		63. Siddharthnagar				v		
		64. Sitapur					v	
		65. Sultanpur					v	
		66. Unnao					v	
		67. Varanasi	v					
34	Uttaranchal	1. Dehradun	v				v	
		2. Hardwar				v		
		3. Nanital				v		
		4. Udham Singh Nagar				v		
35.	West Bengal	1. Alipurwar		v				
		2. Balurhat		v				
		3. Bankura					v	
		4. Bardhaman					v	
		5. Birbhum					v	
		6. Burnpur-Asansol	v					
		7. Cittaranjan	v					
		8. Cooch Behar		v	v			
		9. Dakshin Dinajpur					v	
		10. Dinhata		v				
		11. Durgapur	v					
		12. Darjeeling	v			v		

Annexure-E Contd

Sr.N	Sates/ UTs	Districts/ Areas	Existing Categorised CD Towns		BMTPC List Multi-hazard districts			
			Activated	Non-Activated	Very High	High	Medium	Low
		13. Farakka-Khejuriaghar	v					
		14. Greater Kolkata	v				v	
		15. Haldia	v					
		16. Howrah					v	
		17. Hashimara	v					
		18. Hugli					v	
		19. Islampur		v				
		20. Jaldhaka		v				
		21. Jalpaiguri	v		v			
		22. Kalimpong		v				
		23. Kharagpur (Kalaikunda)	v					
		24. Kolaghat		v				
		25. Kurseong		v				
		26. Malda Town		v		v		
		27. Makhil Ganj		v				
		28. Mathabhanga		v				
		29. Murshidabad					v	
		30. North 24 Parganas						v
		31. Raiganj		v				
		32. Siliguri-Bagdogra-New Jalpaiguri	v					
		33. South 24 Parganas				v		
		Total	130	95	33	90	108	10

Annexure - F

Manpower in one CD District

Sl No.	Nomenclature	No. of staff Authorised	Pay scale (in Rs.)	Expenditure per month (in Rs.)	Expenditure per year (in Rs.)
1.	Dy. Controller	1	8000- 275-135000	17920	2,15,040
2.	CD Instructors	8	5500-175-9000	97768	11,73,216
3.	Stenographer	1	4000-100-6000	8980	1,07,760
4.	Store Superintendent /Sr. Clerk	1	4000-100-6000	8980	1,07,760
5.	Wireless operator	1	3200-85-4900	7162	85,944
6.	LDC	2	3050-75-4590	13676	1,64,112
7.	Driver	2	3050-75-4590	13676	1,64,112
8.	Chowkidar/ Orderly	1(+2 to be outsourced)	2750-70-4400	6135	73,620
					20,91,564

(Reference : paras 7.8.2 and 9.2.5)

Manpower expenditure in first three years

Year 2007-08

District to be activated- 223

Expenditure involved -223x 20,91,564 = **Rs. 46,64,18,772** (Ref : Chapter 7.8.2
Table 2)

Year 2008-09

District already activated - 223

New Districts to be activated- 252

Total Districts -223+252 = 475

Expenditure involved 475x 20,91,564 = **Rs. 99,34,92,900**

Year 2009-10

District already activated - 475

New Districts to be activated- 125

Total Districts - 475 + 125 = 600

Expenditure involved 600 x 20,91,564 = **Rs. 1,25,49,38,400**

Annexure- G

EXPENDITURE INVOLVED ON MANPOWER AT CD HQ IN STATES

Sl.No.	Nomenclature	Authorised No. of Staff	Proposed No. of Staff	Pay Scale	Total Expendr. per annum
1	Director (CD)	1	1		(*)
2.	Dy. Director (CD)	1	1		(*)
3.	Sr. Staff Office	3	1	Rs.10000-15200	Rs.2,23,872/-
4.	Additional SO	1	-	-	-
5.	Jr. Staff Office	1	1	Rs.6500-10500	Rs.1,53,936/-
6.	Additional SO	1	-	-	-
7.	Public Relation Office	1	1	Rs.10000-15200	Rs.2,23,872/-
8.	Medical Officer	1	1	Rs.10000-15200	Rs.2,23,872/-
9.	Accountant-cum-Adm Officer	1	1	Rs.6500-10500	Rs.1,53,936/-
10.	Driver	1	1	Rs.3050-4590	Rs.67,224/-
		12	8	Total	Rs.10,46,712

(*) Fully paid by the State Government.

- Total Expenditure on establishing CD set up at 31 State/ UT Capitals

$$\text{Rs. } 10,46,712 \times 31 = \text{Rs. } 3,24,48,072$$

- Funding Mechanism : 50% Centre (Rs.1,62,24,036)
50% State - do -

(Reference Paras 7.8.3 and 9.3.1, Table 12)

Annexure- H

Civil Defence Training Institutes

CDTIs proposed for States/ UTs	18 *
Building required for Major CDTI	18
Covered Area for Major CDTIs needed	24000** sq. ft.
Construction cost per sq.ft. (including furnishing)	Rs.880/-
Cost per Unit	24000 x 880 Rs. 2,11,20,000

(Reference : paras : 8.1.5, 9.1.7 and 9.1.11)

* Details at Para 8.1.4 (Table 4)

Cost of the building of 01 CDTI

Rs 2,11,20,000

Total cost for 18 CDTI

= Rs. 2,11,20,000 x 18

= **Rs 38,01,60,000**

** Accommodation for 100 nos. of trainees

@ 100 sq. ft. per head including (Kitchen, Dining & Toilet) = 100x100 = 10,000 sq. ft.

Office cum training block (including class rooms, equipments' stores) = 14,000 sq. ft.

Total = 24,000 sq. ft.

(Annual Maintenance cost @ 5 % of the building cost : Rs. 10,56,000 per unit)

Annexure-I

Transport for Civil Defence Training Institutes/Schools

Sl No.	Name of the vehicle	Quantity	Unit Cost (Approax)	Total Cost in Rs.
1.	Minibus for the trainees	1	12,00,000/-	12,00,000/-
2.	Light Utility Vehicle + boat trailer	1	7,00,000/-	7,00,000/-
3.	Staff Car for Director/ Principal	1	3,50,000	3,50,000
4.	M/Cycle	1	40,000/-	40,000/-
	Total cost for one CDTI			Rs. 22,90,000

(Reference : paras 8.1.5 and 9.1.2 and 9.1.7)

Support from Corporate Sector : CDTI/ CDTS

Sl.No	Vehicles	CDTI	CDTS	Remarks
1.	Ambulance with Medical kit	2	1	Running, Maintenance cost & expenditure on driver to be borne by the Corporate Sector.
2.	SUV (Trg.-cum-QRT)	2	1	-do-

(Reference Para 9.1.2)

Annexure- J

**LIST OF TRAINING EQUIPMENT RECOMMENDED FOR STATE
TRAINING INSTITUTES**

A. AUDIO-VISUAL AIDS

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1	Black Board	4	3000/-	12,000
2.	White board with marker pens	4	5000/-	20,000
3.	White screen folding	2	5000/-	10,000
4	LCD Projector with extra lamp	1	250000/-	250000
5	DVD player	2	6000/-	12000
6	Colour Television 29”	2	25000/-	50000
7.	Digital Camera	1	20000/-	20000
8.	Video Camera	1	50000/-	50000
9.	Computers Desktop	4	40000/-	160000
10	Printers	2	25000/-	50000
11	Xerox Copier (Heavy Duty)	1	200000/-	200000
12	Public Address System Set (class)	2	100000/-	200000
13.	Public Address System (open air)	1	50000/-	50000
14.	CPR Mannequin with lungs bag	1	80000/-	80000
15.	Miscellaneous charts, flip boards consumables, training films, stationery	-	100000/-	100000
TOTAL				1264000

Annexure- J Contd..

B. PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1.	Fluorescent Jackets Waterproof	40	1500	60000
2.	Safety Helmets	40	500	20000
3.	Boots hard toe, steel shank	40	1500	60000
4.	Heavy duty work gloves	40	1500	60000
5.	Water bottle with sling	40	250	10000
6.	Safety goggles	40	300	12000
7.	Safety torches	40	150	6000
8.	Face Shield	10	500	5000
9.	Nose Mask	80	50	4000
10.	Ear plug	80	25	2000
11.	Knee pads	40	100	4000
13.	Fire entry suit	2	115000	230000
14.	Breathing air apparatus with spare cylinder	4	75000	300000
			Total	777000

Annexure- J**C. RESCUE EQUIPMENT**

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1.	<u>Hand tools set</u> - Pliers 8" - Vise grip 10" - Bolt cutter 30" - Chisel ½ " - Chisel 1" - Screw driver set - Hacksaw 12" with spare blades - Handsaw 24" - Claw Hammer 4 kgs - Sledge Hammer 7 kgs - Carpenter Hammer 3" - File flat 12" - Crescent wrench 8"	4	9000	36000
2.	Circular saw (petrol) 10" with carbide and metal cutting blades	2	35000	50000
3.	Chain saw (petrol) 12" with carbide tipped chain	2	35000	70000
4.	Combination cutter and spreader (battery operated)	2	45000	90000
5.	Ramset with foot pump	2	40000	80000
6.	Hydraulic jacks 5 tons	2	20000	40000
7.	Rotary hammer drill 1½ " with bits (electric)	2	30000	60000
8.	Reciprocating saw with wood & metal cutting blades	2	25000	50000
9.	Electric drill with set of bits	2	10000	20000
10.	Pinch point pry bar 60"	4	500	2000
11.	Fire axe 2 ½ feet	2	1500	3000

Annexure- J Contd

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
13.	Flat head axe	4	300	1200
12.	Clawed Crow bar 5 feet	4	400	1600
13.	Spades 10"	12	250	3000
14.	Shovels 10" (D handle)	12	250	3000
15	Picks (chisel and point)	12	250	3000
16	Come along 1.5 tons	2	10000	20000
17.	Set of pulley blocks (single, double, triple sheaves)	6	4000	24000
18.	Rope manila 100m rolls 2"	6	1500	9000
19.	Rope nylon 1" 100m rolls	6	2000	12000
20.	Camming devices (Prusik loop or	4	6000	24000
21.	Cribbing & wedge kit sets with containers	2	5000	10000
22	Tape measures	4	250	1000
23.	Telescopic ladders 20-35 feet	4	15000	60000
24.	Tarpaulin 4m x 4m	6	3000	18000
25.	Tarpaulin 6m x 6m	4	5000	30000
26.	Carbon di-oxide extinguisher	6	5000	3000
27.	Generator 2.5 KVA	4	40000	16000
28.	Working lamps with 10m leads	8	1000	8000
29.	Extension boards & cords	4	1000	4000
30.	Megaphones (electronic)	2	4000	8000

Annexure- J Contd

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
31.	Water jell blankets	8	1000	8000
32.	Set of two blankets (disposable)	4	300	1200
31.	Stretchers	4	1000	4000
32.	Backboard with straps	2	12500	25000
33.	Medical First Response Kits with box (bite sticks, stiff neck collars {various sizes} gauzes, multi-trauma dressings, flexible splints, restraints, bandages, tapes dermical, latex gloves, masks {CPR}, triage ribbons of various colours, masks, sponges, scissors disinfectants, oxygen canola, air-way oral etc)	4	30000	120000
34.	Oxygen cylinders	4	7500	30000
35.	Full body harnesses	6	3000	18000
36.	Casualty bags	4	2000	8000
37.	Life jackets	12	000	12000
38.	Base Station Radio Set (VHF) 5/25 W	2	200000	400000
39.	Walkie Talkies 1W/5W	12	7500	90000
40.	Building Marking Kit	6	3000	18000
			Total	14,00,050

Total Cost of Equipment for one CDTI/ CDTS

1.	Cost of Audio Visual Training Aids	Rs 12,64,000
2.	Cost of personal protective equipment	Rs 7,77,000
3.	Cost of rescue and MFR training equipment	Rs 14,00,050
Grand Total		Rs 34,41,050

(Reference : paras 8.1.5 and 9.1.7) i.e. **Rs.35,00,000**

Annexure- K

Civil Defence Training Schools

CDTS proposed	13 *
Built up area needed for Minor CTIs	Rs.15000 sq.ft.
Construction cost per sq.ft.	Rs. 800/-
Furnishing cost per sq ft	Rs. 80/-
	Total Rs. 880/-
Cost per CDTS	Rs.1,32,00,000/-

(Reference : paras : 8.1.5, 9.1.7 and 9.1.11)

* Details at Para 8.1.4 (Table 4)

Cost of the building of 01 CDTS : **Rs 1,32,00,000/-**

Total Cost for 13 CDTS : Rs. 1,32,00,000 x 13
Rs. 17,16,00,000/-

** Accommodation for 50 nos. of trainees

@ 100 sq. ft. per head including (Kitchen, Dining & Toilet) = 100 x 50 = 5,000 sq. ft.

Office cum training block (including class rooms, equipments' stores) = 10,000 sq. ft.

Total = 15,000 sq. ft.

(**Annual Maintenance @ 5 % building cost : Rs.6,60,000/- per unit**)

Expenditure on Manpower for CDTIs

Sr.No.	Post	No. of Post Proposed	Pay Scale	Pay Scale	Total Expenditure Per Month	Total Expenditure per annum
1	Director	1	12000-375-16500	12000	26,960	3,20,280
2	Dy. Director	1	10000-325-15200	10000	22,640	2,71,680
3	Med. Officer	1	8000-275-13500	8000	17,920	2,15,040
4	Asstt. Director(R)	1	6500-200-10500	6500	14,681	1,76,172
5	Asstt. Director(F)	1	6500-200-10500	6500	14,681	1,76,172
6	Asstt. Director(G)	1	6500-200-10500	6500	14,681	1,76,172
7	Asstt. Director(C)	1	6500-200-10500	6500	14,681	1,76,172
8	Lib-Inf-Asstt	1	5500-175-9000	5500	12,221	1,46,652
9	Store Keeper	1	4000-100-6000	4000	8,980	1,07,760
10	Sr. Demonstrator	2	3200-85-4900	3200	14,324	1,71,888
11	Jr. Demonstrator	7	2750-70-3800-75-4400	2750	42,945	5,15,340
12	Paramedic Staff	2	2750-70-3800-75-4400	2750	12,270	1,47,240
13	Driver	5	3050-75-3950-80-4590	3050	34,190	4,10,280
14	Office Supdt	1	5500-175-9000	5500	12,221	1,46,652
15	Office Asstt	2	4000-100-6000	4000	22,280	2,67,360
16	Steno Typist	1	4000-100-6000	4000	8,980	1,07,760
17	UDC	1	4000-100-6000	4000	8,980	1,07,760
18	LDC	2	3050-75-3950-80-4590	3050	13,676	1,64,112
19	Class-IV	10	500 @ Rs.115 - per day		35,000	4,20,000
	Total	42			3,52,311	42,27,732

(Reference : paras 8.1.6 and 9.1.11)

Total Expenditure on 18 CDTIs : Rs. 42,27,732 x 18
: **Rs. 7,60,99,176**

Annexure- M

Expenditure on Manpower for CDTS

Sr.No.	Post	No. of Post Proposed	Pay Scale	Pay Scale	Expenditure per month	Total Expenditure per annum
1	Principal	1	10000-325-15200	10000	22,640	2,71,680
2	Sr. Instructor	1	8000-275-13000	8000	17,920	2,15,040
3	Med. Officer	1	8000-275-13500	8000	17,920	2,15,040
4	Instructor	4	5000-150-8000	5000	44,560	5,34,720
5	Steno Typist	1	4000-100-6000	4000	8,980	1,07,760
6	LDC	2	3050-75-3950-80-4590	3050	13,676	1,64,112
7	Store Keeper	1	4000-100-6000	4000	8,980	1,07,760
8	Demonstrator	3	2750-70-3800-75-4400	2750	18,405	2,20,860
9	Driver	3	3050-75-3950-80-4590	3050	20,514	2,46,168
10	Class-IV	6	500 @ Rs.115 - per day		21,000	2,52,000
	Total	23			1,76,675	23,35,140

Total Expenditure on 13 CDTS : Rs. 21,20,100 x 13
: **Rs.2,75,61,300/-**

(Reference : paras 8.1.7 and 9.1.11)

Annexure- N

Transport for Civil Defence Districts

Sl No.	Name of the vehicle	Quantity	Unit Cost (Approx)	Total Cost in Rs.
1.	SUV	1	4,00,000/-	4,00,000/-
2.	M/Cycle	1	40,000/-	40,000/-
4.	QRT vehicle	1	10,00,000	do
	Total cost for one CD Dist			Rs. 4,40,000

(Reference : paras 9.1.2 and 9.2.4, Table -10)

Financial outlay for 600 dists : Rs.26,48,80,000

Support from Corporate Sector for CD Districts

Sl.No.	Vehicle	Scale	Remarks
1	Ambulance with medical kit	1 for every 4 to 5 lakh population in the district	Running, Maintenance cost & expenditure on driver to be borne by the Corporate Sector.
2.	SUV (Training-cum-QRT)	- do-	- do-

(Reference paras 7.8.5 and 9.1.2)

Annexure-O

Training Allowance

Sl.No.	Courses	Min. No. of Vol. to be trained in a year	Duration Days	Proposed rate of training allowance	Total
1.	Basic course of CD/ Disaster Management	10,000	5	Rs.150	<u>Rs.75,00,000</u> (10,000x5x150)
2.	Refresher/ Advance courses	10,000	12	Rs.150	<u>Rs.1,80,00,000</u> (10,000x12x150)
3.	Advance/ Specialised courses at NCDC	2,000	5	Rs.150	<u>Rs.15,00,000</u> (2,000x5x150)
4.	All India Watermanship course at CTI, Bangalore	1,000	20	Rs.150	<u>Rs. 3,00,000</u> (1000x20x150)
		23,000		Total	<u>Rs.2,73,00,000</u>

(Reference : paras 9.1.8 and 9.1.11)

Annexure-P

**LIST OF TRAINING EQUIPMENT RECOMMENDED FOR
DISTRICT HQrs)**

A. AUDIO-VISUAL EQUIPMENT FOR COMMUNITY EDUCATION

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1	Black Board	2	3000/-	6000
3.	White rexine screen	1	5000/-	5000
4	LCD Projector with extra lamp	1	250000/-	250000
5	DVD player	2	6000/-	12000
7.	Digital Camera	1	20000/-	20000
8.	Video Camera	1	50000/-	50000
9.	Computers Desktop	1	40000/-	40000
10	Printers	1	25000/-	25000
13.	Public Address System (open air)	1	50000/-	50000
15.	Miscellaneous charts, flip boards consumables, training films, stationery	-	50000/-	50000
TOTAL				5,08,000

Annexure P Contd.

B. PERSONAL PROTECTIVE CLOTHING AND EQUIPMENT

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1.	Fluorescent Jackets Waterproof	6	1500	9000
2.	Safety Helmets	6	500	3000
3.	Boots hard toe, steel shank	6	1500	9000
4.	Heavy duty work gloves	6	1500	9000
5.	Water bottle with sling	6	250	1500
6.	Safety goggles	6	300	1800
7.	Safety torches	6	150	900
8.	Face Shield	6	500	3000
9.	Nose Mask	20	50	1000
10.	Ear plug	30	25	750
11.	Knee pads	6	100	600
13.	Fire entry suit	2	115000	230000
14.	Breathing air apparatus with spare cylinder	3	75000	225000
			Total	497550
				Say 5 lakhs

C. RESCUE EQUIPMENT

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
1.	<u>Hand tools set</u> - Pliers 8" - Vise grip 10" - Bolt cutter 30" - Chisel ½ " - Chisel 1" - Screw driver set - Hacksaw 12" with spare blades - Handsaw 24" - Claw Hammer 4 kgs - Sledge Hammer 7 kgs - Carpenter Hammer 3" - File flat 12" - Crescent wrench 8"	1	9000	9000
2.	Circular saw (petrol) 10" with carbide and metal cutting blades	1	35000	35000
3.	Chain saw (petrol) 12" with carbide tipped chain	1	35000	35000
4.	Combination cutter and spreader (battery operated)	1	45000	45000
5.	Ramset with foot pump	1	40000	40000
6.	Hydraulic jacks 5 tons	2	20000	40000
7.	Rotary hammer drill 1½ " with bits (electric)	2	30000	30000
8.	Reciprocating saw with wood & metal cutting blades	2	25000	25000
9.	Electric drill with set of bits	2	10000	10000
10.	Pinch point pry bar 60"	2	500	1000
11.	Fire axe 2 ½ feet	1	1500	1500

Annexure P Contd.

Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
13.	Flat head axe	1	300	300
12.	Clawed Crow bar 5 feet	2	400	800
13.	Spades 10"	2	250	500
14.	Shovels 10" (D handle)	2	250	500
15	Picks (chisel and point)	2	250	500
16	Come along 1.5 tons	1	10000	10000
17.	Set of pulley blocks (single, double, triple sheaves)	1	4000	4000
18.	Rope manila 100m rolls 2"	1	1500	1500
19.	Rope nylon 1" 100m rolls	1	2000	2000
20.	Camming devices (Prusik loop or ascenders)	2	6000	12000
21.	Cribbing & wedge kit sets with containers	1	5000	5000
22	Tape measures	1	250	250
23.	Aluminium ladder 20 feet	1	7000	7000
24.	Tarpaulin 4m x 4m	2	3000	6000
25.	Tarpaulin 6m x 6m	1	5000	5000
26.	Carbon di-oxide extinguisher	2	5000	10000
27.	Generator 2.5 KVA	1	40000	40000
28.	Working lamps with 10m leads	2	1000	2000
29.	Extension boards & cords	1	1000	1000
30.	Megaphones (electronic)	1	4000	4000

Equipment for District HQrs

Annexure P Contd.

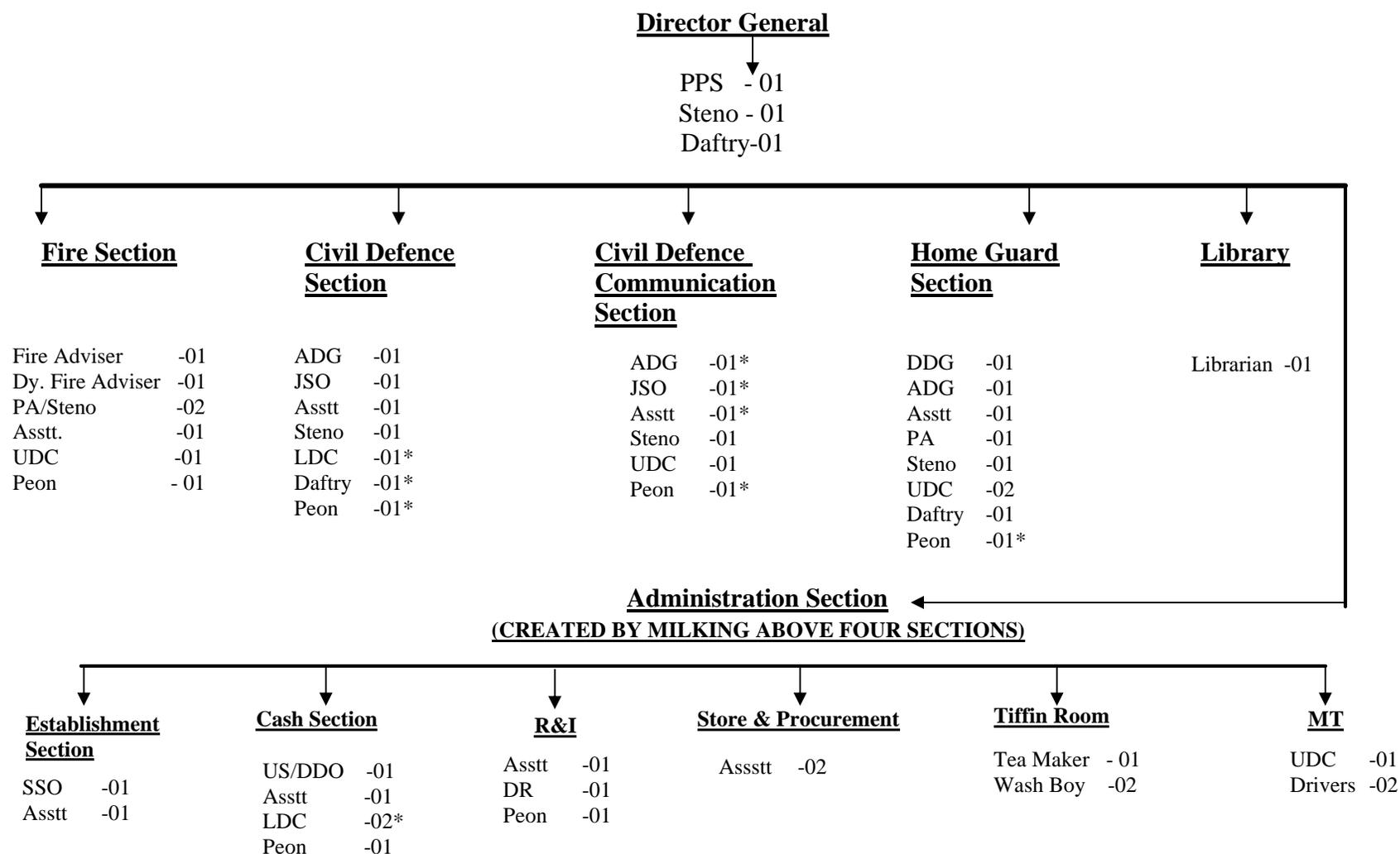
Ser No.	Name of Equipment	Qty	Unit Cost (Rs)	Total Cost (Rs)
31.	Water jell blankets	4	1000	4000
32.	Set of two blankets (disposable)	2	300	600
31.	Stretchers	2	1000	2000
32.	Backboard with straps	1	12500	12500
33.	Medical First Response Kits with box (bite sticks, stiff neck collars { various sizes } gauzes, multi-trauma dressings, flexible splints, restraints, bandages, tapes dermical, latex gloves, masks { CPR }, triage ribbons of various colours, masks, sponges, scissors disinfectants, oxygen canula, air-way oral etc)	1	30000	30000
34.	Oxygen cylinders	1	7500	7500
35.	Full body harnesses	1	3000	3000
36.	Casualty bags	2	2000	4000
37.	Life jackets	6	1000	6000
38.	Walkie Talkies 1W/5W	6	7500	45000
39.	Building Marking Kit	2	3000	6000
			Total	5,02,850

Total Costs

1.	<u>Cost of Equipment for one District</u>	
	(a) Audio-visual equipment	Rs 5,08,000
	(b) Personal protective clothing	Rs 5,00,000
	(c) Rescue Equipment (light level)	Rs 5,02,850
	Total	<u>Rs 15,10,850</u>
2.	<u>Financial Outlay</u> (for 600 districts)	Rs 90,65,10,000

(Ref : paras 9.2.4 , Table 10)

Existing Organisation of the office of DG/ CD, MHA
(Sanctioned Strength- 51)



* Posts (10) proposed to be surrendered

(Reference paras 9.3.2)

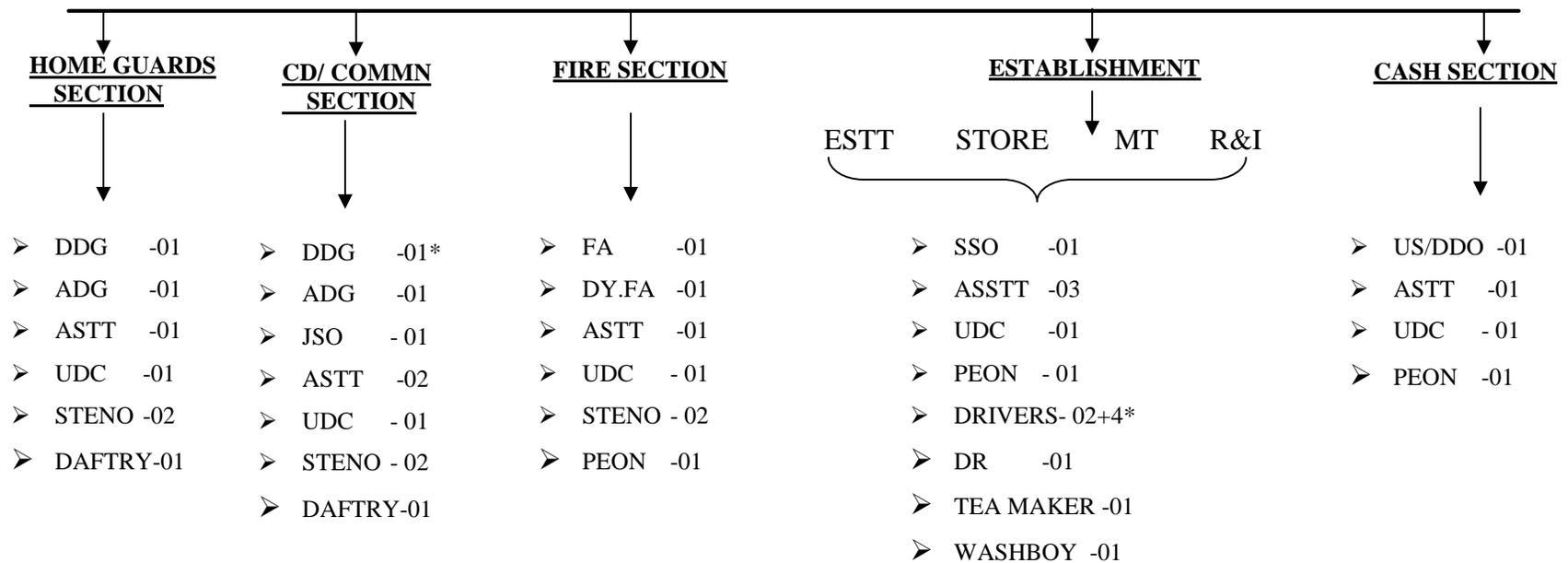
PROPOSED ORGANISATION
DG, CD (MHA)

DIRECTOR GENERAL, CD-1

- PPS -01
- Steno -01
- Daftry -01

INSPECTOR GENERAL *

- STENO -01



*** Posts (7) proposed for creation
(Reference paras 9.3.2)**

Annexure-S

Financial Implication : Consolidated (Non- recurring)

CDTI (18 nos.)	Cost per Unit (in Rs.)	Total cost (in Rs.)	Phase -1	Phase-2	Phase-3	Reference
			2007-08	2008-09	2009-10	
Infrastructure	2,11,20,000	38,01,60,000	7,60,32,000 (20%)	19,00,80,000 (50%)	11,40,48,000 (30%)	(Annexure-E)
Transport	22,90,000	4,12,20,000	2,06,10,000 (50%)	2,06,10,000 (50%)		(Annexure-F)
Equipment	35,00,000	5,60,00,000	1,68,00,000 (30%)	2,80,00,000 (50%)	1,12,00,000 (20%)	(Annexure-G)
	2, 69,10,000	47,73,80,000	11,34,42,000	23, 86,90, 000	12, 52, 48,000	
CDTS (13 nos.)						
Infrastructure	1,32,00,000	17,16,00,000	3,43,20,000 (20%)	8,58,00,000 (50%)	5,14,80,000 (30%)	(Annexure-H)
Transport	22,90,000	2,97,70,000	1,48,85,000 (50%)	1,48,85,000 (50%)		(Annexure-F)
Equipment	35,00,000	4,55,00,000	1,36,50,000 (30%)	2,27,50,000 (50%)	91,00,000 (20%)	(Annexure-G)
	1,89,90,000	24,68,70,000	6,28,55,000	12,34,35,000	6,05,80,000	
CD Districts (600 nos.)						
Equipment	15,10,850	90,65,10,000	33,69,19,550 (223 Dists)	38,07,34,200 (252 Dists)	18,88,56,250 (125 Dists)	(Annexure-K)
Transport	4,40,000	26,40,00,000	13,20,00,000 (50%)	13,20,00,000 (50%)		(Annexure-J)
	19,50,850	117,05,10,000	46,89,19,550	51,27,34,200	18,88,56,250	
Grand Total	4,78,50,850	189,47,60,000	64,52,16,550	87,48,59,200	37,46,84,250	

Financial Implication : Consolidated
(Recurring)

CDTI 18 nos.	Cost per Unit	Total Cost	(in Rs)		Reference
			State's Share (50%)	Centre's Share (50%)	
Manpower	42,27,732	7,60,99,176	* 3,80,49,588	* 3,80,49,588	Annexure-M
Maintenance of building	10,56,000	1,90,08,000	*95,04,000	*95,04,000	Annexure-E
CDTS					
13 nos.					
Manpower	21,20,100	2,75,61,300	* 1,37,80,650	* 1,37,80,650	Annexure-N
Maintenance of building	6,60,000	85,80,000	*42,90,000	*42,90,000	Annexure-H
Training Allowance	Rs.150 per trainee per day. Total 23,000 volunteers to be trained in 1,82,000 workdays in CDTI/ CDTS/ NCDC etc.	2,73,00,000	* 1,36,50,000	* 1,36,50,000	Annexure-O
CD District					
600 nos.					
Manpower	20,91,564	125,49,38,400	62,74,69,200	62,74,69,200	Annexure-I
Training Expenses	6,00,000	36,00,00,000	18,00,00,000	18,00,00,000	Para 9.2.5
CD Hqrs at State/UT					
Capitals (31 nos)					
Manpower	10,46,712	3,24,48,072	1,62,24,036	1,62,24,036	Annexure-P
DGCD Office					
Manpower	1,04,29,152	1,04,29,152		1,04,29,152 100% Centre	Para 9.3.2
Total	2,22,31,260	181,63,64,100	90,29,67,474	91,33,96,626	

* First 5 Years : 100% Centre
6th Year onwards : Tapering off @10% per year
10th Year onwards : 50% Centre 50% State

Annexure-U

Centre's Financial Liability (Rs in Crore)

<u>Non recurring</u>		(Annexure-S)		2007-08	2008-09	2009-10	Reference	
CDTIs 18 nos.	Cost per Unit	Total cost*						
Infrastructure	2.11	38.02	7.60	19.01	11.40	}	Para 9.1.7	
Transport	0.23	4.12	2.06	2.06				
Equipment	0.35	5.60	1.68	2.80	1.12			
CDTSs 13 nos.								
Infrastructure	1.32	17.16	3.43	8.58	5.15			
Transport	0.23	2.98	1.49	1.49				
Equipment	0.35	4.55	1.37	2.28	0.91			
CD Dists 600 nos.						}	Para 9.2.4	
Equipment	0.15	90.65	33.69	38.07	18.89			
Transport	0.04	26.40	13.20	13.20				
Total (A)		189.48	64.52	87.49	37.47			
<u>Recurring</u>		(Annexure- T)						
CDTIs 18 nos.								
Manpower	0.42	7.61	1.52	5.33	7.61		Para 9.1.8	
Maintenance of Building	0.11	1.90					Para 9.1.9	
CDTSs 13 nos								
Manpower	0.21	2.76	0.55	1.93	2.76		Para 9.1.8	
Maintenance of Building	0.07	0.86					Para 9.1.9	
Training Allowance		2.73	1.36	2.73	2.73		Para 9.1.10	
CD Dists 600 nos.								
Manpower	0.21	125.49	23.32	49.67	62.75		Para 9.2.3	
Training Expenses	0.06	36.00	6.69	14.25	18.00		-do-	
CD Hqrs								
Manpower	0.10	3.24	1.62	1.62	1.62		Para 9.3.1	
DGCD Office								
Manpower	1.04	1.04	1.04	1.04	1.04		Para 9.3.2	
Total (B)		181.64	36.11	76.58	96.51			
Grand Total (A+B)			100.63	164.06	133.98			

* For both Centre and States/UTs

Annexure-V

State's Financial Liability (Rs. in Crore)

	Cost per Unit	*Total cost	2007-08	2008-09	2009-10	Reference
<u>Recurring</u>						
CDTIs 18 nos.						
Manpower	0.42	7.61	0	0	0	Para 9.1.8
Maintenance of Building	0.07	1.33	0	0	0	Para 9.1.9
CDTSs 13 nos.						
Manpower	0.21	2.75	0	0	0	Para 9.1.8
Building	0.05	0.67	0	0	0	
Training Allowance		2.73	0	0	0	Para 9.1.9
CD Dists 600 nos.						
Manpower	0.15	90.29	16.78	25.74	45.14	Para 9.2.3
Training Expenses	0.06	36.00	6.69	14.25	18.00	-do-
CD Hqrs						
Manpower	0.10	3.24	1.62	1.62	1.62	Para 9.3.1
Total		144.62	25.09	41.61	64.76	

* Both Centre & States/ UTs