

DISASTER MANAGEMENT PLAN 'DMP'

Govt. College of Teacher Education, Dharamshala (Kangra) H.P. 176215



Prepared By: SSP Team, Govt. College of Teacher Education, Dharamshala

Submitted By: Principal GCTE, Dharamshala

Contact: Email: gctedharamshala-hp@nic.in , dharamshalagcte@gmail.com

www.gcte.in Phone: 01892223140

INDEX

Sr. No.	Particulars	Page No.
1.	Front Page, Index, Preface	1,2
2.	1. Introduction i. College Profile ii. Details of College Staff iii. Details of Student-teachers iv. Aims and Objectives v. Components of CDMP vi. Phases of Disaster Management	3 3 5 5 5
3.	2. Hazard and Vulnerability Assessment i. Hazard Profile of H.P. ii. Earthquake Vulnerability in Kangra iii. Hazards in College	7 7 7 7
4.	3. Preparedness i. Formation of Disaster Management Teams and their Role and Responsibilities ii. Emergency Contact Numbers iii. Evacuation Plan College	8 8-18 18 19
5.	4. Mitigation Measures i. Non-structural Measures ii. Structural Measures iii. Safety Audits iv. Disaster management Plan Checklist	19 19 19 19 20
6.	5. Updating Disaster Management Plan	21

PREFACE

District Kangra is prone to various hazards both natural and manmade. Main hazards consist of earthquakes, landslides, floods, Heavy rains, flash floods, fires domestic and wild, accidents road, rail and air, stampedes, Industrial hazards etc. However, the hazard which poses the biggest threat to the district is that of earthquakes. District Kangra is one of the highly seismically active regions in the world and falls in earthquake zone-V. Many disaster incidents have also been reported from various Educational Institutions of H.P. as these are using inflammable material such as LPG cylinders, oil and plastic made utensils for mid-day meal in kitchens. Hence lack of knowledge and skill in using fire safety equipments raises serious question about safety of the Colleges.

The information provided endorses the fact that the safety of all stakeholders of the institution, to both education and safety, must be safeguarded simultaneously. Disaster-resilient education and safe Colleges are within reach. It requires sincere efforts to assess local risks and institutional capacities and to develop a well-planned and self-sufficient mechanism of preparedness.

Educational Institutions are one of the most important resources of communities and need to be protected. When an educational institution is vulnerable to any hazard, the welfare of the entire community is at risk. Every educational institution needs to be prepared as no location, district or state is immune to disaster. Considering the fact that external help may reach to the educational institution very late, it is important that College teachers, staff and students learn about the key aspects of educational institutional safety and preparedness. It is critically required that the educational institutional administration take proactive measures to increase awareness about disaster preparedness and also test their disaster preparedness plans through conducting mock drills at regular intervals.

1. INTRODUCTION**1.1 GCTE PROFILE**

1. NAME OF College: **GOVERNMENT COLLEGE OF TEACHER EDUCATION, DHARAMSHALA DISTT. KANGRA**

2. POSTAL ADDRESS: **WARD NO. 8 COLLEGE ROAD DHARAMSHALA, DISTT. KANGRA, HP 176215**

3. Contact No. **01892-223140,**

4. NO. OF TEACHERS: **13 MALE (9) FEMALE (4) Total = 13**

5. NO OF STUDENT-TEACHERS: - **479 (B.Ed. Two Years Programme)**

6. NO OF DISABLED STUDENT-Teacher: **MALE: 216 & FEMALE: 263**

7. SPECIFY TYPE OF DISABILITY: **Male 7 Female 2 Total 09**

8. SPECIFY OF CONSTRUCTION OF COLLEGE BUILDING: **Govt. Building**

9. NUMBER OF BUILDING IN COMPOUND:-**08**

10. NUMBER OF CLASSROOM: **07 (Old Campus)**

LIBRARY ROOM: **02 Main Library in New Building & Reading Room in Old Campus**

Curriculum Lab (Pedagogical Labs) :**06**

OFFICE

CLASS ROOMS

STAFF ROOM

CURRICULUM LABS

ICT LAB

MULTIPURPOSE HALL

LIBRARY

READING ROOM

STORE

OTHERS ROOMS

10. NO FLOORS: Old Campus: Single Floors, Multipurpose Hall: Single Floor ICT Lab: 2 Floors, Science Block: 3 Floors Administrative Block (Old Building): Single Floor. Training Room: Single Floor, and Library: Top Floor of New Building (Undertaken by CUHP)

11. NO OF STAIRCASES: **38 (Science Block with 3 Landing)**

12. DO YOU HAVE SEPRATE TOILET FOR BOYS AND GIRLS: **YES**

13. NO OF DRINKING WATER POINTS: **03**

14. PLAYGROUND SIZE AND OPEN AREA **2500 SQM app**

15. FIRE EXTINGUISHER INSTALLED ----- **YES**

NO OF FIRE EXTINGUISHER: **14 (Old Campus)**

DATE WHEN LAST CHECKED: **20/03/2020**

17. MOCK DRILL ORGANISED: **(YES)**

SINGNATURE OF PRINCIPAL

1.2 Details of GCTE Staff:

Sr. No.	Name	Designation		Contact No.
1	Prof. Arti Verma	Principal,	GCTE, Dharamshala	9418151502
2	Prof. Preeti Sharma	Associate Pffessor	GCTE. Dharamshala	9805428220
3	Prof. Vivek Sood	Associate Professor	GCTE, Dharamshala	9418477931
4	Dr. Been C Nair	Associate professor	GCTE, Dharamshala	9418253309
5	Prof. Yugraj Singh	Associate Professor	GCTE, Dharamshala	9418111841

6	Dr. Abhiyudita Gautam	Associate Professor	GCTE, Dharamshala	9816299954
7	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
8	Prof. Ankur Mahajan	Assistant Professor	GCTE, Dharamshala	6280044928
9	Prof. Reeta Devi	Assistant Professor	GCTE, Dharamshala	88945105608
10	Prof. Babita Kumari	Assistant Professor	GCTE, Dharamshala	8219500377
11	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
12	Dr. Pooja Chaudhary	Assistant Professor	GCTE, Dharamshala	9418222040
13	Dr. Atul Thakur	Assistant Professor	GCTE, Dharamshala	9625312144
14	Dr. Anup Kumar	Assistant Professor	GCTE, Dharamshala	9418652321
15	Prof. Renu Chaudhary	Assistant Professor	GCTE, Dharamshala	9418824147
16	Dr. Raj Bhagti	Assistant Professor	GCTE, Dharamshala	9459796497
17	Prof. Manoj Kumar (Skt)	Assistant Professor	GCTE, Dharamshala	9816703727
18	Dr. Priyanka Kapoor	Assistant Professor	GCTE, Dharamshala	8894555200
19	Prof. Diksha Chandel	Assistant Professor	GCTE, Dharamshala	7018975639
20	Sh. Munish Kumar	Librarian	GCTE, Dharamshala	9736628294
21	Sh. Ajeet Kumar	Librarian	GCTE, Dharamshala	9816925373
22	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
23	Ms. Shivali	JOA (IT)	GCTE, Dharamshala	7018714730
24	Sh. Gaurav	JOA (IT)	GCTE, Dharamshala	9882801650
25	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
26	Sh. Sanjeev Kumar	Safi Sewak	GCTE, Dharamshala	8219832148
27	Smt. Urmila Devi	Class IV	GCTE, Dharamshala	8629092750
28	Smt. Anju Devi	Class IV	GCTE, Dharamshala	9625148657
29	Sh. Chuni Lal	Class IV	GCTE, Dharamshala	7833889131
30	Smt. Kaya Devi	Class IV	GCTE, Dharamshala	8091033116
31	Smt. Jeevna Devi	Class IV	GCTE, Dharamshala	9805247564
32	Sh. Ravi Kumar	Class IV	GCTE, Dharamshala	8988426748
33	Sh. Sanjeev Kumar	ICT Lab attendant	GCTE, Dharamshala	8219605423
34	Sh. Vijay Kumar	ICT Lab attendant	GCTE, Dharamshala	7018240767

1.3 Details of Student-teachers

Sr. No.	Section	Total No. of Student Teacher	Male	Female
---------	---------	------------------------------	------	--------

1	A+B+C+D	476	216	263
---	---------	-----	-----	-----

1.4 Aims and Objectives of College Disaster Management Plan

Aim

The aim of preparing this College Disaster Management Plan of Govt. College of Teacher Education, Dharamshala district Kangra H.P. 176215 is to ensure the safety of student-teachers and staff/teachers contributing towards mitigation/reducing the impact of any future disaster/emergent situation.

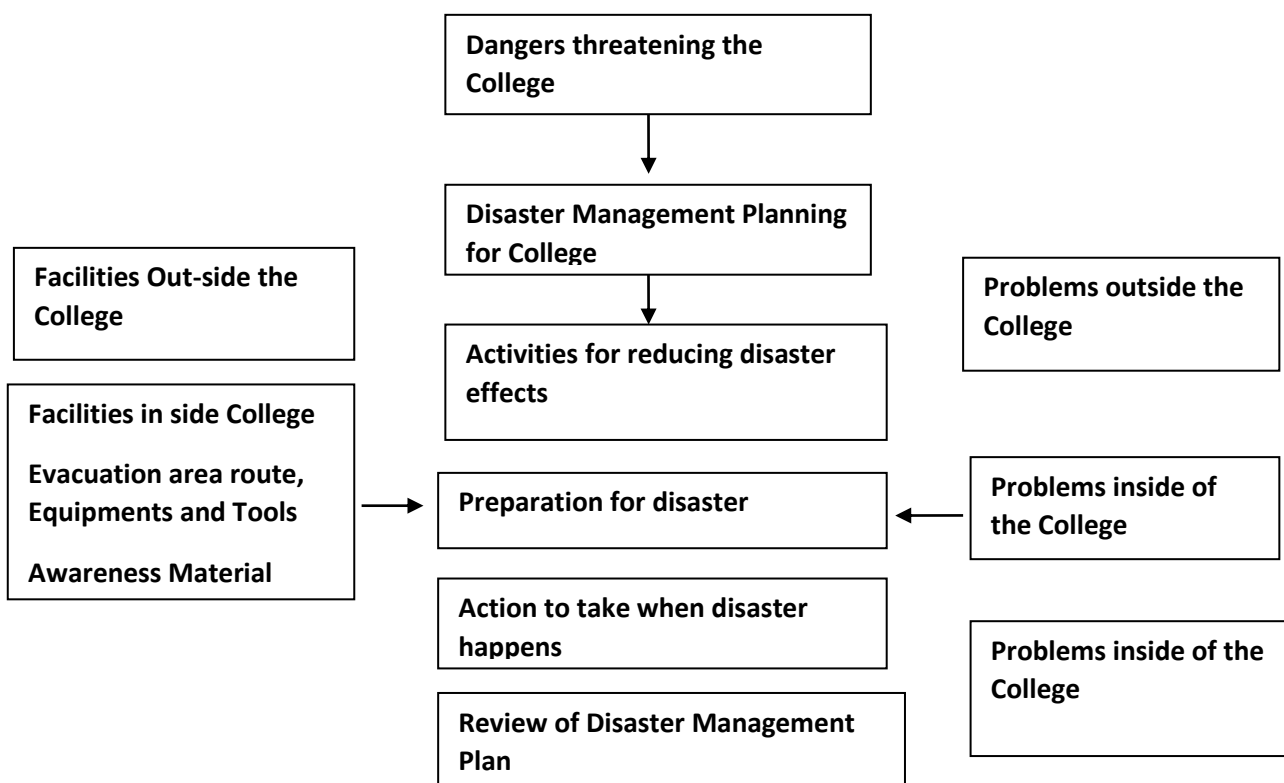
For making the College a safer place; for all stakeholders should have clarity and better understanding of the roles and responsibilities.

Objectives

- To plan and practice disaster management/reduction activities in the College
- To train and create mass awareness amongst College community i.e. student-teachers staff, parents on disasters
- To train the various disaster management teams constituted in the College in order to effectively respond to any emergent situation.
- To coordinate with local government offices and other emergency services.
- To conduct regular mock drills to facilitate the College children and teachers to practice for an effective response in an emergent situation

1.5 COMPONENTS OF COLLEGE DISASTER MANAGEMENT PLAN

The various components considered while preparing College Disaster Management Plan 'CDMP' for planning and disaster preparedness are as shown in Diagrams:



Before Disaster**During Disaster**

To check readiness of facilities for quick response.

To take decisions to minimize losses.

Non- Disaster –time

To task up activities for reducing disaster effects.

To increase disaster management skills, to regularly carry out drills in College.

To raise awareness of student-teachers and staff.

To quickly respond to a disaster situation, Record damage. Mobilization of task Forces

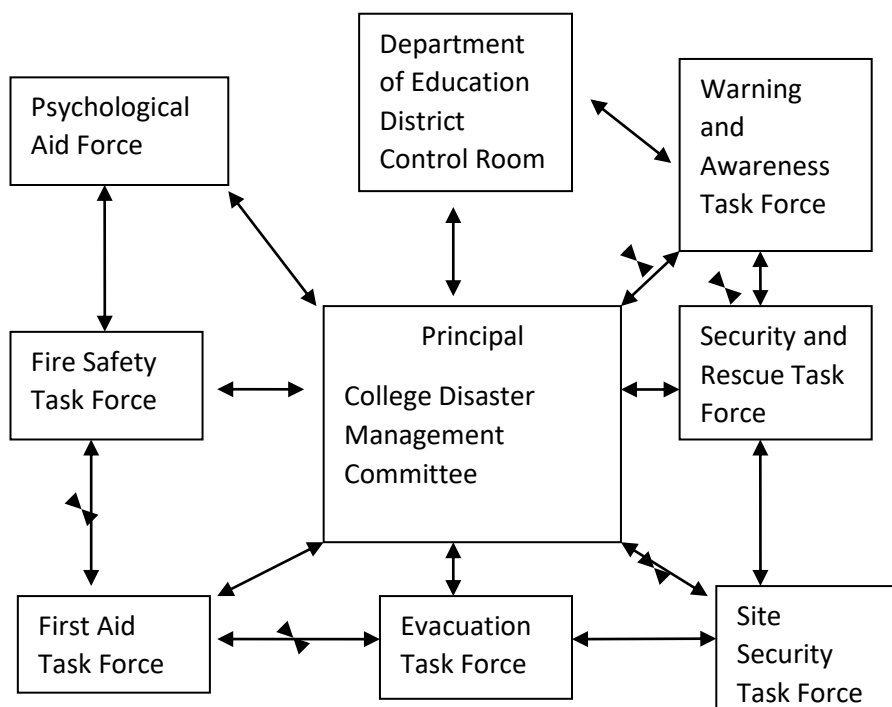
After Disaster

To manage the safety and care of evacuees.

Sending student-teachers and Teaching and Non-teaching Staff back in safe manner

1.6 PHASES OF COLLEGE DISASTER MANAGEMENT SYSTEM

The College Disaster Management Plan 'CDMP' of the College has the following mechanism/phases while responding to a disaster or any emergent situation.

PHASE OF DISASTER MANAGEMENT

COLLEGE DISASTER MANAGEMENT SYSTEM

2. HAZARD & VULNERABILITY ASSESMENT

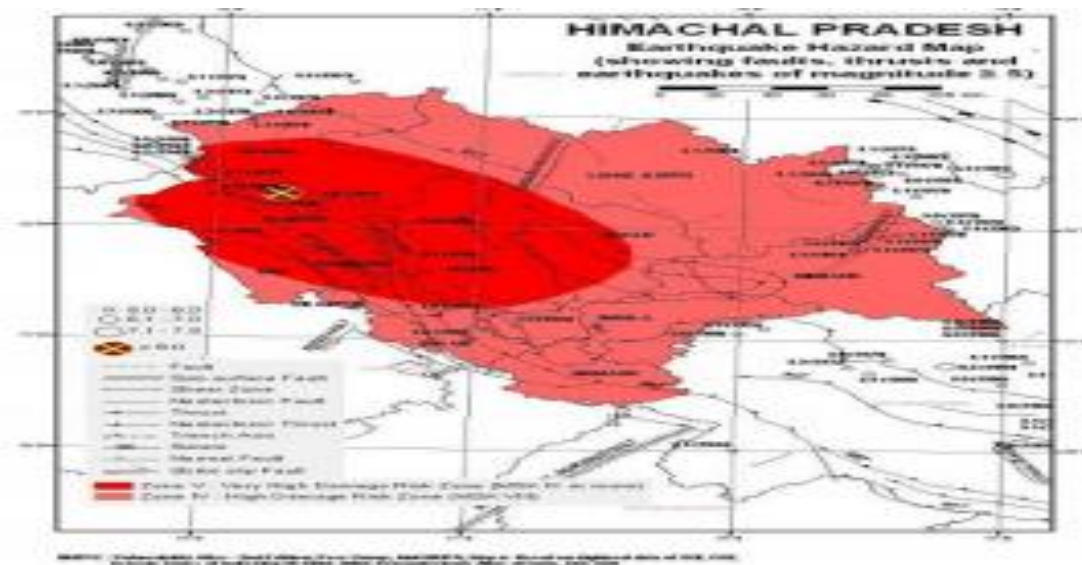
2.1 Hazard Profile of Himachal Pradesh

The entire state of Himachal Pradesh is prone to various hazards both natural and manmade. In the District the geological hazard, mainly earthquakes, landslides and soil erosion are most critical, the flash flood, cloud burst, drought and forest fire are also hydro metrological hazard

2.2 Earthquake Vulnerability in Kangra (Himachal Pradesh)

Thestate of Himachal Pradesh lies almost entirely in the Himalayan mountains on or near to the Fault Line (Eurasian and Indo-Australian plate boundaries). Due to its location it weathers dozens of mild earthquakes every year. Chamba, Kullu, Mandi, and Bilaspur Districts lie in Zone V. The remaining districts of Lahaul-Spiti, Kinnaur, Shimla, Solan and Sirmour lie in Zone IV.

Map showing Vulnerability in Himachal Pradesh



Seismic Map of Kangra/Himachal Pradesh

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

The whole district is prone to severe earthquake hazard. It has been subjected in 1905 to one of the giant earthquakes recorded in seismic history of India having a Magnitude of 8.0 on the open-ended Richter Scale in which 20000 persons had lost their lives, the town of Kangra and Dharamshala were razed to the ground and no-government functionary there was left alive even to report the happenings to higher authorities.

2.3. HAZARD IN COLLEGE

Type of Danger Level of threat Past experience

Earthquake (H) 1905(Earthquake), Zone-5

Landslides (H)

Fire occurred in surrounding (H)

Flash Flood (H)

Road Accident M 2016

Stray Animals/dogs H 2016

Snake bite occurred in surroundings (L)

Food Poisoning (L)

Stamped (L)

Specify the threat level of the danger as High (H), Medium (M), Low (L), Or zero (0)

3. PREPAREDNESS

3.1 Constituting various Disaster Management Teams and their Roles and Responsibilities Before, During & After Disaster

TEAM-1 COLLEGE DISASTER MANAGEMENT COMMITTEE

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Arti Verma	Principal,	GCTE, Dharamshala	9418151502
2	Prof. Vivek Sood	Associate Professor	GCTE, Dharamshala	9418477931
3	Prof. Yugraj Singh	Associate Professor	GCTE, Dharamshala	9418111841
4	Dr. Abhiyudita Gautam	Associate Professor	GCTE, Dharamshala	9816299954
5	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
6	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
7	Dr. Atul Thakur	Assistant Professor	GCTE, Dharamshala	9625312144
8	Dr. Anup Kumar	Assistant Professor	GCTE, Dharamshala	9418652321
9	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
10	Sh. Munish Kumar	Librarian	GCTE, Dharamshala	9736628294
11	Sh. Gaurav	JOA (IT)	GCTE, Dharamshala	9882801650
12	Smt. Anju Devi	Class IV	GCTE, Dharamshala	9625148657
13	Ishita Kumari	Student	GCTE, Dharamshala	8219174334
14	Abhinandan Sharma	Student	GCTE, Dharamshala	8219255034

Fire Officer, Dharamshala Member, Representative of the Fire services

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

Police Officer Dharamshala Member, Representative of the Police
 Health Officer (CMO) Member, Representative of Health Services Zonal Hospital Dharamshala
 Ward Member of MC, Dharamshala Member
 Members of Parents Teacher Body
 Student-teacher Representative

ROLES AND RESPONSIBILITIES OF CDMC

- The members of the College DMC shall have an understanding of the policy and planning principles, similar to that required for the development of curriculum or a student-teachers welfare policy. These members will help the college in preparation of the college disaster management plan and Evaluation of the College Disaster Management plan.
- Carrying out the mock drill four times a year.
- Updating of the plans at regular intervals (at least once a year, and after
- Any significant disaster) to ensure that the plan is workable.
- Look into the structural safety requirements of the College for various Hazards (earthquake, fire, floods, cyclone, etc.). Get the College building assessed for the hazards identified and prompt remedial measures taken, as required.
- Earmark fund arrangements for carrying out preparedness and Mitigation measures in the College through College funds, corporate Sectors, civil societies and establishing linkages with various Departments and organization working in the field of disaster management.
- During a disaster the CDMC shall coordinate the groups and teams.
- Media Management to be carried out by the CDMC.

TEAM-2 AWARENESS CAMPAIGN TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
2	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
3	Dr. Pooja Chaudhary	Assistant Professor	GCTE, Dharamshala	9418222040
4	Prof. Diksha Chandel	Assistant Professor	GCTE, Dharamshala	7018975639
5	Sh. Ajeet Kumar	Librarian	GCTE, Dharamshala	9816925373
6	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
7	Ms. Shivali	JOA (IT)	GCTE, Dharamshala	7018714730
8	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
9	Sh. Sanjeev Kumar	Safi Sewak	GCTE, Dharamshala	8219832148
10	Kshitij Sharma	Student	GCTE, Dharamshala	8894107482
11	Samriti Sharma	Student	GCTE, Dharamshala	9459632645

Roles and Responsibilities Awareness Campaign Team Before Disaster

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

- Collect, collate and develop IEC materials like Posters, Painting, Pamphlets, Simple Tips on Do's and Don'ts, Street Plays/ Nukkad Naataks, Poems, Songs, etc.
- Organize and conduct awareness programmes regularly in the College, targeting all staff/ teachers and student-teachers.
- Organize and conduct awareness programmes in the neighbouring areas in co-ordination with the local political representatives (Panchayat Member, Councillor, MLA, MP etc.), local Fire Station, and local NGOs, etc.
- Organize College health camps to orient the members on first-aid and search and rescue methodologies through linkages with the appropriate agencies.
- Assist in organizing regular fire and evacuation drills.
- Organize innovative activities and exercises for student and teachers on Disaster Management and preparedness to ensure continuing interest on the issue during normal time. The College can organize: -
- Art work: Posters, Bulletin Boards, Exhibitions, Wallpaper, Cards, Bookmarks etc.
- Creative Writing competitions Essays, Poetry, Slogans
- Drama Street Plays, "Nukkad Nataks", Role Playing.
- Songs Writing, Thematic Debates

During Disaster

- In case of emergency, advice students to take appropriate action
- Assist the fire Alarm Team in sending warning signals and helps the members to evacuate without panic.
- Assist the Evacuation Team in orderly evacuation of the College building.
- After Fire or Any Other Disaster
- Disseminate information on do's and don'ts so that the situation doesn't worsen, in coordination with the Fire Alarm Team.

TEAM-3 WARNING AND INFORMATION DISSEMINATION TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Dr. Been C Nair	Associate professor	GCTE, Dharamshala	9418253309
2	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
3	Prof. Manoj Kumar (Skt)	Assistant Professor	GCTE, Dharamshala	9816703727
4	Prof. Diksha Chandel	Assistant Professor	GCTE, Dharamshala	7018975639
5	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
6	Sh. Gaurav	JOA (IT)	GCTE, Dharamshala	9882801650
7	Smt. Anju Devi	Class IV	GCTE, Dharamshala	9625148657
8	Suraj Thakur	student	GCTE, Dharamshala	7018437931
9	Anshika	Student	GCTE, Dharamshala	9873237008
10	Ashna Sharma	Student	GCTE, Dharamshala	7807706978

Role and Responsibilities of Warning and Information Dissemination

1. Materials Require

- Contact details of the various local authorities, including the local Fire Station, District Administration, Police Station, Health Department, NGOs, Volunteer Organization, etc.

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

- Siren/ Alarm/ Bell, Flags of different colours to depict different level of signals (e.g. Red for Danger/ Existing Warning, Yellow for Wait or Stay Calm, Green for Exit Orderly or Go, Brown for Assembling Point, etc.)

Roles and Responsibilities

Before Disaster

- Take regular update from the Media (TV/Radio/Internet) on probable risks that the area can face and update the CDMC for appropriate action.
- Warn the College of any imminent hazardous situation.
- Post warning signs/flags of appropriate colour for different warning level placed/ positioned at designed places and inform all the staffs/teachers and students on the matter.
- Practice ringing special turned alarm to signal danger warning.
- Keep the other Team Members updated on any warning situations

During Disaster

- In case of emergency, advice students to take appropriate action.
- Check the warning received from various sources.
- Warn the whole College in case of any emergency by either ringing a bell/siren/ alarm or through public address system (P.A. system) or through a messenger, whatever is available and feasible.
- 4. The incident must be reported to the CDMC.

After Disaster

- Information sources must be monitored regularly.
- All the concerned Teams should be updated on the recent developments for better coordination.
- Prepare updates and disseminated necessary information to other emergency support functionaries in co-ordination with the CDMC

TEAM – 4 EVACUATION TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Yugraj Singh	Associate Professor	GCTE, Dharamshala	9418111841
2	Prof. Reeta Devi	Assistant Professor	GCTE, Dharamshala	88945105608
3	Dr. Atul Thakur	Assistant Professor	GCTE, Dharamshala	9625312144
4	Prof. Reenu Chaudhary	Assistant Professor	GCTE, Dharamshala	9418824147
5	Dr. Priyanka Kapoor	Assistant Professor	GCTE, Dharamshala	8894555200
6	Sh. Ajeet Kumar	Librarian	GCTE, Dharamshala	9816925373
7	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
8	Ms. Shivali	JOA (IT)	GCTE, Dharamshala	7018714730
9	Naveen Kumar	Student	GCTE, Dharamshala	8219476173
10	Deeksha Thakur	Student	GCTE, Dharamshala	9882646052

Role and Responsibilities of Evacuation Team

Before Disaster

- Ensure that all the exits are kept for ready opening, accessible and cleared of all blockades.
- Earmark the open spaces/areas within the College premises or outside for assembling after evacuation.

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

- Ensure that there the en-route to the designed assembly places are hazard free.
- Inform and assist the CDMC in conceptualizing alternate options in case evacuation is necessitated during blustery weather.
- During fire and evacuation drill, the response procedures for differently-abled students must be categorically developed and positioned.
- Evacuation procedures to be followed during drills must be disseminated to the entire College members, by carrying out innovative activities by Awareness Campaign Team.

During Disaster

- Evacuate in an orderly fashion as practiced in the drills.
- Guide the members to the designed places.

After Disaster

- The team should make sure that the designated safe places are easily accessible.
- Monitor a verify whether additional assistance is required for evacuation and report to CDMC.
- Head count and take Roll Call and report to CDMC. In case, the number doesn't match as per the attendance of the day report immediately to the Search and Rescue Team.

TEAM-5 SEARCH & RESCUE TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Preeti Sharma	Associate Pffessor	GCTE. Dharamshala	9805428220
2	Prof Babita Chambial	Assistant Professor	GCTE, Dharamshala	9459038187
3	Dr. Raj Bhagti	Assistant Professor	GCTE, Dharamshala	9459796497
4	Prof. Manoj Kumar (Skt)	Assistant Professor	GCTE, Dharamshala	9816703727
5	Sh. Munish Kumar	Librarian	GCTE, Dharamshala	9736628294
6	Sh. Chuni Lal	Class IV	GCTE, Dharamshala	7833889131
7	Smt. Kaya Devi	Class IV	GCTE, Dharamshala	8091033116
8	Dheeraj Dhiman	Student	GCTE, Dharamshala	9015001051
9	Akshita Chandel	Student	GCTE, Dharamshala	9317037171
10	Ankit Nautiyal	Student	GCTE, Dharamshala	7876620931

Roles and Responsibilities of Search and Rescue Team

Material Required

- The pictorial map of the entire College premises with clear indication of all entries, exits, staircases, corridors, gates, doors, windows etc.
- The evacuation Plan Document.
- Detailed information of the number of students in each class rooms/section and the number of employees /staffs/teachers.
- All the master keys of the College gates to be kept in an accessible place.
- Whistle to inform the trapped victims of their nearness and help.
- Rescue helmets, search lights, torches, lanterns, along with spare batteries and required fuel etc.
- Stretchers, ropes and ladders and another search and rescue equipments.
Training required
- Training in all the basic aspects of search and rescue methodology/ and techniques through local Fire service.

Roles and Responsibilities

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

Before Disaster

- Ensure that all the necessitated equipment and supplies are readily available and accessible.
- Ensure that all the team members are well trained and are active performers.
- Ensure that the entire evacuation route is clear of any blockades.

During Disasters

- Activate search and rescue operation as per the plan and procedures.
- Rescue and carry the victims to the designated places (e.g. carrying to the first-aid point or placing the victims into the ambulance, etc.)
- Report and update rescue procedure to CDMC and also ensure all members are out of the building.

After Disaster

- Check one on one rooms in the College building thoroughly (visually, vocally, physically) to ensure that no one is left behind.
- The injured victims may be carried to and handed over to the first-aid team.
- Assess thoroughly and look out for any structural/non-structural problems/significant structural damages and report to the CDMC.

TEAM –6 FIRST AID TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Dr. Been C Nair	Associate professor	GCTE, Dharamshala	9418253309
2	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
3	Prof. Reenu Chaudhary	Assistant Professor	GCTE, Dharamshala	9418824147
4	Prof. Ankur Mahajan	Assistant Professor	GCTE, Dharamshala	6280044928
5	Prof. Manoj Kumar (Skt)	Assistant Professor	GCTE, Dharamshala	9816703727
6	Dr. Raj Bhagti	Assistant Professor	GCTE, Dharamshala	9459796497
7	Prof. Diksha Chandel	Assistant Professor	GCTE, Dharamshala	7018975639
8	Sh. Sanjeev Kumar	Swafi Sewak	GCTE, Dharamshala	8219832148
9	Smt. Jeevna Devi	Class IV	GCTE, Dharamshala	9805247564
10	Sh. Ravi Kumar	Class IV	GCTE, Dharamshala	8988426748
11	Sh. Sanjeev Kumar	ICT Lab attendant	GCTE, Dharamshala	8219605423
12	Jyoti Sharma	Student	GCTE, Dharamshala	6230149490
13	Pankaj Rana	Student	GCTE, Dharamshala	9805297539

Role and Responsibilities of First-Aid Team

- This team may include the first-aid in-charge, 4 senior, teachers and 2 senior students from each section/class (Preferably from NCC/Bharat Scouts & Guide and students interested in health issue).

Materials required

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

- A basic medical supply kit to be readily available at all times to cater to the needs of maximum members of the College at one time.
- Place first-aid kits in each class room, as per the number of students.
- Duly filled in health cards containing information on special medicines being regularly taken by any students/staffs/employees.
- List of information on available medical resources/chemist/medical stores near the College area.
- List and detailed information of all the important medical centre/facilities/hospitals/clinics available near the College.

Training required

- Training in basic first-aid techniques and cardio-pulmonary resuscitation by local health department.
- Thorough orientation on the lifesaving medicines that may be used or applied during an incident of fire or other emergencies.

Role and Responsibilities

Before Disaster

- Ensure that all the First Aid kit kept in the College's store is up-to-date.
- Ensure that the emergency cards and health details of each individual are up-to-date.
- Ensure refresher training is given regularly for the existing members.
- Actively participate in regular fire and evacuation drills to ensure further improvements and competencies.

During Disaster

- During any Disaster Activate that First –Aid- Post.
- Provide basic first –Aid facilities/help to the needy.
- If reported of serious injuries assist the Search & Rescue Team.
- Take immediate position of the spot designated for catering first-aid.
- Provide basic first –aid to the injured.
- Record all cases and the treatment provided.

After Disaster

- Examine carefully and if further medical assistance is required, refer cases to the appropriate medical centres in co-ordination with the Transport Management Team.
- Send members along with the victims to further assist them for better health services.

TEAM –7 FIRE SAFETY TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Ankur Mahajan	Assistant Professor	GCTE, Dharamshala	6280044928
2	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
3	Prof. Reeta Devi	Assistant Professor	GCTE, Dharamshala	88945105608
4	Prof. Babita Kumari	Assistant Professor	GCTE, Dharamshala	8219500377
5	Dr. Anup Kumar	Assistant Professor	GCTE, Dharamshala	9418652321
6	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
7	Sh. Sanjeev Kumar	Safi Sewak	GCTE, Dharamshala	8219832148
8	Smt. Urmila Devi	Class IV	GCTE, Dharamshala	8629092750
9	Smt. Anju Devi	Class IV	GCTE, Dharamshala	9625148657

10	Sahil Thakur	Student	GCTE, Dharamshala	9736104911
11	Sakshi Kanwar	Student	GCTE, Dharamshala	7018005958

Role and Responsibilities of Fire Fighting Team

- This team may include all teacher of the College and 2 senior student-teachers from each section (Preferably from NCC\Bharat Scouts & Guides opted in Under Graduate Programme).

Materials required

- Fire fighting equipments, including Fire Extinguishers.
- Rescue helmets and gloves.
- Pictorial map of the College indicating all entries, exit gates \ doors\ corridors, class rooms, main electric switch boards, available fire and other safely equipments.

Training Required

- Thorough orientation and training on the use of different types of fire extinguishers Training in basic fire fighting and fire safety techniques through the local fire services

Role and Responsibilities

Before Disaster

- Ensure that all fire fighting equipments including fire extinguishers, hose pipes sprinklers, smoke detectors are in working conditions
- Ensure that all team members are well acquainted and trained with the use to the existing fire equipments.
- Check and ensure that all non-structural risks are secured from causing fire including laboratories, cafeteria etc.
- Ensure that all aspects of recommendations from the fire services are positively and constructively implemented to ensure fire safety.

During Disaster

- If caught fire advice student on STOP, DROP, & ROLL methodology.
- Activate the fire fighting system to curtail the fire.
- Fight the fire safely until the local fire services reach and takeover.
- Once the fire service takes over the operation, assist them and also keep the SFMC regularly informed on the development.

After Fire or Any Other Disaster

- Keep regular check on the existence of fire and report to SFMC and site safety team.
- Curtail fire and ensure safety of persons at all means.
- Keep vigil over conditions that may further spread fire and seek support from maintenance staffs in removing any such items from the area.
- At all circumstances Switch off the main electric lines.

TEAM- 8 SITE SECURITY TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Vivek Sood	Associate Professor	GCTE, Dharamshala	9418477931
2	Prof. Yugraj Singh	Associate Professor	GCTE, Dharamshala	9418111841
3	Dr. Abhiyudita Gautam	Associate Professor	GCTE, Dharamshala	9816299954
4	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
5	Ms. Shivali	JOA (IT)	GCTE, Dharamshala	7018714730
6	Smt. Anju Devi	Class IV	GCTE, Dharamshala	9625148657

7	Sh. Chuni Lal	Class IV	GCTE, Dharamshala	7833889131
8	Smt. Kaya Devi	Class IV	GCTE, Dharamshala	8091033116
9	Arpna Thakur	Student	GCTE, Dharamshala	6280501527
10	Hema Thakur	Student	GCTE, Dharamshala	8580536779

Role and Responsibilities of Site Safety Team

Materials required

- The pictorial map of the entire College premises with all the available facilities.
- The evacuation plan document.
- Detailed information of the number of students in each class room/ sections and the number of employees/staffs/teachers.
- All the members' keys of the College gates to be kept in an accessible place.
- Pin boards and white boards to post signs and another warning sign materials.
- Identification badges, cards or armbands.

Role and Responsibilities

Before Disaster

- Co-ordinate with the CDMC, the transport management teams and the other emergency support functionaries to develop and establish a release policy and communicate the same to parents and staffs.
- Define clear procedure on how the pupils will be released in case of emergency.

During Disaster

- Activate the team to ensure that the whole College premises are cordoned off and the entry restricted only to emergency services.
- Assist the local police for crowd control and also in carrying out the rescue operations smoothly.

After Disaster

- Secure the building and ensure that all external gates and doors are locked well.
- Deploy one team at the main gate to deal with parents and other agencies.
- The same team may route and guide the emergency services team like fire, police, medical and other key volunteers to reach the incident site.
- Keep CDMC informed of the developments.
- 5. The students may be released as per the established release policy.

TEAM – 9 TEAM FOR STUDENT-TEACHERS WITH SPECIAL NEEDS

Sr. No.	Name	Designation	Address	Contact No.
1	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
2	Prof Babita Chambial	Assistant Professor	GCTE, Dharamshala	9459038187
3	Dr. Anup Kumar	Assistant Professor	GCTE, Dharamshala	9418652321
4	Sh. Gaurav	JOA (IT)	GCTE, Dharamshala	9882801650
5	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
6	Sh. Sanjeev Kumar	Safi Sewak	GCTE, Dharamshala	8219832148
7	Komal Sharma	Student	GCTE, Dharamshala	6239525513

8	Nishant	Student	GCTE, Dharamshala	7876598868
9	Ravi Sharma	Student	GCTE, Dharamshala	7876148950

- A special team should be established for those students who are mentally retarded or physically handicapped, However, we have established a team for student-teachers with special needs for future prospective.

TEAM-10 MEDIA MANAGEMENT TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Vivek Sood	Associate Professor	GCTE, Dharamshala	9418477931
2	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
3	Prof. Ankur Mahajan	Assistant Professor	GCTE, Dharamshala	6280044928
4	Prof. Renu Chaudhary	Assistant Professor	GCTE, Dharamshala	9418824147
5	Dr. Priyanka Kapoor	Assistant Professor	GCTE, Dharamshala	8894555200
6	Sh. Munish Kumar	Librarian	GCTE, Dharamshala	9736628294
7	Ms. Shivali	JOA (IT)	GCTE, Dharamshala	7018714730
8	Ruhani Manhas	Student	GCTE, Dharamshala	7876492992
9	Shabnam Thakur	Student	GCTE, Dharamshala	8894089567
10	Sonia Prajapati	Student-teacher	GCTE, Dharamshala	8894290140

Roles and Responsibilities of Media Management Team

- The team may include the Sr. Teacher and Senior Non-Teaching Staff members of the College.
- List and detailed information of the media\media personnel in the area\district.

Roles and Responsibilities of Media Team

Before Disaster

- Regular interactions with the media for promoting fire safety awareness in print as well as Electronic Medias from time.
- Keep the media informed on the latest development and to publish matter only in public interest.

During/After Disaster

- Always remember that only one member from the team would brief the media at one time in order to keep the clarity.

TEAM-11 TRANSPORT MANAGEMENT TEAM

Sr. No.	Name	Designation	Address	Contact No.
1	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
2	Dr. Atul Thakur	Assistant Professor	GCTE, Dharamshala	9625312144
3	Sh. Gaurav	JOA (IT)	GCTE, Dharamshala	9882801650
4	Sh. Ravinder Kumar	Lab Attendant	GCTE, Dharamshala	7807313136
5	Sh. Sanjeev Kumar	Safi Sewak	GCTE, Dharamshala	8219832148
6	Sh. Sanjeev Kumar	ICT Lab attendant	GCTE, Dharamshala	8219605423

7	Sh. Vijay Kumar	ICT Lab attendant	GCTE, Dharamshala	7018240767
8	Vaishali Gupta	Student	GCTE, Dharamshala	8894280655
9	Ashok Kumar	Student	GCTE, Dharamshala	9015122350
10	Leena Thakur	Student	GCTE, Dharamshala	7018265507

Roles and Responsibilities of Transport Management Team

- This team may include the transportation/vehicle co-Ordinator of the College, the administration and teachers going in respective buses and 2 senior student-teachers from each bus getting down at the last stop.

Material required

- List of contact information of all the departments, including fire services and the other emergency support agencies.
- List of nearby bus depots and their contact details.
- List of ambulances available in the vicinity and the list of available medical facilities.

Training required

- Basic first-aid techniques through local health department or fire service or St. John ambulance brigade or red society.
- Thorough orientation on effective communication skills.

Role and Responsibilities Transport Management Team

Before Disaster.

- Ensure that all the members know the College 's established policy on release procedures during emergency.
- Co-ordinate and communicate with the search & Rescue team for any further requirement of vehicles, as per the number of injured/victims.

During /After Disaster

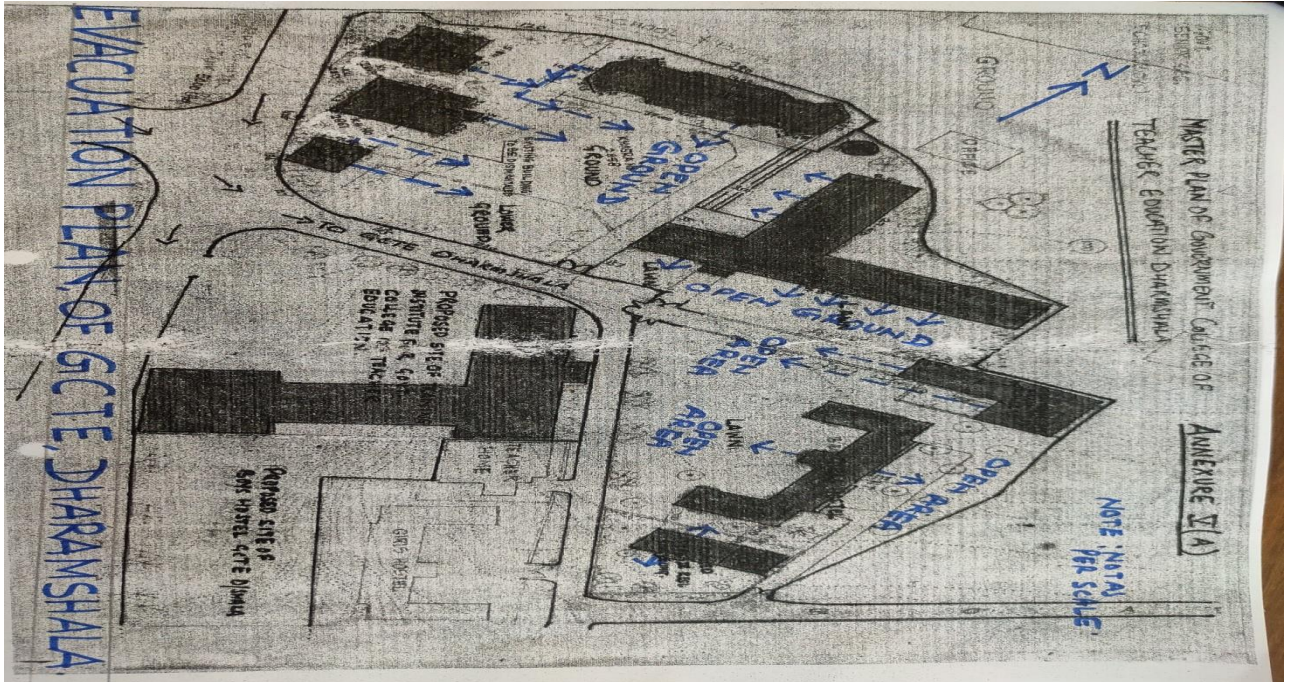
- Instruct and guide the vehicle personnel to carry out their given responsibility without panicking to ensure safety of all Members.
- Provide First-Aid to any injured in co-ordination with the First – Aid team

3.2 EMERGENCY CONTACT NUMBERS

Sr. No.	Name	Designation	Address	Contact No.
1	Dr. Atul Acharya	Assistant Professor	GCTE, Dharamshala	9418122544
2	Prof. Manoj Kumar (Comp)	Assistant Professor	GCTE, Dharamshala	8219500377
3	Dr. Anup Kumar	Assistant Professor	GCTE, Dharamshala	9418652321
4	Sh. Ashwani Kumar	Sutdt.G-II	GCTE, Dharamshala	9418188560
Sr. No.	Authority			Contact No.
1.	HP State Disaster Management Authority		Shimla	0177 2812344
2.	Distt. Disaster Management Authority		Kangra at Dharamshala	01892 222103
3.	Superintendent of Police Kangra at Dharamshala		Kangra at Dharamshala	01892 222244
4.	CMO Dharamshala (Kangra)		Kangra at Dharamshala	01892 224874
5.	Police Station Dharamshala		Dharamshala	01892224883
6.	Fire Station Dharamshala 101		Dharamshala	101
7.	Emergency Services 108		(Emergency Number)	108
8.	National Emergency Number		(Emergency Number)	112

9	Disaster Management	(Emergency Number)	1070, 1077
10.	Women Helpline	(Emergency Number)	1091
11.	Crime Stopper	(Emergency Number)	1090
12.	Gudiya Helpline	(Emergency Number)	1515

3.3 EVACUATION PLAN OF GOVT. COLLEGE OF TEACHER EDUCATION, DHARAMSHALA (KANGRA) 176215



4 MITIGATION MEASURES

The College Disaster Management Plan focuses on various mitigation measures to be undertaken by the College. Mitigation measure is a long-term exercise. It is necessary to prioritize the actions along with the nature of the threat and its potential to cause injuries and loss of life. Some of the non-structural measures like anchorage of almirahs, marking and clearance of exit routes, installation of warning alarms could be done immediately by incurring minimal cost, some other structural mitigation measures/repair works will require more time and funds.

As a part of mitigation action, College will also undertake periodic fire, electricity and building safety checks by involving officials from concerned departments. Other measures like testing of purity of drinking water and hygienic conditions in the College.

4.1. Listing of various non-structural measures to be undertaken in the GCTE, Dharamshala

- Ensuring clear passages which are marked or to be used for evacuation routes.
- Fixing of steel almirahs to the walls of staff room.
- Securing fans and light from ceiling
- Keeping fire extinguishers at marked places.

4.2 Safety Audits

Sr. No.	Hazard	Issuing Authority	Issued on Date	Date of Renewal
1.	Electricity Safety Audit	Checking of the electrical system of the College by an authorized electrician and safety certificate	NIL	

		issued by concerned authority		
2.	Fire Safety Audit	Checking of possible sources of fire and identifying inflammable items within the College and fire safety certificate issued by the concerned authority.	NIL	
3.	Water Safety Audit	Ensuring the purity of water supply in the College by the concerned IP & H authorities from time to time.	NIL	
4.	Building Safety Audit	Inspection and Checking of College building by the authorized authorities and issuing the building safety certificate for the prescribed time	NIL	
5.	Food Safety Audit	Inspection and Checking of College Canteen by the authorized authorities and issuing the Food safety certificate for the prescribed time	NIL	

4.4 EMERGENCY MANAGEMENT PLAN CHECKLIST NAME OF COLLEGE&LOCATION:

GOVT. COLLEGE OF TEACHER EDUCATION, DHARAMSHALA DISTT. KANGRA

DATE: -.....

- Have the emergency number been confirmed with the concerned departments
- Are the emergency contact numbers prominently displayed in the principal room
- Does the plan clearly specify procedures for reporting emergencies to the government Services and the relevant education authority
- Are the potential risks within and up to kilometres from the workplace identified?
- Does the Plan clearly mention about the evacuation plan
- Are the roles and responsibilities of key personnel clearly defined- tasks force team Leaders, class teachers, office staff and student.
- Are the staff responsibilities to account for and supervise student during and following the Emergency clearly described?
- Does the plan give emphasis on the more vulnerable student-teachers?
- Does the plan address the student with special physical, mental and medical need
- Does the plan describe about how the DM team will be trained
- Does plan provide the calendar for mock drill to be conducted?
- Has the plan been endorsed by local police and fire brigade?

UPDATION OF DISASTER MANAGEMENT PLAN

Govt. College of Teacher Education, Dharamshala (Kangra) H.P.

Sr. No.	Updating	By	Remarks
1	20 th February 2024	SSP TEAM GCTE, Dharamshala	