



সত্যমেব জয়তে
ত্রিপুরা সরকার

DISASTER MANAGEMENT PLAN OF HIGHER EDUCATION DEPTT. 2017-18



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PREFACE

The Tripura State is situated in seismic zone – V. This zone is prone to moderate to intensity earthquake. It is also prone to flood, cyclone, fire, road accident, man made hazard and epidemic etc. To fight against the natural calamities and disaster we need to have a better preparedness and response and action plan at all levels with available resources.

With this end in view the Higher Education Department has built up effective disaster management plan on the basis of the guidelines of the Revenue Department, Govt. of Tripura. The plan would serve as a useful documents for the Department, Institutions and the people for reduction of loss of lives and loss of property during disaster.

Signature of the
Disaster Management Authority
(Dr. B. Palit)
Director
Higher Education Department
Govt. of Tripura

CONTENT

Sl. No.	Particulars	Reference page
01	Introduction	04
02	Goal of the Department	04
03	Objectives	04
04	Organizational frame work	05
05	Identification of hazards and vulnerabilities	05
06	Role of the Department and stakeholders with Table	06
07	Mapping of Resources	07
08	Pre-contracts	07
09	Prevention and Mitigation planning	07
10	Preparedness (Community and Educational)	07
11	Emergency response planning	08
12	Planning on providing Relief & Recovery Support	08
13	Planning for resources such as financial and human resources	09
14	Name of the Institutions for the training (in side)	09
15	Roles and responsibilities of the nodal officers Training of Educational Administrator(field level)	10
16	Expected expenditure for training of resource persons, District & Sub-Divisional Nodal officers	10
17	Training of ministerial staffs	10
18	Training of the community village educational volunteers	10
19	Roles and responsibility of QRT (all levels)	12
20	Guideline for making contingency plan of Educational Institutional	12
21	Departmental field officers for providing Emergency Support Functions	13
22	QRT will include following manpower	13
23	Articles needed for first aid box (Disaster Management)	13
24	Testing, review & updating of the Departmental Plan	14
25	Table of the Present Educational Infrastructure (Annexure-I)	15
26	Table of the Number of Educational Institutions (District & Sub-Divisional wise) [Annexure – II)	16
27	Map(Tripura) of all Institutions (Annexure – III)	17
28	Educational Manpower in the State (annexure – IV)	18
29	ESF Plan – 2017 (Annexure – V)	19
30	Contract Number & details of QRT team (State level)	20
31	Form No. – ESF – 02 (QRT at the HQ level)	22
32	Form No. – ESF – 03 (QRT at the Field level)	23-42
33	Form No. – ESF – 04 (list of designated field/regional officers)	43-44
34	Form No. – ESF – 05 (Resource Inventory)	45
35	Form No. – ESF – 06 (Resource Inventory pre-contract)	46

DISASTER MANAGEMENT PLAN EDUCATION (HIGHER) DEPARTMENT 2017-18

1. Introduction

A disaster is a catastrophic event causing destruction and disruption of functional capacity of the affected community on a scale sufficient to warrant an extra ordinary response from outside. Tripura is situated in the seismic zone-V (Five), which is very much vulnerable for major earthquake, and this may lead to huge damage of properties and inflicting death to men and animals. Very early search, rescue and first aid will definitely save many lives and reduce disabilities of all the disaster victims. Over the years, there is a paradigm shift in the approach of disaster management. Earlier approach of Rescue, Relief and Rehabilitation has been changed to present concept of preparedness, prevention and mitigation of any disaster. Department of Higher Education plays a major role in providing educational help to the disaster victims. So for better preparedness of the Universities, Colleges and officials, better plan is of urgent need.

- An action plan to be prepared for providing emergency responses by the NCC and NSS volunteers of the Colleges, so that in case of emergency, their services may be taken as a quick response team.
- Besides, for providing post disaster relief and recovery, the services of the NCC and NSS volunteers will be taken.
- For prevention and mitigation of disaster, educational help would be given by the NCC and NSS volunteers of the Colleges in their respective locality with the help of the Disaster management unit of the concerned District/Sub-Division.
- The NCC and NSS volunteers of the Colleges under the Deptt. would be the human resource to fulfill the above components. As regards, financial resources, fund received from Revenue Deptt. in respect of the above components would be utilized for the purpose.

It is difficult to predict/forecast on disaster, whatever be the type of disaster, services from the Higher Education Department is warranted first. So, approach is to remain prepared comprehensibly to face any eventuality.

2. Goal :

To remain prepared at any point of time for very prompt and effective response with the existing manpower and resources. it requires improving the quality and quantity of resources.

3. Objectives :

- a) Adequate assistance to Tripura State Disaster Management Authority, the District Administration and local activities during the different phases of disaster (pre-phase, impact phase and post disaster phase).
- b) Develop and implement educational and information programs to raise student's awareness with special emphasis on risk reduction and preparation
- c) Promote and support research, development of technologies and use of local knowledge in measures that are aimed at supporting risk reduction and relate to Disaster Management activities.

- d) Regional and international experience, knowledge and resources are made available to support efforts in risk reduction and Disaster Management in the State.
- e) Conduct training and capability building to all identified staff including refresher training.
- f) To save lives of affected population by effective rescue response
- g) Prompt and effective treatment of injured in disasters.
- h) To assist in providing medical emergency support function (ESF) to allied institutions/agencies e.g. Red Cross, Civil Defense etc.
- i) To keep all educational infrastructure, equipments and personnel in a state of readiness for response.

4. ORGANISATIONAL FRAMEWORK:

Controlling Officers :- Director/ Joint Directors/ Deputy Directors/Principals/ Principal i/c/ Faculty members/ Head Librarian/Librarians.

Responsibilities

D. H. E: - He is the team leader. He will direct the above officers over telephone immediately after receiving the information of Disaster. He will lead the control room of the Department.

C. O. (Controlling Officers): - They will review the situation and assist DHE and Nodal Officers in all respect. The Controlling Officer of the respective Districts shall maintain liaison with the District Civil Administration during the disaster and shall provide necessary manpower and accommodation as per the availability. Besides, Controlling Officers shall also maintain liaison with Head of the Department.

N.O. (Nodal Officer):- He will be a member of E.O.C.(Emergency Operator Center). Nodal Officer shall review the situation overall and guide the Controlling Officers of the District and Sub-Divisional level. He will maintain liaison with the District HQ as well as TDMA and other line Department and made necessary arrangement to provide manpower, accommodation etc. during the Disaster.

Principals: - He will help in Q R T and command mobilization of students and support relief management of victims. He will form special management group for round the clock coverage. Senior most Faculty members on the spot will be the spokesman and they will be responsible for transmission of information to other agencies

Management of mass casualty incident

It is composed of a series of steps that collectively meet the immediate assistance, need of disaster victims. It will begin search and rescue from the disaster site and end with referral to the health centre or release for home care.

5. Identification of hazards and vulnerabilities:

Earthquake, cyclone, flood and occasional landslides are common in Tripura. But, in past, there is no such disaster like situation ever occurred in Tripura. The State falls in the earthquake prone zone - V. Therefore, earthquake is the major threat the State.

In the urban areas of the State, majority buildings including the all-educational institutions are not earthquake resistant. So, these need evaluation by expert engineers. Sixty percent

areas of the State is hilly. In case of major earthquake it will lead to blockage/damages of the road leading to disruption of surface communication. Non-earthquake resistance infrastructure and road blockages during earthquake are the major hazards of the State. Following are the most vulnerable groups among the disaster victims:-

1. Women, Pregnant and lactating mother,
2. Neonates and Children,
3. Geriatric Population,
4. Mentally and physically handicapped people,
5. Single parent families etc,
6. Vulnerable buildings, infrastructures, untrained staff.

6. Role of the Department and stakeholders :

The planning or the strategy for implementing departmental disaster management plan should be an integrated approach in three phases Disaster Management programme can be divided strategically under-

- (i) **Pre-disaster phase-** Prevention, Mitigation and Preparedness.
- (ii) **Disaster/Impact phase-** Emergency Relief Measures and Relief.
- (iii) **Post Disaster phase** – Re-construction and Re-habitation.

Role of stakeholders are furnished in the table below:

Sl. No.	Name of the agency	Regular duty	Role during disaster situation	Role supposed to be played during				
				Emergency response (rescue, medical first aid, shelter)	Relief and recovery	Prevention	Mitigation	Preparedness
1	2	3	4	5	6	7	8	9
01	Higher Education Deptt.	To manage & monitor Higher Education Institutions of Tripura.	Tripura has many educational institutions spread uniformly all over the State. There are 22 nos of General Degree Colleges, one NIT, one Technical College(TIT), 6 Diploma level Polytechnic Institutes, 5 Professional Colleges and 25 Public Libraries functioning under the Higher Education Department. All these institutions could provide emergency educational services for 24 hours in disaster.	1.Search and Rescue 2.Subsistence, Shelter, health, 3.Infrastructure and essential service, 4.Communication.	Following a major disaster, it is seen in other parts of the country and abroad that many agencies come forward with relief/treatment materials and often there is a chaos in the disaster site. Usually, District Administration does the coordination among the agencies to provide systemic services for relief and recovery support to the victims. The Departmental activities should be very much organized. The Higher Education Department will provide trained volunteers and additional manpower to the District Administration for relief operation, rehabilitation, reconstruction purposes and need based activities, where the students and the teachers can be deployed.	The first and foremost activities of Higher Education Department on the Disaster Management is to concentrate on the pre-disaster phase i.e in prevention, mitigation and preparedness training. Department would design an action plan for capacity building, training and students awareness activities among others.	Earthquake is a natural event and we cannot prevent or predict. But we can reduce the loss of both man and materials by proper preparedness and mitigation procedure.	1. Awareness Sensitization. 2. Organization of community team. 3. Skill building community team (selected)

7. Mapping of Resources :

Tripura has many educational institutions spread uniformly all over the State. There are 22 nos of General Degree Colleges, one NIT, one Technical College(TIT), 6 Diploma level Polytechnic Institutes, 5 Professional Colleges and 25 Public Libraries functioning under the Higher Education Department. All these institutions could provide emergency educational services for 24 hours in disaster.

Enclosures List of-

- a) Present educational infrastructure (Annexure-I)
- b) Number of educational institution Sub-Division wise.(Annexure-II)
- c) Map showing the location of the educational institutions.(Annexure-III)
- d) Educational manpower. (Annexure –IV)
- e) Institution wise educational service faculty and staff. (Annexure-V)

8. Pre-contracts :

So far no pre-contract is done in respect of procuring disaster relief items. However, these will be taken care of as per plan.

9. Prevention and Mitigation planning:

The first and foremost activities of Higher Education Department on the Disaster Management is to concentrate on the pre-disaster phase i.e in prevention, mitigation and preparedness training. Department would design an action plan for capacity building, training and students awareness activities among others.

Earthquake is a natural event and we cannot prevent or predict. But we can reduce the loss of both man and materials by proper preparedness and mitigation procedure.

Preparedness :

A) Community preparedness

- Awareness sensitization
- Organization of community team
- Skill building community team (selected)

B) Educational sector preparedness

- Training and capacity building of Officers, faculty members and ministerial staffs for disaster management,
- Formation of rapid response team in different levels,
- Logistic support to the victims by providing man power for rescue,
- Build up communication system (Mobile etc.),
- Proper monitoring,
- Arrange for temporary camp by occupying suitable building/tent/open places.

Educational preparedness

- Educational contingency plan,
- Disaster drill (Mock drill) - The Department will conduct the Mock drill based on Mock drill plan of the Department and Departmental Disaster Management Plan.
- Organization of Mock drill – The Department will take up the Mock drill at various level in different times, as convenient to the students.

- I. At Departmental level, at least twice Mock drill shall be organized in a year in the month of June & November.
- II. At College level, at least 4 times Mock drill shall be organized in a year in the month of January, April, July & November.

Alarming the common people by way of disseminating knowledge about the disaster management is one of the key activities to prevent the hazards and vulnerabilities. People can be sensitized on the following issues:-

- a) Establish Communication & Technology Network through NIC/IT labs available in the Colleges,
- b) Developing early warning Mechanisms,
- c) Building capacity & Expertise,
- d) Knowledge Management,
- e) Fund generation.

Disseminating knowledge among the common people regarding the hazards and vulnerabilities of disaster management, the following actions may be taken by the Colleges and Institutions in the 1st phase :

- I) Training for capacity building, vulnerability analysis of the Educational Institutions and Department,
- II) Preparation of Disaster Management plan at Institution level and their updation.
- III) Formation of QRT and their skill updation,
- IV) Conducting of Mock drill and sensitization programme,
- V) Inclusion of Disaster Management as special activities in NCC and NSS Training Camp,
- VI) Procurement of special equipment for QRT,
- VII) Arrangement of exposure visit for the faculty members of the Institution and the student,
- VIII) Budgetary allocation of fund for disaster management & purchase of equipments,
- IX) Taking mitigation activities – construction of building, retrofitting of vulnerable buildings,
- X) Updation of educational curriculum by incorporating Disaster Management as a subject in the Colleges.
- XI) Opening of Disaster Management cell tied up with NCC & NSS cell in the Colleges and other Institutions under Higher Education Department,
- XII) Co-ordination with the TDMA/DDMS & other line Departments.

10. Emergency Response planning :

The followings are the key activities during the impact phase.

- a) Search and Rescue
- b) Subsistence, Shelter, health,
- c) Infrastructure and essential service,
- d) Communication.

Post Disaster phase – Re-construction and Re-habitation

Key activities in Post- Disaster Phase

- a) Detailed Damage Assessment.
- b) Assistance to restore houses and dwelling units.
- c) Re-location (need based).
- d) Finalizing reconstruction & Re-habitation plan.

In the post Disaster phase, the Higher Education Department may extend necessary assistance by way of ensuring the following activities in the District, Sub-Division & HQ. level by utilizing manpower, resources, space, accommodation and equipments available in the institutions under the control of the Higher Education Deptt.:-

- I) Setting up of Relief Management mechanism,
- II) Providing Manpower for relief and re-habilitation,
- III) Organizing special camps in the specified affected areas,
- IV) Providing existing spaces i.e. buildings of Educational Institution for shelter, relief management and training programme etc.

The Planning exercise is an effort made to mainstream all issues concerned with emergency preparedness, response and mitigation or risk reduction activities. These include following components:

- 1) Planning for emergency response at all levels,
- 2) Planning for providing relief and recovery support (Post disaster),
- 3) Planning for prevention and mitigation issues,
- 4) Planning for resources such as financial and human resources to fulfill the above three components.

11. Planning on providing Relief and Recovery Support (Post disaster)

Following a major disaster, it is seen in other parts of the country and abroad that many agencies come forward with relief/treatment materials and often there is a chaos in the disaster site. Usually, District Administration does the coordination among the agencies to provide systemic services for relief and recovery support to the victims. The Departmental activities should be very much organized. The Higher Education Department will provide trained volunteers and additional manpower to the District Administration for relief operation, rehabilitation, reconstruction purposes and need based activities, where the students and the teachers can be deployed.

12. Planning for resources such as financial and human resources :

Budget proposal of Education (Higher) Deptt. for 2017-18 has already been submitted to Finance Deptt. However, a separate proposal may be sent to Finance Deptt. for additional allocation for mitigating disaster management plan of the Department, considering the following issues :-

- I. Taking vulnerability assessment of Colleges and Institutional buildings- 1(one) lakh,
- II. Providing fund for regular Training programme for the Teachers and students and awareness programme = 4 lakhs.
- III. Fund for procurement of equipments at least to the QRT of Blocks, Sub-Divisions and District HQ = 5 Lakhs.
- V. Exposure visit of teachers and students = 2 Lakhs.
- VI. Fund for opening of Disaster Management Cell at College and Directorate level = 10 Lakhs.

Total = 22 Lakhs.

The existing manpower of the Department will be utilized for disaster management with time-to-time training in batches

TRAINING PROGRAMME IN DETAIL

1. Training of the Master Trainers (State Resource persons),
2. Training of Joint Directors, Dy. Directors and Nodal Officers at Sub-Divisional level,
3. Training to the N.C.C. cadets, N.S.S. volunteers and educational staff,
4. Organizing sensitization programme among the student.

TRAINING OF THE TRAINERS

Team Leader, controlling officers may be sent out-side the State for training (short course = about 2/3 days) in disaster related educational services. They will act as resource persons of the State and they will conduct training of the other field officers, Nodal officers and other members of the QRT. Team leader of the following major disciplines may be considered for training:

1. DHE
2. Jt.DHEs
3. Dy.Directors/OSDs
4. Branch Officers: - Disaster Management.

They will lead the educational team of the institutions out-side during the disaster situation.

Name of institution for training (in side)

1. SIPARD, A.D.Nagar,
2. CTI, Gokulnagar.

The cost of training would be borne by the Department.

13. ROLES AND RESPONSIBILITIES OF THE NODAL OFFICERS ARE AS FOLLOWS:-

TRAINING OF EDUCATIONAL ADMINISTRATOR (FIELD LEVEL)

Principals/Nodal Officers of Disaster Management in Sub-Division level, N.C.C. cadets and N.S.S. volunteers.

Resource persons of the Education Department may act as trainers for the above noted officers. Resource persons of the other related Deptt's (Revenue, Fire Service, Public Health Engineering etc) of the State may be requested for providing necessary training on related subjects to those officers. It will be a very precise training course of about 3 days. The officers may be called for training in batches, comprising of 20 to 25 in number. It will be an ongoing process until all Nodal officers and members QRT of the State are trained. A powerful multi-disciplinary committee may be formed to formulate the training course.

(i) Expected expenditure for training of Resource persons, District and Sub- Divisional Nodal Officers.

- | | |
|---|---------------------------------|
| 1. Food (Lunch + Tea + snacks) = Rs.160 x 3 days x 200 nos. | = Rs. 96,000.00/- |
| 2. Training Hall charge = Rs. 4000 X 3 days X 8 batch | = Rs. 96,000.00/- |
| 4. Miscellaneous expd.=(transportation/communication etc) | = <u>Rs. 30,000.00/-</u> |
| Total Rs. 2,22,000.00/- | |

(ii) Training of Ministerial Staffs :-

Training of ministerial staff may be done at sub-Division level by the District Nodal Officer or Sub-Divisional Nodal Officers with the help of locally available resource persons. For 22 nos of Colleges in the Sub-Division level of Tripura will be approximately Rs. 4,50,000/- (Rupees four lakhs fifty thousand) = (Rs.20,000 X 22 degree college=Rs. 4.44 lakhs approximately Rs.4.5 lakhs)

(iii) TRAINING OF THE COMMUNITY VILLAGE EDUCATIONAL VOLUNTEERS

People of the local community actually first respond to rescue, first aid, referral and relief operation in any disaster situation. So, proper knowledge of first aid is very important to prevent secondary complications, deformity and disability Moreover, community plays a very important role in the overall management of disaster crisis. So, sensitization of the whole community regarding possible disaster and their role in those situation is very crucial. Members of the 3-tier panchayat system need to be involved in this training process.

During training of community villages, educational volunteers, Higher Education Department may provide Master Trainer of the Department. For participation in the Training organized in panchayat level, TA/DA would be given to the Master Trainers engaged from the Higher Education, as per the norms of the Government.

14. ROLES AND RESPONSIBILITY OF QRT :

PLANNING FOR EMERGENCY RESPONSE AT ALL LEVELS (Quick Response Team (Q R T))

There shall be one Q R T in each District and Sub-Divisional level. Principal of the Colleges shall be the nodal officers of the Sub-Divisions. Necessary instruction in this regard could be given after formation of QRT in District & Sub-Division level . The District and Sub-Division level nodal officers will take the necessary arrangement for early mobilization of QRT for necessary help during disaster. On reaching the spot, they will assess the overall situation and will inform the respective authority of District HQ/Capital.

I. Address and contact phone numbers should be available with the District and Sub-Divisional Nodal Officers. All members of the QRT should be well convergent with their duties on demand particularly during disaster situation.

Following a disaster, all educational institution will activate the contingency plan of the respective institution- (Guideline for making contingency disaster management plan of educational institution is enclosed and will be sent to each major educational institution for making the contingency disaster management plan of the respective Educational institution.

II. Necessary Training and skill building programme will be taken up with TDMA and other Training Institution for search and rescue, First aid and other Disaster Management techniques to be made for periodical arrangement of training preferably.

III. Necessary equipments to be provided to the QRTs.

Guideline for making contingency plan of Educational Institutions

- (1) Allocation of space,
- (2) Allocation of materials(First Aids Box etc.) for emergency management of disaster victim with respective institutions. Fresh supply of kits should be maintained in the first Aid,
- (3) Regular review of Q R T,
- (4) Regular (at least once yearly) mock drill,
- (5) Budgetary provision for contingency fund in each educational institution for disaster management.

The Department of Higher Education has designated the following Field Officers for providing Emergency Support Functions:-

Sl. No.	Controlling Officer	Phone Fax/Mobile No.
1	Dr. B. Palit, Director of Higher Education, Tripura.	(0)-038-232-4689
	Field Officers with Location	
2	Sri.Dhirendra DebBarma, Joint Director, Directorate of Higher Education, Tripura	0381-232- 3776.
3	Sri.Rajesh Bhattacharjee, Joint .Director, of Higher Education,	0381-232-6787
4	The Principal, Netaji Subhas Mahavidyalaya, Udaipur South Tripura.	03821-223554
5	The Principal, M.B.B.College, Agartala (W) Tripura	0381-2516728
6	The Principal, R.K.Mahavidyalaya, Kailashahar, North Tripura	03824-222210/223176
	Members	
7	Principal, M.B.B. College	0381-251-6728
8	Principal, B.B.M. College	0381-251-6437
9	Principal, Women's College, Agarala	0381-222-6020
10	Sri Pratipbrata Bhattacharjee, Archivist, Archives, State Museum	0381-232-6444
11	Principal (I/C), Govt. Music College, Agartala.	0381-291-3454
12	Head, Librarian, Birchandra State Central Library, Agartala.	0381-232-6645

Q R T will include following manpower

- 1) Principal of the Colleges
- 2) Faculty members- five.(3 male & 2 Female)
- 3) Ministerial Staff - two,
- 4) Group D Staff - two,
- 5) Driver with Vehicle, if available.

Department:- The Department may need additional man power to handle the situation effectively and should plan to mobilize human resource support in coordination with other line Departments or outside agencies/NGOs/communities.

Articles needed for first aid box (Disaster Management)

Sl.No	Name of the Article	Quantity
1	Sterile gauge pieces	10 Pkts
2	Sterile cotton	1 pound
3	Un-sterile cotton	1 pound
4	Bandage (2" & 4")	20 nos.
5	Normal Saline (plastic bottle)	2 bottles
6	5% Povidine Iodine solution (500 MI)	1 bottle
7	Rectified Spirit	1 pound
8	Leucoplast-4"	1 role
9	Straight Scissor (8)	1 No
10	Plaster of Paris (4" & 6")	10 Nos.

15. TESTING, REVIEW AND UPDATING OF THE DEPARTMENTAL PLAN :

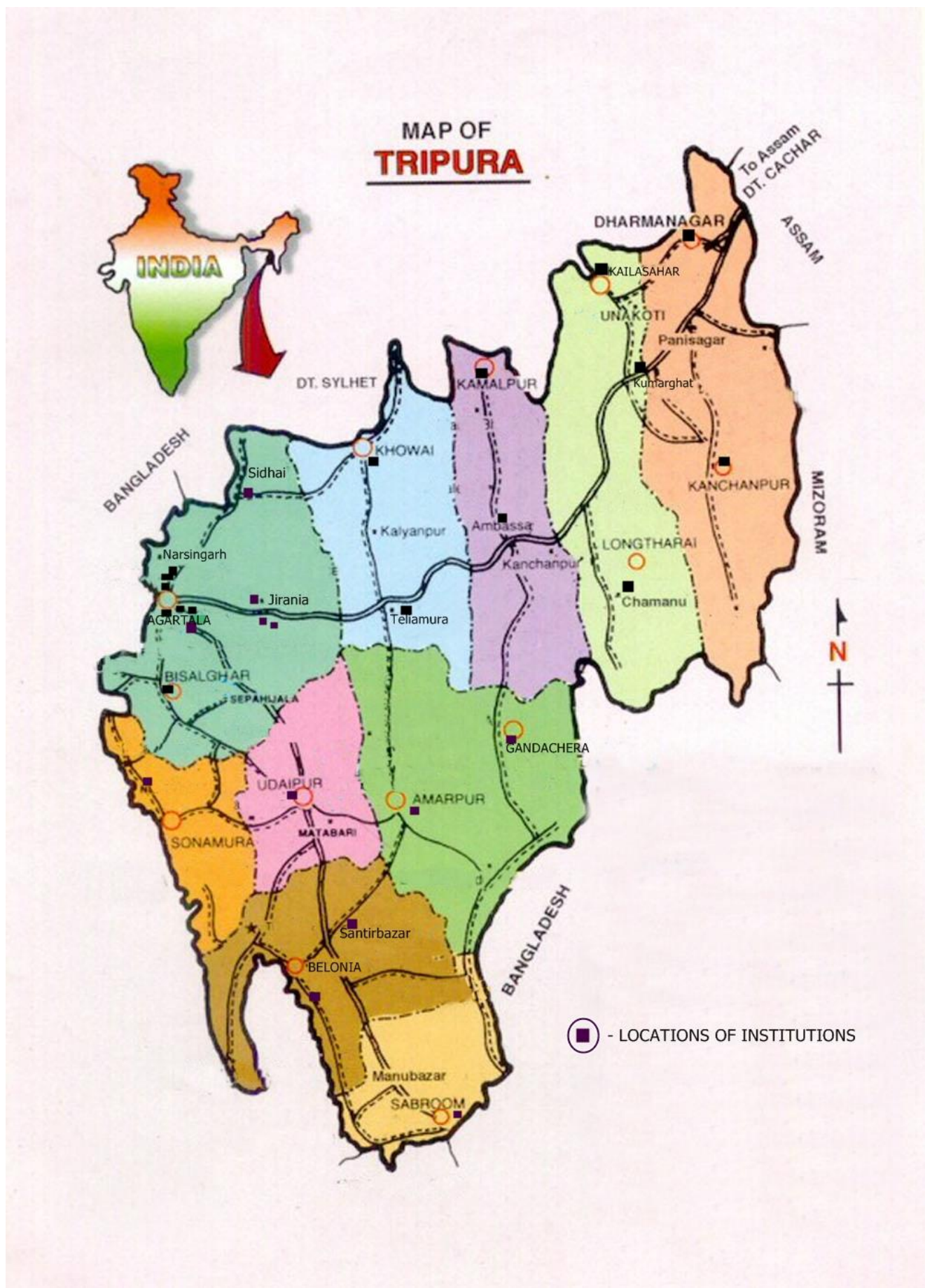
The Nodal Officers of the Higher Education Department is the responsible officer for updation of Departmental Disaster Management plan. The plan shall be updated every year in the month of April. Time to time information about changing of the plan will be intimated to all concerned in due course of time with intimation to TDMA.

PRESENT EDUCATIONAL INFRASTRUCTURE

Sl.No.	Category of Educational Institution	No. of Institution
1	Directorate of Higher Education	1
2	Birchandra 'State Central Library	1
3	District Library	4
4	Sub-Division Level Library	10
5	Block level Library	07
6	Rural Library	02
7	General Govt. Degree College	22
8	Technical Degree College (TIT)	1
9	Women's Polytechnic (Diploma)	1
10	N.I.T., Agartala	1
11	Professional Colleges	4
12	Govt. Museum	1
13.	State Archives	1
14	N.C.C. Unit office	3

**NUMBER OF EDUCATIONAL INSTITUTIONS DISTRICT –WISE
AND SUB-DIVISION WISE**

Sub-Division	General Degree College	Technical College	Professional College
Sadar	4	2	4
Jirania	1	1	--
Bishalgarh	1	1	-
Sonamura	1	--	-
Khowai	2	-	-
Sub-Total	9	4	4
Kailashahar	2	--	--
Dharmanagar	1	--	--
Sub-Total	3	--	--
Udaipur	1	--	--
Belonia	1	--	--
Sabroom	1	--	--
Amarpur	1	--	--
Sub-Total	4	--	--
Kamalpur	1	--	--
Ambassa	--	1	--
Gandacharra	1	--	-
Sub-Total	1	--	--
Grand Total	18	5	4



Educational Manpower in the State (2017):-

SI No	Category of Post	Man in Position
1	Director	01
2	Joint Directors	02
3	Deputy Directors	03 (On deputation-one)
4	D.D.O./ Statistics Officer	01
5	Archivist	01
6	Ministerial Staff	444
7	Group-D Staff	537
8	Driver	04
	Colleges	
9	Principals/ Principal-in-charge	33
10	Assistant Professor/Lecturer/PGT	822
	Public Library	
11	Head Librarians	04
12	Sr. Librarians	08
13	Librarians	47
14	Sorter	47
	Govt. Museum	
15	Curator	01
16	Head Technical Assistant	01
17	Guide Lecturer	01
18	Interpreter	01
	3. N.C.C. Units	
19	C.O.	02
20	Chowkider	02
21	Safaiwala	01
22	Laskar	06

Government of Tripura.
Department of Higher Education

Subject: **EMERGENCY SUPPORT FUNCTIONS (ESF) PLAN 2017**
Emergency Support Functions (ESF)-

1. The Department of Higher Education (Name of your Department) will provide emergency support to the Department of Revenue(Disaster Management Cell) in the event of natural or man-made disasters in regard to the following:
- 2.

A	Earthquakes
B	Flood & water logging, dam bursts
C	Erosion
D	Landslides
E	Cyclones, cloud burst, lightning & hailstorms
F	Drought
G	Forest fire
H	Human animal epidemics/food poisoning
I	Major fire incidents/electric accidents
J	Boat/Road/Train/Air accidents/Building collapse
K	Industrial accidents
L	Ethnic & terrorist violence
M	Chemical disasters, oil spills, nuclear
N	Festival related disasters.
O	Other disasters

Nodal Officers

3. The details of Nodal Officers and the Alternate Nodal Officers from your Department (First & Second contact persons with contact details) for the purpose of coordinating Emergency Support Functions with Department of Revenue (Disaster Management Cell) are as under:-

Nodal Officer

Name/Designation Office address/Residential address	Phones with STD code & e-mail
Dr. B. Palit, Director of Higher Education, Shiksha Bhavan , Office lane, P.O. Agartala, Tripura West.	(O) (0381)232-4689
	(R) (0381)238-6813
	(Fax) (0381) 232-6503
	(Mobile) 9436581539
	(e-mail) jd_dhe@yahoo.in

Alternate Nodal Officer

Name Designation/Office address/Residential address	Phones with STD code & e-mail
Shri Rajesh Bhattacharjee, Joint Director of Higher Education, Shiksha Bhavan, Office lane, P.O. Agartala, Tripura West.	(O) (0381) 232-6787
	(R) (0381)-2326240
	(Fax)
	(Mobile) 9436450731
	(e-mail) b_rajesh71@yahoo.co.in

Quick Response Team (QRT) at the HQs-

1. The Department has set up the Quick Response team (QRT) at the HQs(State level) for emergency response(in the event of a disaster) and the details of the team the task assigned are given in the attached Form No.ESF-02.
2. The Department has designated the following Field Offices for providing Emergency Support Functions:-

Field Offices-

Sl. No	Location	Postal Address	Phone/Fax
1	GDC Dharmanagar,	Dr. S. Rakshit, Principal P.O. Dharmanagar,	03822-220387
2	GDC, Kanchanpur	Sri. P. Malakar, Principal P.O. Kanchanpur, North Tripura	8119851840
3	R.K Mahavidyalaya, Kailashahar	Sri T. Dasgupta, Principal P.O.Kailashahar, Unakoti District	03824-222210
4	Ambedkar College, Fatikroy	Dr. S. Sarma, Principal P.O. Kumarghat, Unakoti Dist.	03824-261916
5	GDC, Kamalpur	Dr. C. Bhattacharjee, Principal P.O. Kamalpur, Dhalai Dist.	03826-262215
6	Dhalai District Polytechnic, Ambassa	Sri A. Bhattacharjee P.O. Ambassa, Dhalai Dist.	03826-223377
7	GDC, L.T. Valley	Sri M. Darlong, Principal P.O. Mainama, Manu, Dhalai Dist.	(M) 9612244221
8	A.M.B.S. Mahavidyalaya, Amarpur	Dr. P. Kr. Deepak, Principal Kawamara, P.O. Amarpur, Gomati	03821-263217
9	SV Mahavidyalaya, Mohanpur	Sri N. Bhadra, Principal P.O. Mohanpur, Tripura (W)	0381-290-7200
10	MBB College, Agartala	Dr. D. Sarkar, Principal P.O. Agartala College, Tripura (W)	0381-251-6728
11	GDC Khumulwng	Dr. D. Chakraborty, Principal P.O. Khumulwng, Jirania, Tripura (W)	0381-253-0127
12	R. N Thakur Mahavidyalaya, Bishalgarh	Dr. A. Kr. Pan, Principal P.O. Bishalgarh, Sepahijala Dist.	9436465737
13	N.S. Mahavidyalaya, Udaipur	Dr. S. Roy, Principal P.O. Udaipur, Gomati Dist.	03821-223554
14	GDC, Santirbazar	Sri H. Saha, Principal P.O. Santirbazar, South Tripura Dist.	03823-202752
15	I.C.V. College, Belonia	Sri J. Roy Barman, Principal P.O. Belonia, South Tripura	03823-222262
16	M.M.D. College, Sabroom	Dr. T. Mog, Principal P.O. Sabroom, South Tripura	03823-270227
17	GDC, Gandacherra	Sri S Majumder, Principal P.O. Gandacherra, Dhalai Dist.	8794951516
18	K.N. Mahavidyalaya, Sonamura	Dr. B. K. Roy, Principal P.O, Sonamura, Sepahijal Dist.	0381-2750219
19	D.D.M. College, Khowai	Dr. S. Bhattacharjee, Principal P.O. Khowai, Khowai Dist.	03825-222270
20	GDC, Teliamura	Sri. K Roy, Principal P.O. Teliamura, Khowai Dist.	03825-262111

The details of the Designated Officers in the above field offices who will be coordinating the emergency support functions are given in the attached Form No.EST-04

Quick Response Teams (QRTs) at the Field Level-

The Department of Higher Education (your Department) has set up the Quick Response Teams (QRTs) at the field levels for emergency response in the event of a disaster) and the attached of the Teams and the tasks assigned are given(by you) in the attached Form No.ESF-03.

Revenue Inventory

The Department will be in a position to make available the following type of equipment/material manpower and services:-

Material/Description	1. Vehicles (Office) 2. College Buildings in case of emergency 3. Furniture's of Colleges in case of emergency
Equipment/Description	1. Nil
Manpower	1. Employees under the Department in case of emergency 2. College students including NCC & NSS Volunteers.
Services	1. Services to be provided by NCC Cadets of Colleges and NSS Units of Colleges.

1. The details of the above resources are given in the attached Form No.ESF-05.
2. It is certified that the aforesaid resources (manpower, service, material and equipment) are considered adequate for accomplishing the Emergency Support Functions (in the event of a disaster) assigned to this Higher Education Department.
3. It is certified that in addition to above resources this(your) Department has entered in to pre-contracts for supply of resources are given in the attached Form No.ESF-06.
4. This Department has issued authorization vide Order NoF.2(343-2)DHE/GTCA/2016

As at Form No.ESF-07 in favour of the nodal officers and the designated officer to deploy the resources in the event of disasters and in accordance with the request received from the Department of Revenue(Disaster Management Cell)

5. The Emergency support Functions (ESF) Plan has been last updated on 24-08-2017.
(when required subsequently)(dd/mm/yy).

Authorized signatory
(Departmental Head)
Name:- **Dr. B. Palit.**
Designation:- Director, Higher Education

Government of Tripura
Department of Higher Education

Quick Response Team (QRT) at the HQs.

Name/Designation/Office address/Residential address	Phones with STD code & E-Mail ID
Team Leader- Shri Dhirendra Debbarma, Joint Director, Directorate of Higher Education, Shiksha Bhavan, Office Lane P.O. Agartala, Tripura	(O) 0381-232-3776
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Alternate Team Leader Shri Rupanjali Debbarma, OSD (T), Directorate of Higher Education, Shiksha Bhavan , Office Lane, P.O. Agartala, Tripura West-799001	(O) 0381-231-4402
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Member -7 Head Librarian, Birchandra State Central Library, Old Secretariat Building, Agartala, P.O.- Agartala, West Tripura -799001	(O) 0381-2326645
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The tasks assigned are(i.e. emergency functions required to be performed in the event of a disaster as per requirements of your department which may kindly be listed)

Government of Tripura
Department of Higher Education (Name of your Department)

Quick Response Teams (QRTs) at the Field Level-

Field Office(separate for each field office as mentioned earlier **at item 4** and number as **ESF03.1, ESF03.2** so on) (**One such format for each location above**)

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Member -4 Sri Babul Sarma, PGT	(O)
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Member -5	(O)
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The tasks assigned are(i.e. emergency functions required to be performed in the event of a disaster as per requirements of your department which may kindly be listed).

Government of Tripura
Department of Higher Education

List of Designated Officers of Field/Regional Offices (Your subordinate officers at Zonal Regional and district level offices)

Sl. No.	Field Office Address	Name/Designation/Residential Address	Phone with STD code E-mail
1	GDC Dharmanagar,	Dr. Sambhunath Rakshit, Principal, GDC Dharmanagar, Hurua, P.O. Dharmanagar, North Tripura	03822-22220387 9436504280
2	GDC, Kanchanpur	Shri Pramod Malakar, Principal, GDC, Kanchanpur P.O. Kanchanpur, North Tripura	8119851840
3	R.K Mahavidyalaya, Kailashahar	Sri Tapas das Gupta, Principal, R.K Mahavidyalaya, Kailashahar P.O.Kailashahar, Unakoti District	03824-222210 9436453888
4	B.R.Ambedkar College, Fatikroy	Dr. S. Sharma, Principal, Ambedkar College, Fatikroy P.O. Kumarghat, Unakoti Dist.	03824-261916 9436583691
5	GDC, Kamalpur	Dr. Chhanda Bhattacharjee, Principal, GDC, Kamalpur P.O. Kamalpur, Dhalai Dist.	03826-262215 9436125127
6	Dhalai District Polytechnic, Ambassa	Shri A. Bhattacharjee, Principal, Dhalai District Polytechnic P.O. Ambassa, Dhalai Dist.	03826-223377 9862034589
7	GDC, L.T. Valley	Shri Malswma Darlong, Principal, GDC, L.T. Valley P.O. Mainama, Manu, Dhalai Dist.	9612244221
8	A.M.B.S. Mahavidyalaya, Amarpur	Dr. Pradeep Kr. Deepak, Principal, A.M.B.S. Mahavidyalaya, Kawamara, P.O. Amarpur, Gomati Dist.	03821-263217 9862162424
9	SV Mahavidyalaya, Mohanpur	Shri Nirmal Bhadra, Principal, S. V. Mahavidyalaya P.O. Mohanpur, West Tripura Dist.	290-7200 9862973971

10	MBB College, Agartala	Shri Dilip Sarkar, Principal, MBB College, Agartala P.O. Agartala College, West Tripura Dist.	251-6728 9436452819
11	GDC Khumulwng	Dr. Diankar Chakraborty, Principal, GDC Khumulwng P.O. Khumulwng, Jirania, West Tripura Dist.	253-0127 9436169349
12	R. N. Thakur Mahavidyalaya, Bishalgarh	Dr. Amiya Kr. Pan, Principal, R. N Thakur Mahavidyalaya P.O. Bishalgarh, Sepahijala Dist.	9436465737
13	N.S. Mahavidyalaya, Udaipur	Dr. Sanjoy Roy, Principal, N.S. Mahavidyalaya, P.O. Udaipur, Gomati Dist.	03821-223554
14	GDC, Santirbazar	Sri Haradhan Saha, Principal, GDC, Santirbazar P.O. Santirbazar, South Trupura Dist.	03823-202752 9436132529
15	I.C.V. College, Belonia	Sri Jatanta Roy Barman, Principal, I.C.V. College, Belonia P.O. Belonia, South Tripura	03823-222262 9436502286
16	M.M.D. College, Sabroom	Dr. T. Mog, Principal, M.M.D. College, Sabroom P.O. Sabroom, South Tripura	03823-270227 9612727388
17	GDC, Gandacherra	Shri Subrata Majumder, Principal, GDC, Gandacherra P.O. Gandacherra, Dhalai Dist.	8794951516
18	K.N. Mahavidyalaya, Sonamura	Dr. B.K. Ray, Principal, K.N. Mahavidyalaya, Sonamura P.O, Sonamura, Sepahijal Dist.	2750211 / 2750430 9436130718
19	D.D.M. College, Khowai	Dr. Sankar Bhattacharjee, Principal, D.D.M. College, Khowai Lalcherra, P.O. Khowai, Khowai Dist.	03825-222270 9436454201
20	GDC, Teliamura	Shri Kishore Roy, Principal, GDC, Teliamura, Khasiamangal, P.O. Teliamura, Khowai Dist.	03825-262111 9436183408

Government of Tripura
Department of Higher Education

Resource Inventory:-

Sl. No	Men/Material/Equipment/Services Description/Specification.	Qty. in Nos.	Qty. in Wt./Vol.	Availability Location.
1.	Manpower	45000(approx) students in GDCs and other colleges.		Different Colleges as per above.
		Teachers-1500 (approx) in Colleges.		Do
		Other employees in the Deptt._ 300(approx)		Directorate and Colleges as indicated above.
2.	Services	Volunteer engagement from students.		
3.	Material	Nil		
4.	Equipment	Nil		

Government of Tripura
Department of Higher Education

Resource Inventory- Pre-contract

Sl. No	Men/Material/Equipment/Services Description/Specification.	Qty. in Nos.	Qty. in Wt./Vol.	Pre-Contract Location	Pre-Contract Valid up to
1.	Manpower	<div>45000(approx) students in GDCs and other colleges.</div> <div>Teachers- 1500 (approx) in Colleges.</div> <div>Other employees in the Deptt._ 300(approx)</div>			
2.	Services	Volunteer engagement from students.			
	Vehicles (Office)	5			
	College Buildings in case of emergency	35			
3.	Material				
	Furniture of Colleges in case of emergency. Joint benches/tables of classroom.				
4.	Equipment	Nil			