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General Branch

शिक्षा निदेशालय उच्चतर शिक्षा

EDN-H(21) B(15) 10/2010-DM-Vol.-V
Directorate of Higher Education
Himachal Pradesh

06 JUL 2020

Dated Shimla-171001: the July 2020

From: The Director of Higher Education
Himachal Pradesh

To: All the Deputy Directors of Higher Education,
in Himachal Pradesh.

Subject:- Implementation of Effective Measures for Mitigating the Effects of
Urban Flooding.

Memo,
Enclosed please find herewith a photocopy of letter No. Rev. (DMC)(F)-
4-2/2019, dated 20th June 2020, received from the Principal Secretary (Rev-DM) to the
Government of Himachal Pradesh Shimla-2 regarding the subject cited above.

In this regard you are directed to go through the enclosed Standard
Operating Procedures and implement the same for mitigating the effects of Urban Flooding
in all the educational institutions under your control. You are further directed to prepare point
wise action Plan with respect to your District and submit the same to this office within a week
positively so that it could be further submitted to the Government accordingly.

Please Treat it as Time Bound and Urgent Matter

Encl: As above- 6 Pages

(Dr. Amarjeet K. Sharma)
Director of Higher Education
Himachal Pradesh

Enclst. Even- Dated Shimla-171001 the July 2020

Copy for information to:-

- 1 The Principal Secretary (Rev-DM) to the Government. of Himachal Pradesh Shimla-171002.
- 2 The Secretary Education to the Government of Himachal Pradesh Shimla-171002.
- 3 The Principals Govt. Degree/ P.G./Sanskrit Colleges in Himachal Pradesh for similar action.
- 4 The Incharge I.T.Cell, Directorate of Higher Education to upload this letter in website.
- 5 Guard File

Director of Higher Education
Himachal Pradesh.

No. Rev (DMC) (F) -4-2/2019
Department of Revenue (DM Cell)
Government of Himachal Pradesh.

25 JUN 2020

From

The Principal Secretary (Rev-DM) to the
Government of Himachal Pradesh, Shimla-2

To

1. The Director General of Police, HP, Shimla -171002.
2. The Director General, HG & Civil Defense, HP, Shimla -1.
3. The Engineer-in-Chief, PWD, Nirman Bhawan, Shimla-2
4. The Engineer-in-Chief, IPH, US Club, Shimla-2.
5. The Director of Urban Development, Shimla-1
6. The Director, Health & Family Welfare,
7. The Director, Food & Civil Supplies, HP., SDA Complex,
Shimla - 171 009.
8. The Director Higher Education, Lalani, Shimla-1
9. The Director Elementary Education, Lalani, Shimla-1
10. The MD, HPSEBL, Vidyut Bhawan Shimla-4
11. The MD, HRTC Head Office, Shimla-3
12. All the Deputy Commissioners-cum-Chairpersons, DDMA (All
District in the Himachal Pradesh)
13. The Chief General Manager, BSNL, SDA Complex, Shimla-9
14. The Director, India Meteorology Department, Shimla -1

Dated Shimla-2, the 20th June, 2020

Subject: Implementation of effective measures for mitigating the effects of urban flooding.

Sir,

I am directed to refer to the subject cited above and to enclose herewith a copy of D O No K-14011/08/2019-UD-II dated 05.06.2020 received from the Ministry of Housing & Urban Affair, Government of India and to say that increasing trend of flooding in urban areas is a universal phenomenon and poses a great challenge to urban planners. It can result in damage to property, relocation of people, loss of life, damage to civil amenities, public and private property, disruptions in transport and power supply which can bring life to a grinding halt. It also results in deterioration of water quality and secondary effects of possible epidemics and exposure to infection takes further toll in terms of loss of livelihood, human suffering, and in extreme cases, also loss of life.

In view of above, to facilitate easy reference to the stakeholders, some of the major recommendations are consolidated by the Ministry of Urban Development, Government of India and have been released the **Urban Flooding**

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27/6/20

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Su. G. J. J. J. J.
27/6/20

Standard Operating Procedure (SOP). These SOPs are statutory in nature hence mandatory. The SOPs will help develop measures and strategies for assessment, forecast, preparedness and mitigation through coordinated efforts with multiple agencies and undertake reconstruction to build disaster-resilient infrastructure in the State.

A table containing roles and responsibilities of different stakeholder is enclosed for your reference. For more details, you may download soft copy from the Ministry of Housing and Urban Affairs website on the following URL: <https://mohua.gov.in/upload/uploadfiles/files/SOP%20Urban%20flooding%20May%202017.pdf>

You are therefore, requested to go through these SOPs and prepare point-wise action plan and implement the same for Prevention and Management of urban flooding with respect ^{to} your Department/Organization and share action taken to this department at the earliest, please.

Yours faithfully,

(D.C. Rana)

Director-Special Secretary (Rev-DM) to the Government of Himachal Pradesh.

Enst. No: As above

Dated, Shimla-2 the 20th June, 2020

Copy forwarded to

1. The Secretary, Ministry of Housing & Urban Affair, Nirman Bhawan, New Delhi-110011 w.r.t D O No K-14011/08/2019-UD-II dated 05.06.2020.
2. The ~~AS~~ (Home/Health/ Food Civil Supplies & Consumer Affairs/ MPP & Power) to the Government of Himachal Pradesh, Shimla-2 for information.
3. The Pr. Secretary (PWD/Education/Transport) to the Government of Himachal Pradesh, Shimla-2 for information.
4. The Secretary (I&PH/Urban Development/) to the Government of Himachal Pradesh, Shimla-2 for information.

(D.C. Rana)

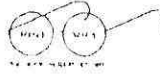
Director-Special Secretary (Rev-DM) to the Government of Himachal Pradesh.

5564/779

10/06/2020

दुर्गा शंकर मिश्र

सचिव

Durga Shanker Mishra
Secretary

भारत सरकार

आवासन और शहरी कार्य मंत्रालय
निर्माण भवन नई दिल्ली-110011Government of India
Ministry of Housing and Urban Affairs
Nirman Bhawan, New Delhi-110011

D.O.No. K-14011/08/2019-UD-II

June 05, 2020

Dear Chief Secretary,

55038862

8/6/20

In view of the approaching monsoon season and the reported loss of life and property due to the two recent cyclones in the eastern and western parts of our country, timely implementation of effective measures for mitigating the effects of urban flooding is essential. In this regard, I would like to draw your attention to the Standard Operating Procedure (SOP) on Management of Urban Flooding brought out by my Ministry in 2017. The SOP is available on Ministry's website at http://mohua.gov.in/upload/uploadfiles/files/SOP%20Urban%20flooding_5%20May%202017.pdf. My earlier letters of even number dated 04.06.2019 and 30.06.2018 may also be referred.

2. The SOP lays down the responsibilities of various agencies of the State and the Central Government and lists out the measures to be taken to mitigate the adverse impacts of urban flooding and ensure quick recovery to normalcy. These include the steps to be taken before, during and after the flooding. I am sure that you would have ensured that all the ULBs and other relevant agencies in your State have adapted it in the local context.

3. Further, I would like to draw your attention to this Ministry's D.O. of even number dated 20.04.2020 (copy enclosed) to the States/ UTs wherein it was advised to take up labour intensive anti-flood measures using the Finance Commission grants as there is an urgent need to provide livelihoods to the migrant labour.

4. I shall be grateful, if you could kindly reiterate the instructions to the ULBs and other relevant agencies in your State / UT to review the implementation of the SOP for Management of Urban Flooding. These need to be positively completed before onset of monsoon in order to obviate the occurrence of the urban floods.

Regards,

Yours Sincerely,

(Durga Shanker Mishra)

Encl: As above

All Chief Secretaries of States / UTs.

6.520
Secy (UD)
B. S. (Lw)
SSC Rev. DMS
8/6/2020
09-06-20
DMS

Enclosures

Forwarded to Secy (U)

SANJAY KUMAR, IAS
Joint Secretary
Urban Development & Local Self Government
GOVERNMENT OF INDIA
MINISTRY OF HOUSING AND URBAN AFFAIRS



संजय कुमार, आई ए एस
संयुक्त सचिव
शहरी विकास एवं स्थानीय स्वशासन
भारत सरकार
आवासन और शहरी कार्य मंत्रालय

D.O. No. K-14011/08/2018-UD-II

Dated : 20th April, 2020

Dear Madam / Sir,

The nationwide lockdown clamped to check the spread of COVID-19 has adversely impacted the livelihoods' opportunities of the urban poor working in the informal sector as well as the migrant poor stranded in the camps across the ULBs. There is an urgent need to provide them with immediate wages through various labour intensive activities.

06.08.20
Sanjay (JP)

2. One such opportunity could be execution of labour intensive anti-flood works like desilting and repair of storm water drains, creation and maintenance of rain harvesting structures, deepening and desilting of lakes, increase in green cover etc. before the onset of the ensuing South-West monsoon. This will not only provide employment and wages to the urban poor but also help ULB in tackling the instances of heavy downpour, urban flooding etc. (A copy of such guideline issued by the Government of Odisha is enclosed for your ready reference).

3. Government of India has released nearly Rs 13,510 Cr in March 2020 towards the 14th FC Basic Grant. This amount may be used for these activities in addition to the State Finance Commission Grants. The Ministry has taken up the matter with Ministry of Finance for early release of the first installment of the 15th FC also.

4. I, therefore, request you to consider taking up labour intensive anti-flood measures in your State/UT duly following the Standard Operating Procedure (SOP) on Management of Urban Flooding, available on the website of the Ministry at http://mohua.gov.in/upload/uploadfiles/files/SOP%20Urban%20flooding_%20May%202017.pdf while taking up activities in this regard.

5. I urge you to accord **Top Priority** to this matter.

With regards,

Enclosure : As above

To
The Principal Secretary/Secretary,
(Municipal Administration/
Urban Development Department)
of all States/UTs

Yours sincerely,

(Sanjay Kumar)

Urban Flooding Standard Operation Procedure

Urban Local Body

	Phase	Activities
I	Preparedness Phase	<ul style="list-style-type: none"> i. Setting up of EOC and CCR with Ham Radio or other relevant technology ii. Issue directions to repair/restore/maintain roads, drains, trees (prune), etc. iii. Prepare city Disaster Management Plan, with ward level DM actions iv. Define triggers for issuing of alerts and warnings – rainfall / special event, etc. v. Update data on flooding spots and landslide prone area vi. Conduct coordination meetings with MTNL/BSNL, Mobile companies, NGO's etc. vii. Undertake TNA & capacity building measures for staff & personnel viii. Conduct Mock Drills ix. Maintain stock of potable water, food packets, insecticide, etc.
II	Early Warning Phase	<ul style="list-style-type: none"> i. Communicate with EOC for issuing alerts to the Crisis Control Room ii. Mobilize staff and reserve equipment for field deployment iii. Maintain inventory of refuge areas and temporary shelters iv. Send out alerts and warnings to Citizens (refer detailed chart) v. Prepare passes/ stickers for vehicles and personnel on duty vi. Monitor flood and landslide prone areas using sensors/ consolidating citizen response/ crowd-sourcing/ physical inspection
III	Response Phase	<ul style="list-style-type: none"> i. Activate emergency alarms and systems ii. Issue public information and advisories iii. Transport/shift/ evacuate stranded/affected persons and deploy Rescue teams iv. Ensure connectivity, clear uprooted trees, dispose of corpses v. Organize temporary shelters with food and water supply vi. Issue passes/identification stickers for vehicles and personnel on duty vii. Coordinate the activities of NGOs and other private entities engaged in relief work viii. Coordinate with CCR and if required with other agencies like for school children, transport, traffic, dewatering pump operators, stand-by boats, etc. ix. Coordinate the activities of NGOs and other private entities engaged in relief work
IV	Relief Phase	<ul style="list-style-type: none"> i. Setup Relief Camps and temporary rescue zones ii. Provide relief material including food, water and other consumables iii. Co-ordinate relief material from various relief supplies iv. Disseminate information for public on relevant platforms/ media
V	Restoration Stage	<ul style="list-style-type: none"> i. Implement Rehabilitation of affected with minimum basic services ii. Restore emergency equipment's and stocks iii. Closure of relief camps with handover of land and equipment iv. Disseminate information for public on relevant platforms/ media

BSNL& other telecommunication Provider

	Phase	Activities
I	Preparedness Phase	i. Prepare flood preparedness plan with information on earlier flood level. ii. Identify the high/medium risk telecommunication transmission towers. iii. Regular checking and maintenance of telecommunication towers and networks. iv. Link EOC and other control rooms with necessary communication devices like ham radio, hotlines, VHF, etc. v. Ensure availability of mobile communication devices vi. Training for department staff about handling the flood situation.
II	Early Warning Phase	i. Ensure the availability of Equipment and Spares Inventory with the field staff. ii. Ensure power backup for cell phones and telephone exchange.
III	Response Phase	i. Deploy portable communicable system in the vulnerable flood site. ii. Establish a temporary communication facility for use by various authorities /department/ agencies involved in Emergency Response tasks. iii. Manage sudden rush of communication traffic. iv. Set-up Emergency Hotlines, Helpline and service integration (Ambulance /Police/Fire) process.
IV	Relief Phase	i. Inspect and repair normalization of communication in flood affected areas. ii. Establish a temporary communication facility for use by the public.
V	Restoration Stage	i. Restore all telephone lines and telecommunication towers. ii. Prepare Action Taken Report for all wards and zones an update the information about telecommunication infrastructure and inventory log and share the report with Municipal Corporation and EOC.

Higher/Elementary-Education Department

	Phase	Activities
I	Preparedness Phase ✓	i. Identify Schools/ Institutions located in the high raised area with enough capacity to be used for temporary relief centre during floods. ii. Training of teachers and Students basic first-aid, and rescue methods. iii. Prepare List of vulnerable schools in low lying areas/ in water catchments, etc. iv. Prepare List of Zonal Schools where 24 hours' staff is available v. Organize education programs to raise awareness about action during flood.
II	Early Warning Phase ✓	i. Alert relief shelter schools for readiness. ii. Coordinate with EOC for identification of potential "Relief Shelter" and necessary mobilization. iii. Information maps, escape routes, precautions to be taken, emergency communication details and contact of the nodal officer suitable displayed in the School/Institution display board.
III	Response Phase ✓	i. Students of low lying area schools will be shifted to shelters ii. Intimate the action from time to time to EOC/ all line departments by action taken report through nodal officer.
IV	Relief Phase ✓	i. Coordinate with EOC for updates and information dissemination, provision of supplies, etc.
V	Restoration Stage ✓	i. Detailed damage assessment and repair of education infrastructure. ii. Prepare all Action Taken report through Nodal Officer to EOC/ Education Department.

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