

State level Training Programme Incident Response System: Basic & Intermediate

15th - 17th May, 2024



Organized by:

Assam State Disaster Management Authority
Ancillary Block, Janata Bhawan
Dispur, Guwahati, Assam -781006
<https://asdma.assam.gov.in/>

in collaboration with

National Institute of Disaster Management
Ministry of Home Affairs, Govt. of India,
Plot No. 15, Block B, Pocket 3, Sector 29, Rohini, Delhi-110042
<https://nidm.gov.in>

Introduction and Background

On the 15th-17th of May 2024, the Assam State Disaster Management Authority (ASDMA) collaborated with the National Institute of Disaster Management (NIDM) to host an extensive Training Programme focusing on Incident Response System (IRS): Basic & Intermediate. This program aimed to bolster district authorities' capabilities in establishing efficient disaster response systems and prepare officials to facilitate IRS training within the state of Assam. The event occurred at the Assam Administrative Staff College (AASC) in Khanapara, Guwahati, Assam.

The primary emphasis of the training program was to provide district and sub-district officials of the District Disaster Management Authorities, including district project officers, field officers, and nodal officers of ASDMA, with the essential expertise to lead IRS Basic training. The need for a standardized incident management system arose due to the complexity of managing incidents involving multiple agencies and functions. This system is intended for use by all emergency response disciplines. Several factors influencing the necessity of such a standardized system in emergency management include incidents spanning multiple jurisdictions, language and cultural differences, resource shortages necessitating greater use of mutual aid, accountability requirements, and increased risk of loss of life and property from both natural and human-induced disasters



Figure 1: Shri Gyanendra Dev Tripathi, IAS, CEO, ASDMA delivering welcome address and key note about the programme

About Assam State Disaster Management Authority (ASDMA)

The Assam State Disaster Management Authority was notified in the year 2007 with the adoption of the Disaster Management Act in the year 2006. Honorable Chief Minister, Assam is its Chairperson and Hon'ble Minister Revenue and Disaster Management is its Vice Chairperson. To execute the mandate of the Authority the State Executive Committee with the Chief Secretary, Assam as its Chairperson has also been notified as per provision of the Disaster Management Act. The ASDMA Secretariat with officers, consultants and employees, for carrying out the functions of the State Authority, became fully functional in the year 2010. ASDMA has also notified the District Disaster Management Authority in all the 33 districts of Assam and placed officers for carrying out disaster management activities at the district.

About National Institute of Disaster Management (NIDM)

The National Institute of Disaster Management (NIDM), Ministry of Home Affairs (Government of India) is a center of excellence and learning in the field of disaster management. It is a premier resource institution for human resource development, training, capacity building, applied research, implementation and dissemination of information and knowledge for holistic disaster management. The institute works towards the effective application of disaster risk mitigation and management in India as well as in the region by providing technical assistance for capacity building and developing disaster management systems and institutional frame work in the sector.

What is Incident Response System?

The establishment of a unified standard system for incident management is necessitated by the intricate nature of incident management, as well as the requirement for the participation of multiple agencies and multifunctional teams. This system is intended to be accessible for use by all emergency response disciplines. Various factors influence emergency management and play a role in the development of such a standardized system. These factors include:

- Incidents spanning multiple jurisdictions, which require coordination and collaboration among different governing bodies
- Language and cultural differences, which can pose communication and understanding challenges during emergency response
- Shortages of resources, leading to a heightened need for mutual aid and resource sharing among emergency response teams
- The need for accountability, which necessitates the establishment and adherence to a standard incident management system
- Increased risks to life and property caused by both natural disasters and human-made incidents

The IRS broadly refers to such a management system, which can be used for any type of incident irrespective of its nature, size and magnitude. The system provides scope to organize various

functions, tasks and staffs within the overall response process while emphasizing greater coordination and communication among different organizations involved. In-fact IRS, as a management system, draws its strengths from its applicability to different kind of incidents/disasters of varying scales. Through Incident Response System (IRS), the main intention is to transform the confusion during the early stage of an emergency situation into a well-managed response process by providing answers to vital questions such as “who is incharge of the response activities?” IRS could help in building disaster response professionals.

Rationale for the workshop

Assam is exposed to various natural and man-made disasters which hinders the state’s overall socio-economic development. It is important to be prepared to both mitigate and respond to these disasters in a holistic manner. With numerous agencies involved in disaster response, there is a risk of lack of coordination, which can lead to increased disaster management costs. By planning the response and training the stakeholders, it can be made more efficient and effective, while minimizing coordination issues. Therefore, the Government of India has recognized the Incident Command System (ICS) as the most effective and organized response mechanism and has adopted it. ICS was then adapted and renamed as Incident Response System (IRS). Assam has adopted the system and organised its efforts based on the model provided by the Central Govt.



Figure 2 : The Chief Secretary, Assam inaugurated the 3 days training Programme on IRS

The National Disaster Management Authority (NDMA) has issued Guidelines on the Incident Response System (IRS) under Section 6 of the DM Act, 2005, for effective and comprehensive

management of disasters in India. The vision is to minimize loss of life and property by strengthening and standardizing the disaster response mechanism in the country. The National Institute of Disaster Management (NIDM) has been working to build capacity for implementing IRS in India and establishing an effective disaster response system. The objective of the training on IRS is to designate officers to perform various duties and train them in their respective roles. Additionally, NDMA issued guidelines on IRS in 2010, providing a roadmap for the implementation of IRS in the country.

The Incident Response System (IRS) is a management tool used during natural or manmade disasters. The system is flexible and adaptable to suit emergencies of any scale, as it can be scaled up or down as needed. The main purpose of the IRS is to reduce asymmetries during the early stages of an emergency into a well-managed response process. The Government of Assam has adopted the Incident Response System (IRS) as the preferred disaster response system in the state. For its implementation, the State and District level Incident Response Teams (IRT) have been established. The Government of Assam has notified the Incident Response Team (IRT) at the state level through notification No. RGR/ASDMA/08/2014/01 dated May 20, 2014, and at the district level through notification No. RGR/ASDMA/08/2014/02 also dated May 20, 2014. The detail can be accessed following the link: https://asdma.gov.in/irs_notification.html



Figure 3 : Shri Rajiv Ranjan Mishra, IAS (Retd.) interacting with the participants during

The primary focus of this training program is to target officials who are responsible for implementing IRS Basic at the district and sub-district levels in Assam State. The collaboration between NIDM and ASDMA signifies a unified effort to strengthen disaster management capabilities in the region.

Objectives of the Workshop

The Programme has been designed with following objectives:

1. To sensitize on disaster risk in Assam in particular with analysis of past & recent major disasters.
2. To provide information on IRS guidelines.
3. To apprise participants about IRS as a system and its approaches.
4. To apprise the participants as to how IRS organization is built under planning process.
5. To let participants, utilize organizational formation for managing a disaster and also multihazard.



Figure 4: Officials attending the IRS Inauguration Programme

Course Overview

Objectives:

- Describe the IRS and its integration in Indian response mechanism
- Describe the IRS Planning Process
- Describe the IRS organization appropriate to incident complexity
- Implement incident management process on a simulated incident
- Develop an Incident Action Plan for a simulated incident

Summary: This session included discussions on introductions and expectations from instructors and students, administrative information, and the course structure. It covers basic features of IRS, IRS organization and functions, Incident/Event Assessment and Management by Objectives (MBO), IRS Facilities, IRS Resource Management, and the IRS Planning Process.



Figure 5: A view of the Inauguration Session of the workshop

The course of the training is distributed into 3 days of learning, brainstorming and hands on problem solving activities. The course is basically divided into different units as follows:

1. Unit A: -Principles & Features of Incident Response System
2. Unit B: -Organization & Staffing Unit
3. Unit C: - Incident facilities.
4. Unit D: - Incident Resource & Resource Management
5. Unit E (a): - Incident Planning: Objectives and Tactics
(b): - Incident & Event Planning – Primary Phase Forms, Meetings and IAP
6. Unit F: - Initial Response and Operationalization of IRS

Unit Wise Course Details

IRS Features

Objectives:

- Describe IRS features, including management by objectives, modular organization, and comprehensive resource management

Summary: This session discusses incident management using a unified command, planning/organizational structure, management by objectives, the Incident Action Plan (IAP), modular organization, and manageable span of control. It also covers command establishment and transfer, chain of command, integrated communications, information management, and incident facilities and resources.

IRS Organization

Objectives:

- Identify the four major IRS functional areas
- Describe the role and responsibilities of the Incident Commander
- Describe the selection and transfer of command between Incident Commanders
- Identify the position titles associated with the Command Staff
- Describe the roles of the Command Staff
- Identify the position titles associated with the General Staff
- Describe the roles of the General Staff

Summary: This session covers IRS organizational components, including the Incident Command, Operations Section, Planning Section, and Logistics Section. It describes the roles and responsibilities of Command Staff (Information and Media Officer, Safety Officer, Liaison Officer) and General Staff (Operations Section, Planning Section, Logistics Section).

IRS Facilities

Objectives:

- Describe the seven basic IRS facilities
- Identify facilities that may be located together
- Identify facility map symbols

Summary: This session details the various IRS facilities such as the Incident Command Post (ICP), Staging Area (SA), Base, Camps, Helibase/Helipads, and Relief Camps. It also explains the functions of these facilities and their symbols.

Initial Response - IRS

Objectives:

- Manage initial response by local response team leader
- Assume command of incident management
- Develop incident management strategy and tactics

Summary: This session focuses on initial response management by the local community, local administration, and line departments. It covers the development of incident management strategy, strategic plan considerations, delegation of authority, and the transfer of command.

Incident and Event Planning

Objectives:

- Identify the importance of planning for incidents/events
- Explain the differences between planning for incidents and events
- Discuss major planning steps
- Explain criteria for determining when the Incident Action Plan should be prepared in writing
- Describe the role and use of IRS forms and supporting materials
- Develop a written IAP and conduct an Operational Briefing for your incident

Summary: This session discusses the importance of planning for incidents and events, including logistical concerns, cost-benefit analysis, understanding the situation, developing and implementing the plan, and evaluating the plan. It also covers the preparation of the Incident Action Plan (IAP), the role and use of IRS forms, and conducting operational briefings.

IG Primary Phase - Support Documents

Objectives:

- Analyze the IRS Form 015 developed in the Operations Pre-Planning meeting
- Resolve concerns prior to the meeting
- Assess current operations effectiveness and resource efficiency
- Gather information to support incident management decisions

Summary: This session focuses on the development of forms and supporting documents for the Incident Action Plan (IAP). It covers the planning meeting layout and agenda, the operational period planning cycle, and IAP forms such as Incident Objectives, Organization Assignment List, Assignment List, and Medical Plan.

IRS Implementation Experience

Objectives:

- Test response capacity to a multi-hazard scenario
- Assess existing capacity of responders
- Evaluate the use of existing Disaster Management Plans & SOPs
- Assess the level of coordination in response
- Evaluate community awareness and preparedness

Summary: This session shares experiences and lessons learned from the implementation of the Incident Response System (IRS). It includes case studies of past incidents and responses, the evaluation of disaster response and management plans, and community engagement and awareness programs.

District Level IRS Training and Mock Exercise

Objectives:

- Sensitization and role clarity of IRT members
- Table top and simulation exercise

- Mock exercise based on the IRS principle

Summary: An effort has been made within this session to understand disaster response mechanisms in Assam, including the Flood Early Warning System (FLEWS), and State and District Disaster Management Plans. It discusses the roles of various departments, the prepositioning of NDRF teams, and the use of technology for effective response and rehabilitation. The session also covers institutional arrangements for flood preparedness and the Flood Preparedness Scorecard (FPSC).

Summary of Activities

Summary Details of the different session		
Title	Objectives	Major Discussion points
Intermediate IRS Unit 1 Course Overview	<ul style="list-style-type: none"> - Describe the IRS and its integration in Indian response mechanism - Describe the IRS Planning Process - Describe the IRS organization appropriate to incident complexity - Implement incident management process on a simulated incident - Develop an Incident Action Plan for a simulated incident 	<ul style="list-style-type: none"> - Instructors' and students' introductions and expectations - Administrative information - Course goals and objectives - Course structure: Basic features of IRS, IRS organization and functions, Incident/Event Assessment and Management by Objectives (MBO), IRS Facilities, IRS Resource Management, IRS Planning Process
Intermediate IRS Unit 2 IRS Features	<ul style="list-style-type: none"> - Describe IRS features including management by objectives, modular organization, and comprehensive resource management 	<ul style="list-style-type: none"> - Incident management using unified command - Planning/organizational structure: Management by objectives, Incident Action Plan (IAP), modular organization, manageable span of control - Command: Establishment and transfer of command, chain of command and unity of supervision - Communications/information management: Integrated communications, information management - Facilities and resources: Incident locations and facilities

Intermediate IRS Unit 3 IRS Organization	<ul style="list-style-type: none"> - Identify the four major IRS functional areas - - Describe the role and responsibilities of the Incident Commander - - Describe the selection and transfer of command between Incident Commanders - - Identify the position titles associated with the Command Staff - - Describe the roles of the Command Staff - - Identify the position titles associated with the General Staff - - Describe the roles of the General Staff 	<ul style="list-style-type: none"> - IRS organizational components: Incident Command, Operations Section, Planning Section, Logistics Section - - Roles of Command Staff: Information and Media Officer, Safety Officer, Liaison Officer - - Roles of General Staff: Operations Section, Planning Section, Logistics Section
Intermediate IRS Unit 4 IRS Facilities	<ul style="list-style-type: none"> - Describe the seven basic IRS facilities - - Identify facilities that may be located together - - Identify facility map symbols 	<ul style="list-style-type: none"> - Incident facilities: Incident Command Post (ICP), Staging Area (SA), Base, Camps, Helibase/Helipads, Relief Camps - - Facility symbols and their functions
Intermediate IRS Unit 6 Initial Response - IRS	<ul style="list-style-type: none"> - Manage initial response by local response team leader - - Assume command of incident management - - Develop incident management strategy and tactics 	<ul style="list-style-type: none"> - Initial response management: local community response, local administration response, activation of line departments - - Development of incident management strategy: strategic plan considerations, delegation of authority, transfer of command
Intermediate IRS Unit 7 Incident and Event Planning	<ul style="list-style-type: none"> - Identify the importance of planning for incidents/events - - Explain the differences between planning for incidents and events - - Discuss major planning steps - - Explain criteria for determining when the Incident Action Plan should be prepared in writing - - Describe the role and use of IRS forms and 	<ul style="list-style-type: none"> - Planning for incidents and events: logistical concerns, cost-benefit analysis, understanding the situation, developing and implementing the plan, evaluating the plan - - Incident Action Plan (IAP) preparation: role and use of IRS forms, conducting operational briefings

	supporting materials - Develop a written IAP and conduct an Operational Briefing for your incident	
Intermediate IRS Unit 8 IG Primary Phase - Support Documents	- Analyze the IRS Form 015 developed in the Operations Pre-Planning meeting - Resolve concerns prior to the meeting - Assess current operations effectiveness and resource efficiency - Gather information to support incident management decisions	- Development of forms and supporting documents for IAP - Planning meeting layout and agenda - Operational period planning cycle - IAP forms: Incident Objectives, Organization Assignment List, Assignment List, Medical Plan
IRS Implementation Experience	- Test response capacity to a multi-hazard scenario - Assess existing capacity of responders - Evaluate the use of existing Disaster Management Plans & SOPs - Assess the level of coordination in response - Evaluate community awareness and preparedness	- Experiences and lessons learned from IRS implementation - Case studies of past incidents and responses - Evaluation of disaster response and management plans - Community engagement and awareness programs
District-Level IRS Training and Mock Exercise	- Sensitization and role clarity of IRT members - Table top and simulation exercise - Mock exercise based on the IRS principle	- Overview of disaster response mechanisms in Assam - Flood Early Warning System (FLEWS) - State and District Disaster Management Plans - Role of various departments and prepositioning of NDRF teams - Use of technology for effective response and rehabilitation - Institutional arrangements for flood preparedness - Flood Preparedness Scorecard (FPSC)

Methods and Mode of Delivery:

During the training program, participants engaged in a variety of group activities and discussions utilizing participatory techniques. The training sessions were conducted in person, and included group presentations as part of the delivery method. The primary objective of the training was to impart the necessary skills to personnel, enabling them to effectively manage and respond to incidents or events by employing the Incident Response System.. To achieve this goal, the following objectives were set:

- Describe the Incident Response System and its correlation and integration within the Indian response mechanism.
 - Outline the Incident Response System planning process.
 - Detail the appropriate Incident Response System organization for the complexity of an incident or event.
 - Implement the incident management process on a simulated incident.
 - Develop an Incident Action Plan for a simulated incident.
- Engage in group work exercises.



Figure 6 : Participants of the workshop during the group activity



Figure 7: Participants of the workshop during the group presentation

The Course structure adopted for the training is shown in the figure below:

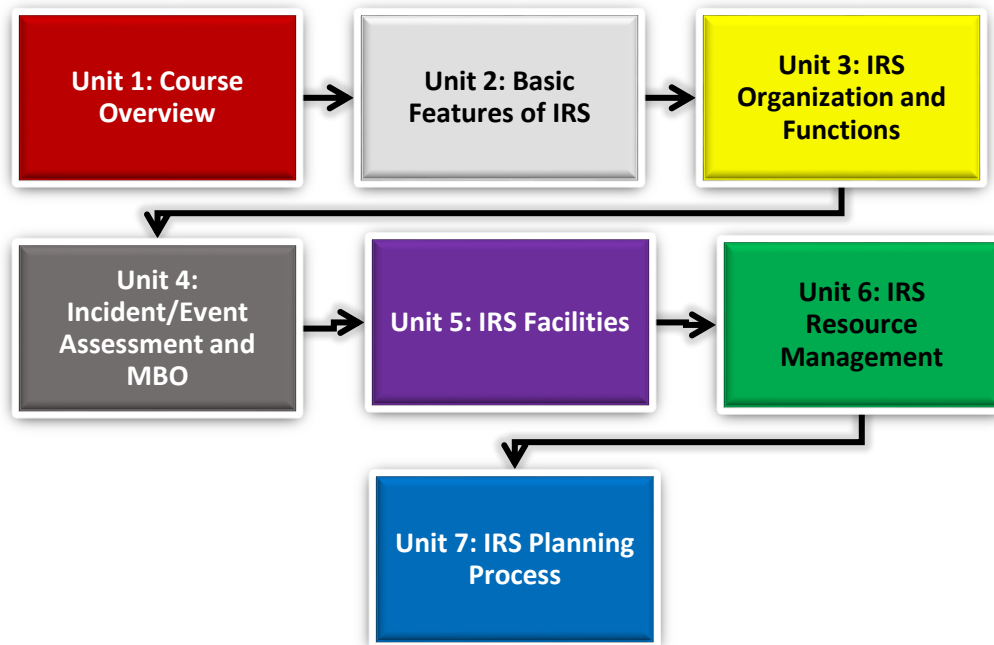


Figure 8 : Structure of the IRS Training

Activity Table:

Thematic Session	Activity	Detailed Description (Describe the technical details of the activity)	Major Output from the activity
Introductory Session to IRS	<ol style="list-style-type: none"> DM Cycle & Issues & Challenges of Response and Introduction to IRS. Response Mechanism in the State of Assam Team Building Activity 	<ol style="list-style-type: none"> Instructors' Introduction and Expectations Goal and Objectives of the Workshop IRS Management System 	<ol style="list-style-type: none"> Create different teams among the participants.
Unit A: Principles & Features of Incident Response System	<ol style="list-style-type: none"> Presentation Exercises 	<ol style="list-style-type: none"> Learning IRS in responding to different disasters/incidents. Understanding 6 different features of IRS in details 	<ol style="list-style-type: none"> Learning Basic Features of IRS Understanding IRS application to all incidents. Understanding how the IRS can improve incident management
Unit B: Organization & Staffing for Integrated Response	<ol style="list-style-type: none"> Presentation Exercises: Building the Organization: Simple Incident 	<ol style="list-style-type: none"> Learning Four Major IRS Functional Areas <ol style="list-style-type: none"> Incident Command Operations Planning Logistics Understanding different IRS Supervisory Position Titles 	<ol style="list-style-type: none"> Identify the four major IRS functional areas. Understanding the role and responsibilities of key Personnel (Incident Commanders, Command Staff , General Staff)
Unit C: Incident facilities	<ol style="list-style-type: none"> Presentation Exercises 	<ol style="list-style-type: none"> Learning different requirements and complexity of the incident or event. Location dynamics of Incident Command Post, Staging area etc. 	<ol style="list-style-type: none"> Learning seven basic IRS facilities. Identify facilities that may be located together. Identify facility map symbols

Unit D: Incident Resource & Resource Management	<ol style="list-style-type: none"> 1. Presentation 2. Exercises: <ol style="list-style-type: none"> a. Resource Tracking-Demonstration b. Developing the IRS 015 	<ol style="list-style-type: none"> 1. Learning the basic principles, basic management steps, key considerations of resource management. <ol style="list-style-type: none"> a. Establishment of Resource Needs b. Resource Requesting c. Resource Check-In Process and Tracking d. Resource Utilization and Evaluation e. Resource Demobilization 	<ol style="list-style-type: none"> 1. Understanding different worksheets with respect to IRS. <ol style="list-style-type: none"> a. IRS 004: <i>Assignment List</i> b. IRS 005: <i>Incident Radio Communication Plan</i> c. IRS 006: <i>Medical Plan</i> d. IRS 015: <i>Operational Planning Worksheet</i> e. IRS 011: <i>Incident Check-in List</i>
Unit E: - Incident and Event Planning: Objectives & Tactics & Primary Phase Forms, Meetings and IAP	<ol style="list-style-type: none"> 1. Presentation 2. Exercises 	<ol style="list-style-type: none"> 1. Development of Incident Management Strategy- ISA 2. Transition Briefing 3. Transfer of Command 4. Outgoing IC/Incoming IC Briefing 5. 	<ol style="list-style-type: none"> 1. Understanding Initial Response Management & Assume command of the incident management. 2. Preparation of Incident Action Plan.

Unit F: Initial Response and Operationalization of IRS	<ol style="list-style-type: none"> 1 Presentation 2 Exercises: Presenting Situational IAP. 	<ol style="list-style-type: none"> 1 Understanding the importance of planning for incidents/events. 2 Understanding major planning steps including logistical concerns, cost-benefit analysis, understanding the situation, developing and implementing the plan, and evaluating the plan. 3 Understanding the Operations Pre-Planning Meeting, Planning Meeting and, Operational Period Briefing. 	<ol style="list-style-type: none"> 1. Determining and writing down the criteria's for specific IAP. 2. Learning the role and use of IRS forms and supporting materials included
--	--	---	---

Major learning and Recommendations

During different group exercises, teams were strategically divided according to their locations, and every member was assigned a specific role to role-play during a simulated incident response in Assam. Some of the major learning areas included understanding the Incident Command System (ICS), emergency preparedness for response, resource management, communication and coordination, incident action planning, safety and risk management, documentation and reporting, practical exercises, legal and ethical considerations, and post-disaster analysis.

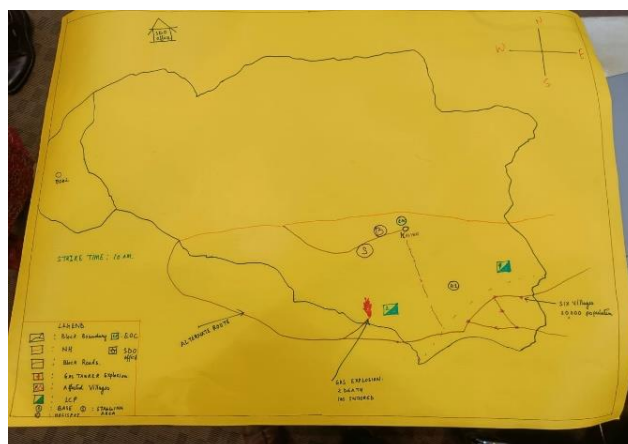
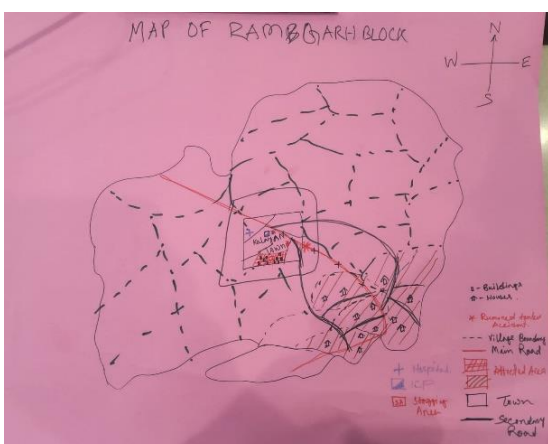


Figure 9 :Maps produces during group exercises

The details of the group divisions for Incident Action Plan exercise are as follows:

Group-1: Cachar, Karimganj, Hailakandi, Dima Hasao, Karbi Anglong, West Karbi Anglong

Group-2: Sivasagar, Charaideo, Dibrugarh, Tinsukia, Lakhimpur, Dhemaji

Group-3: Jorhat, Majuli, Golaghat, Nagaon, Sonitpur, Biswanath, Hojai

Group-4: Udalguri, Darrang, Morigaon, Kamrup (M), Kamrup, Nalbari

Group-5: Barpeta, Bajali, Tamulpur, Baksa, Chirang, Bongaigaon

Group-6: South Salmara, Dhubri, Goalpara, Kokrajhar



Figure 10: Review of group exercise presentation

The discussion covered a detailed examination of various forms of IRS, such as the Incident Radio Communication Plan (IRS 005) and the Operational Planning Worksheets (IRS 015), with each team receiving specific information during the group activities. In addition to the above, Annexure-2 provides a comprehensive demonstration of the IRS reporting as well as the roles and responsibilities of Group 2 (Sivasagar). Furthermore, the Operational Planning Worksheets (IRS 015) for all the groups can also be found in Annexure-2. The detail of the event was broadcasted in different social media platform. Newspaper articles of the IRS Events as published was annexed in Annexure-3. The comprehensive learning for the participant involved delving into the intricate details of the six different features of the IRS which are as follows:

1. Standardization:

- Exploring common terminology for consistent understanding and communication.

2. Command:

- Studying the establishment and seamless transfer of command.
- Understanding the concept of chain of command and Unity of Command.
- Analyzing the framework of Unified Command.
- Examining the setup of Area Command for effective operation.

3. Planning/Organizational Structure:

- Understanding the concept of management by objectives.
- Exploring the various operational periods and their significance.
- Learning about the formulation and execution of the Incident Action Plan (IAP).

- Examining the benefits of a modular organizational structure.
- Understanding the concept of manageable span of control for efficient operations.
- 4. Facilities and Resources:**
 - Comprehensive study of resource management for effective incident response.
 - Understanding the management of incident locations and facilities for optimal utilization.
- 5. Communications/Information Management:**
 - Analyzing the framework of integrated communications for seamless information flow.
 - Exploring effective methods of information management for streamlined operations.
- 6. Professional Development:**
 - Delving further into the concept of integrated communications for comprehensive coordination.
 - Studying the methods and systems for effective information management for an efficient response.

Future Plan

With the knowledge acquired from the IRS training 2024, prospectus were been developed for conducting similar training within the districts of the State. A District level IRS Training and Mock Exercise is being planned for each district's to educate and sanitize the different concept of Incident Response System to the different governmental response departments and concerned agencies. Some of the stakeholder's targeted for the workshops are:

- All notified IRT members of the district
- Responding agencies
- Local administration
- All FO (DM)
- CBO/NGOs
- District IAG
- Youth volunteers/ AAPDA Mitra etc.

The workshop on IRS for the districts is designed as a 3 day programme and will cover different aspects of the IRS. The three day agenda of the workshop will include as follows:

Day-1: Sensitization and role clarity on Incident Response System (IRS) for the IRT members

Day-2: Table top and simulation exercise with respect to IRS

Day-3: Mock exercise based on the IRS principle learned involving all stakeholders at district level. The following features detailing the content of the mock exercises:

- A mass casualty event will be simulated at the selected venue in the Dist. HQs
- A triage area will set up at the site of the "event"

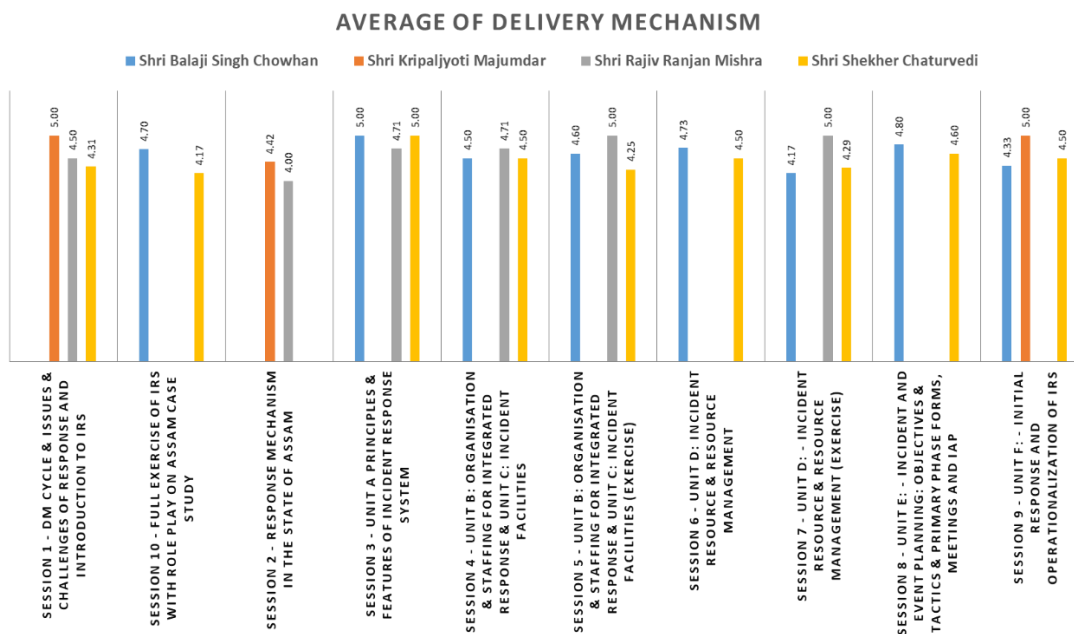
- Victims will be transported to nearest hospital with realistic time delays built into the system
- At each hospital, the hospital emergency plan was set into motion
- Entire drill will be monitored by local evaluators in addition to observers from ASDMA and NIDM (if deputed)
- Following the mock drill a debriefing session and Valedictory session will be conducted. In this session, all participants to self-scrutinized & worked on their respective areas for improvement based on the observation given by observers

ASDMA will request NIDM to place observers in selected districts. The workshop sought to bring together the leaders of district's response agencies i.e. Fire, Police, SDRF and EMS along with the representatives of hospitals, Doctors, Nurses & Non-Governmental Organizations.

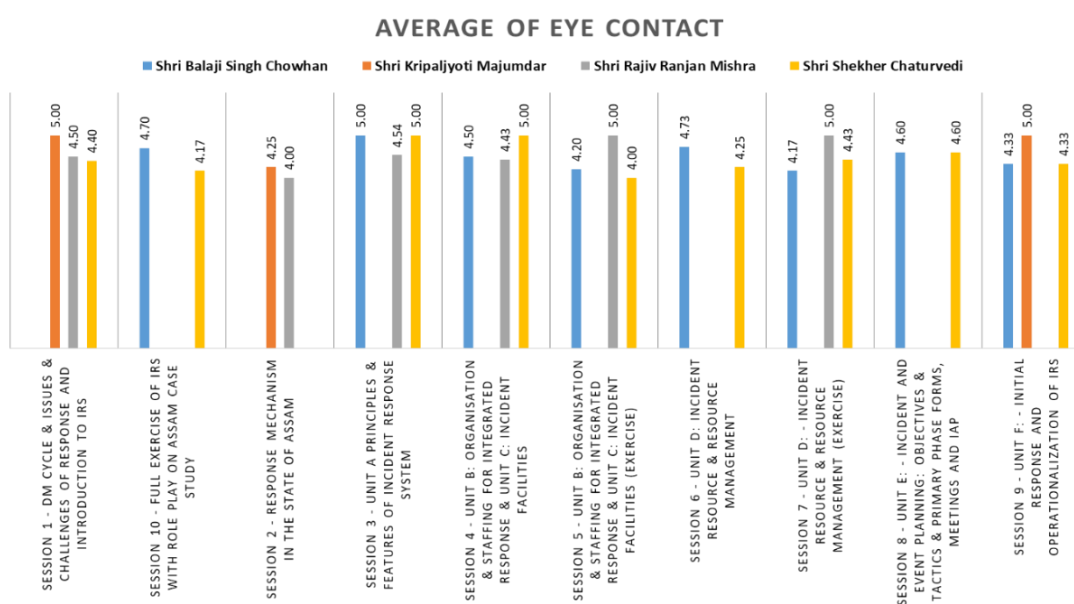
Feedback from the participants:

A feedback form was distributed among the participants. The feedback was done within a scale of 1-5 having 1 being poor and 5 being excellent. A total of 48 participants have provided their feedback on the 10 different sessions and over 9 different indicators. The different figures below shows the compression among the four trainers including Dr. Kripalijyoti Majumdar from ASDMA.

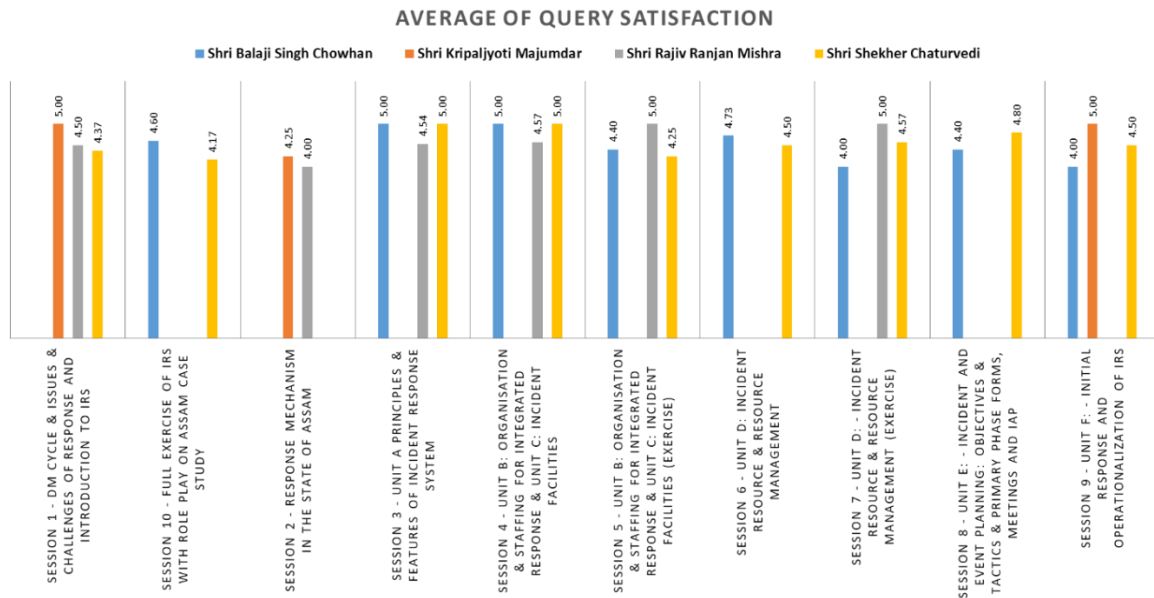
1. Average of Delivery Mechanism:



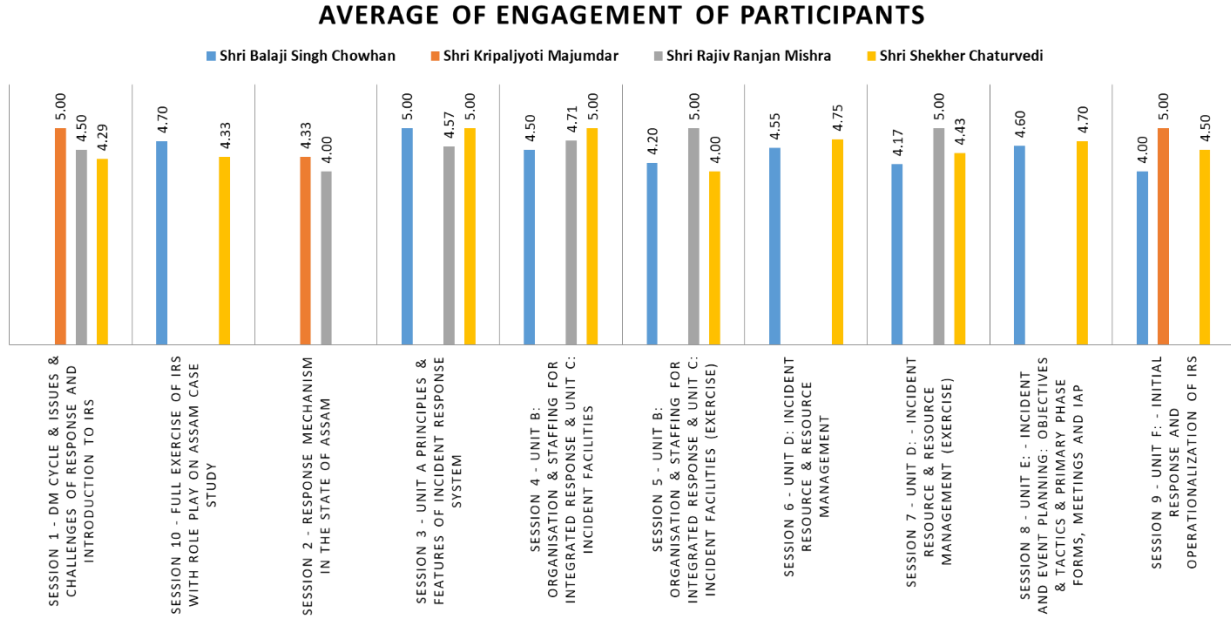
2. Average of Eye Contact:



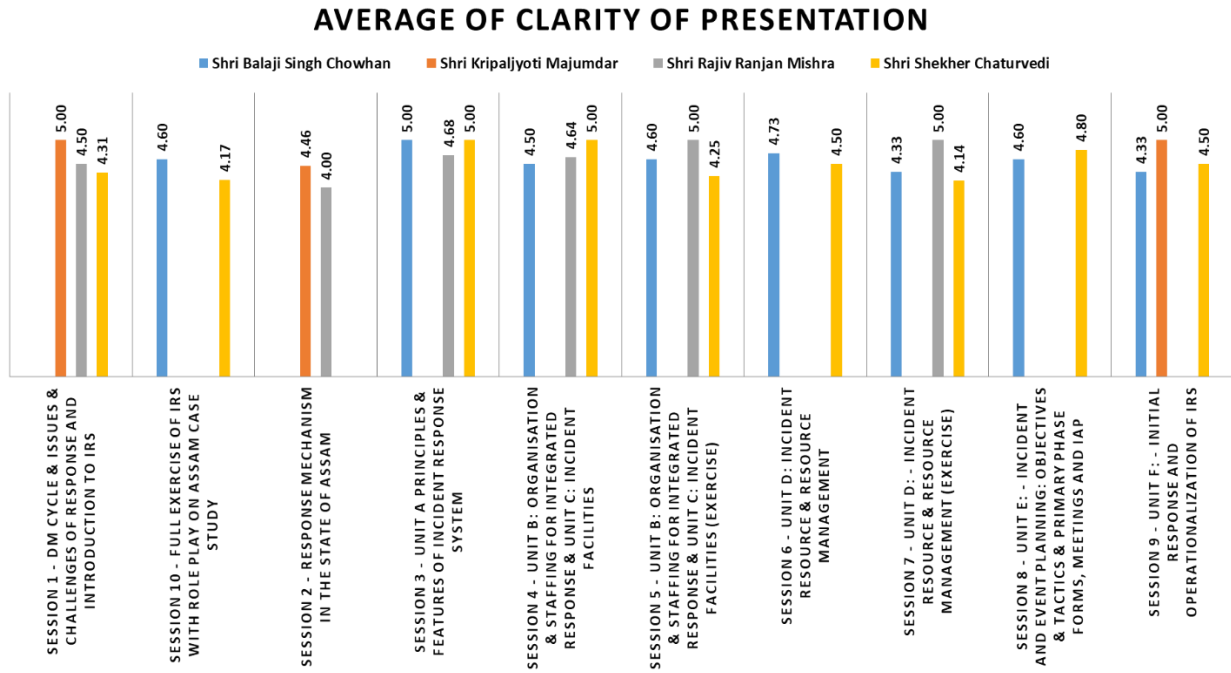
3. Average of Query Satisfaction:



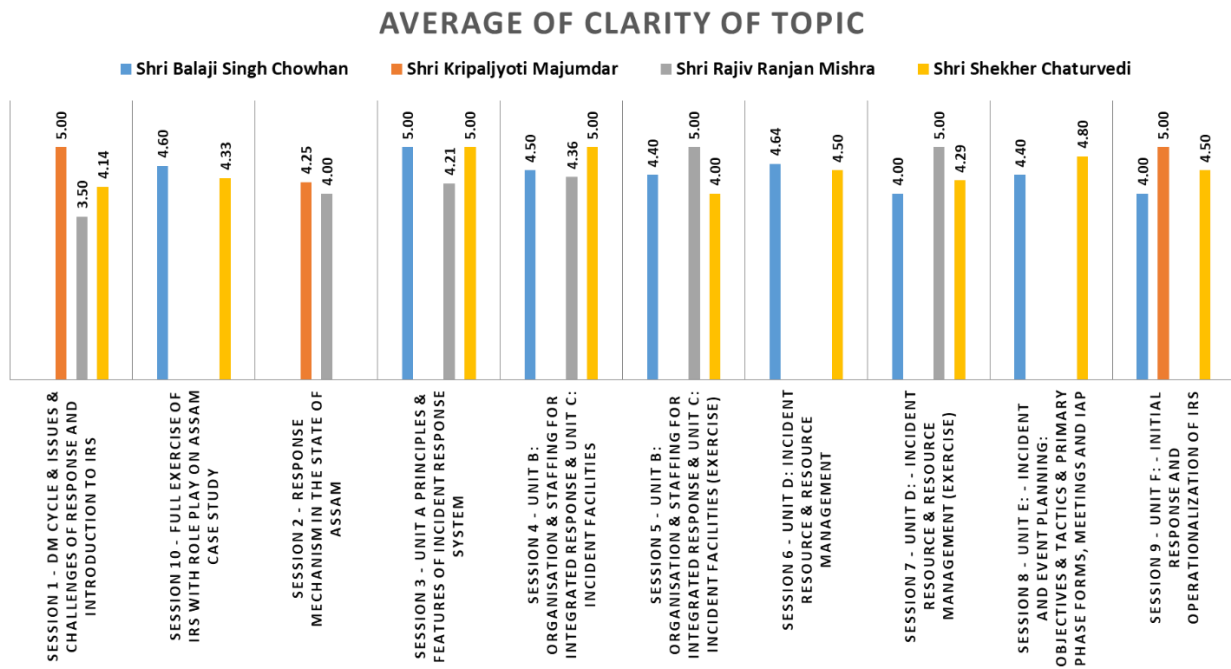
4. Average of Engagement of Participants:



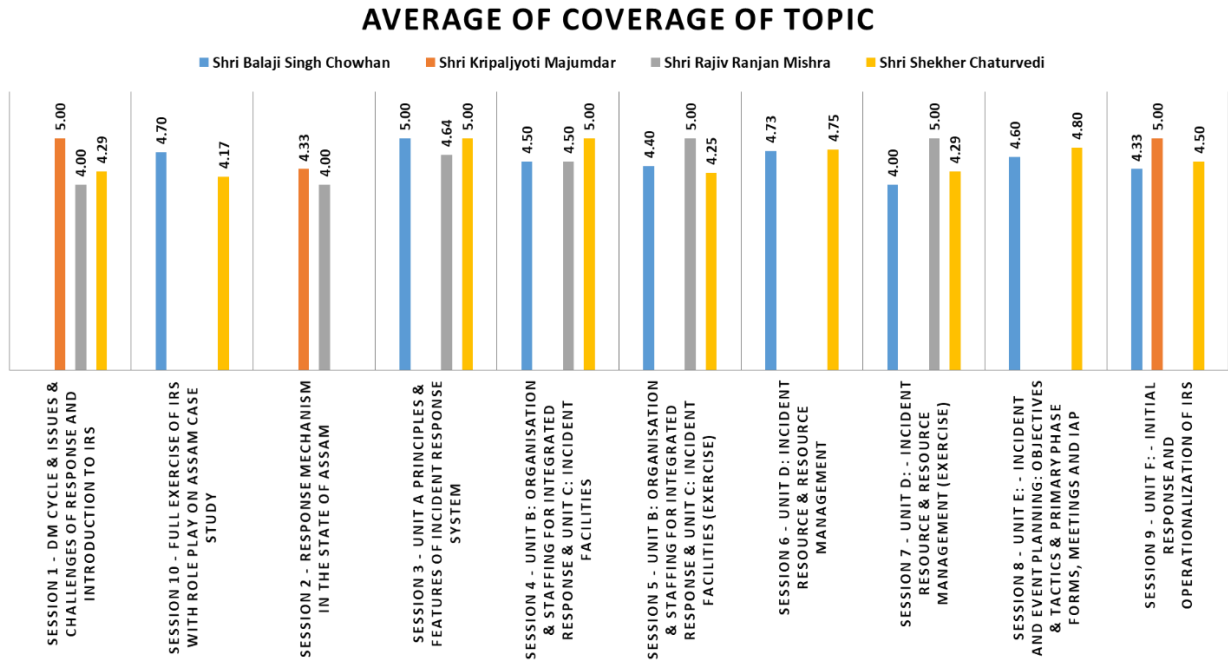
5. Average of Clarity of Presentation:



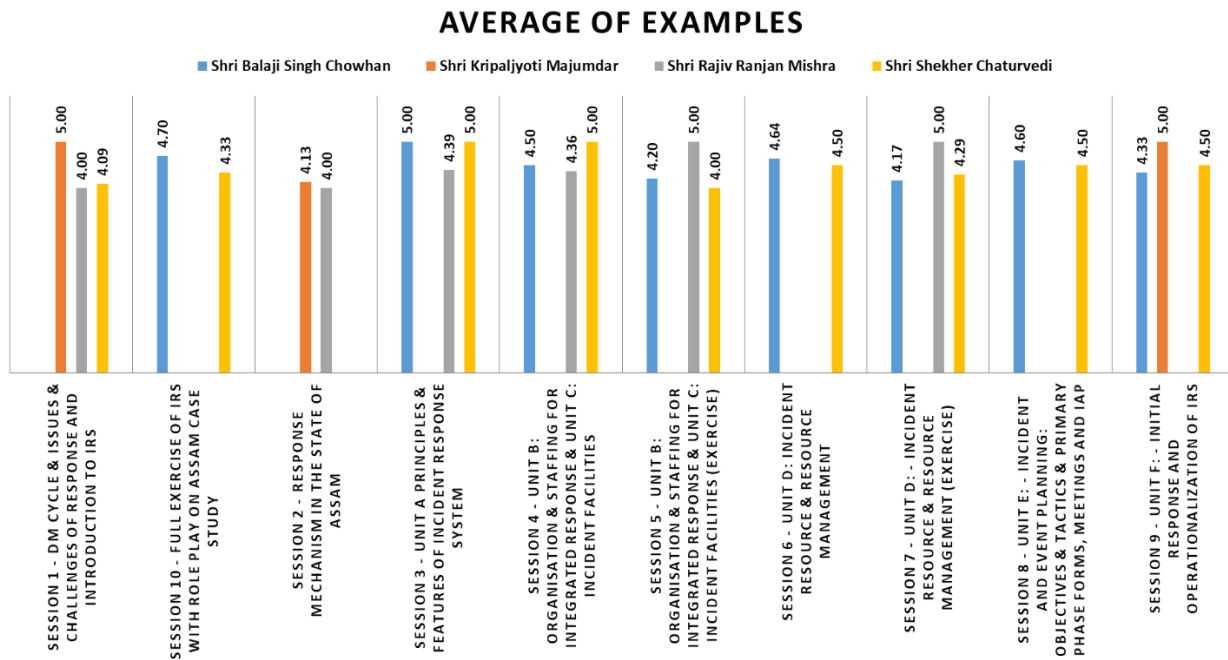
6. Average of Clarity of Topic:



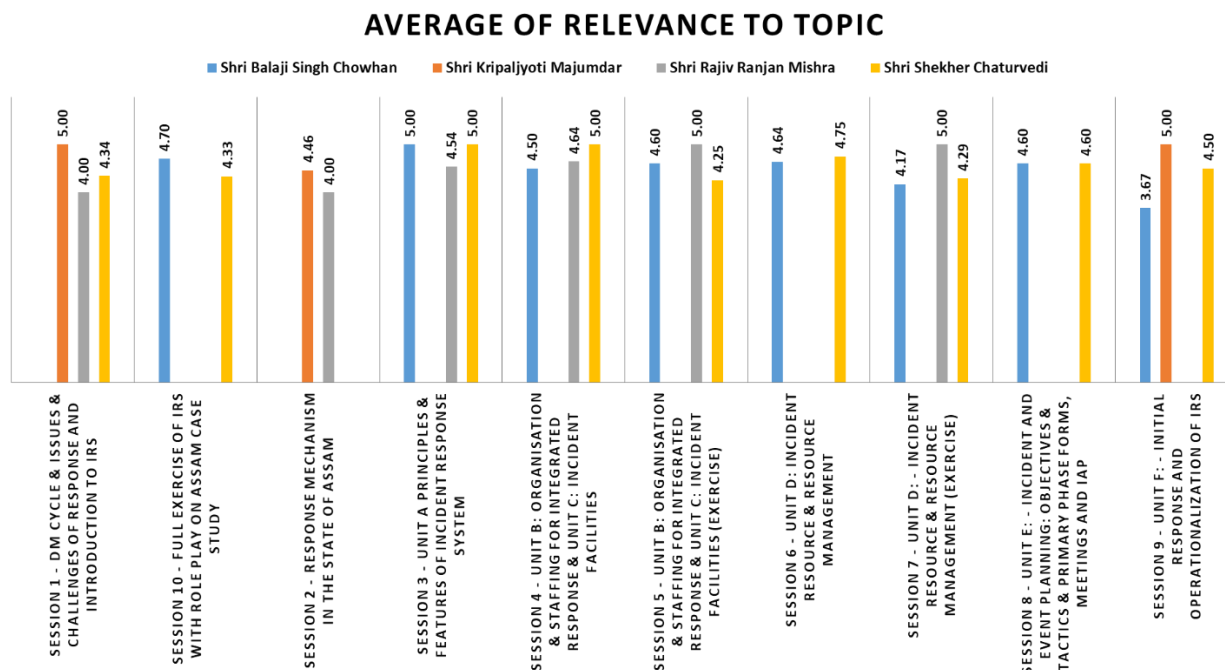
7. Average of Coverage of Topic:



8. Average of Examples



9. Average of Relevance to Topic:



Expert cum Trainers of the IRS Workshop

Three NIDM recognized professionals with extensive professional abilities in IRS skillfully led the three-day training program with ease. They create an atmosphere that encourages learning and personal development in each of the many sessions. A brief overview of every trainee is given here.

Shri Rajiv Ranjan Mishra, IAS

Rajiv Ranjan Mishra is Chief Advisor and Chairman of Strategy & Policy Unit at the National Institute of Urban Affairs in India, and additionally acts as an advisor for the Centre for Ganga River Basin Management and Studies at the Indian Institute of Technology (IIT) in Kanpur. He recently retired from his position as Director General for the National Mission for Clean Ganga (NMCG), during which he transformed the Namami Gange programme into an integrated, multi-sectoral model framework for river rejuvenation in India. As Additional Secretary for India's Ministry of Housing and Urban Affairs, he steered several policies in housing sector, urban SDGs, New Urban Agenda and sustainable technologies, and played a pivotal role in the enactment of the landmark Real Estate (Regulation & Development) Act, 2016-RERA.



In 2021, Mr. Mishra was bestowed with the Annual Research Award from IIT Roorkee for his work on rejuvenation of the river Ganga. Over the course of his time at NMCG, he led the organisation to international and national recognition including Public Agency of the Year Award (Distinction) by Global Water Intelligence. Mr. Mishra introduced a paradigm shift at NMCG through several key projects and policy interventions, including PPPs in wastewater management through a hybrid annuity mode and a 'One City-One Operator' approach for better sustainability and governance in wastewater management. Mr. Mishra has also developed pioneering frameworks to plan 'river cities' by mainstreaming rivers and water within urban master plans, highlighting water-sensitive urban design and developing the River City Alliance.

Mr. Mishra is the co-author of 'Ganga: Reimagining, Rejuvenating, Reconnecting', a change-maker's account of the enormity of the challenges, institutional processes and reforms which developed momentum and positively impacted a river's health and the sustainability of those impacts. He has published several articles, papers and opinion columns in several journals, magazines, as well as editing a special issue on river rejuvenation in the Journal of Governance and working as editor and contributor on 'Managing Urban Rivers: from Planning to Practice', a set of articles by national and international experts being published by Elsevier. He has contributed to many national and international trainings and seminars, and holds Certificates in Advanced Studies in Public Administration from Maxwell School, Syracuse University, USA; Public Budgeting from Georgia State University, Atlanta; Project Management from University of California, Berkeley; and the 'Leaders in Development' programme from Harvard Kennedy School, Cambridge, USA.

Shri Balaji Singh Chowhan

Shri Balaji Singh Chowhan has over 35 years of experience working for business and social development sectors including 20 years in the field of Fund Raising and Disaster Risk Reduction (DRR), primarily focussed on disaster preparedness and response. He held senior positions in different International and National NGOs, and USAID formulating and driving disaster risk reduction strategies. He comes with a rich experience in project design and management. He has more than 15 years of experience in leading fund raising as well as evaluation of funding proposals for grant making, and monitoring their implementation. Many of these efforts pertain to CSR initiatives of India Today group. Balaji also consults with major INGOs on their fund raising initiatives at the institutional, corporate as well as individual levels.



As Disaster Management Specialist in USAID, he was part of a team that designed a collaborative program with Government of India to strengthen disaster management capabilities in India. Since 2012, he has extensively worked in the area of Incident Command System (ICS) and Emergency Operations Centre (EOC) in India, Bangladesh, Bhutan and Nepal and continues this engagement as South Asia Disaster Management Advisor for U.S. Forest International Programs. Balaji Singh, as a consultant assists the World Bank in its disaster management initiatives in India and Bhutan. He had supported World Bank in designing a South Asia EOC workshop in 2019. He

was a trainer for numerous training and capacity building initiatives for senior officers in South Asian countries as well in Kurdistan.

Balaji has consulted extensively with UNDP, UNICEF, ADPC Bangkok, ECHO and many INGOs such as Save the Children, Child Fund of India and others and has extensive knowledge and hand on experience in the areas of project design, evaluating funding proposals, training and capacity building, building disaster risk reduction frameworks, corporate social responsibility, networking and ability to work with government and non-government partners.

Before joining the social development sector in 1999, Balaji worked in pharmaceutical industry for 15years in the field of sales and marketing. Balaji has obtained an honours degree in Sciences, masters in Social Development from University of East Anglia (UK) in 1991, and Masters in Business Administration from Andrews University (USA) in 1994.

Shri Shekher Chaturvedi

Shri Shekher Chaturvedi, Assistant Professor at NIDM is a post graduate with diploma in Computer Applications, he has been associated with this Institute for more than 20 years. His major areas of intervention are Disaster Management Plans, Community Based Disaster Preparedness, Incident Response System (Basic & Intermediate) and Accident Related Disasters, particularly Railway Accidents.



Annexure – 1
List of Participant attended the IRS training- 2024

List of Participants for State Level ToT on Incident Response System(IRS): Basic & Intermediate Date: 15-17th May,2024 Venue: Assam Administrative Staff College (AASC)			
SI No	District/ Organization	Name	Designation
1	Bajali	Shankar Nath	FO(Bajali)
2	Baksa	Tapan Konch	DPO
3		Shri Semkhwr Boro	FO(Baksa)
4	Barpeta	Jiaur Rahman Ahmed	District Consultant, SFDRR
5		Nitul Das	FO(Sarthebari)
6	Biswanath	Bhargab Baruah	DPO
7		Sayed Khan	FO(Biswanath)
8	Bongaigaon	Ananta Samanta	DPO
9		Jasnoor Alam	FO (Bongaigaon)
10	Cachar	Sri. Shamim Ahmed Laskar	DPO
11		Ranbijoy Das	FO (Sadar)
12	Charaideo	Bijoylakshmi Gogoi	DPO
13		Dhurba Jyoti Gogoi	FO(Sonari)
14	Chirang	Shri Dhanjit Kumar Das	DPO
15		Shri Ringkhang Brahma	FO (Bijni)
16	Darrang	Jagadish Bhattacharyya	DPO
17		Mir Kamaruz Zaman	FO (Mangaldai)
18	Dhemaji	Lohit Gogoi	DPO
19		Ripunjit Bhuyan	FO (Gogamukh)
20	Dhubri	Moferjal Sarkar	DPO
21		Sourydeep Chaki	FO (Chapar)
22		Tonmay Dhar	District Consultant, SFDRR
23	Dibrugarh	Shri Deepjyoti Hatikakoty	DPO
24		Debasmita Das	FO
25	Dima Hasao	Sri. Riki B. Phukan	DPO
26		Debojit Borah	FO (Dima Hasao)
27	Goalpara	Kamal Narayan Pathak	DPO
28		Dibakar Nath	FO (Matia)
29		Deepak Paul	District Consultant, SFDRR
30	Golaghat	Sri Ronney Rajkumar	DPO
31		Sri Akash Kumar Sarmah	FO (Bokakhat)
32	Hailakandi	Sri. Mohammed Ahmed	DPO

33		Sri. Ashikur Rohman Laskar	FO (Algapur)
34		Jiaul Islam Choudhury	District Consultant, SFDRR
35	Hojai	Smt Himparna Kalita	DPO
36		Reemly Gogoi	FO (Doboka)
37	Jorhat	Pran Krishna Gogoi	DPO
38		Sambhranta Bhardwaj	FO (Jorhat East)
39	Kamrup	Dr. Rajiv Dutta Chowdhury	DPO
40		Shri Saurav Borkakoti	FO (North Guwahati)
41	Kamrup Metro	Kaustav Talukdar	DPO
42		Barsa Neog	FO (Dispur)
43		Simanta Sonowal	FO (Guwahati)
44		Ajay Mazumdar	FO (Azara)
45		Anku Moni Gogoi	FO (Chandrapur)
46		Sonu Mazumdar	FO (Sonapur)
47	Karbi Anglong	Miss Smita Chetia	DPO
48		Shri Bijoy Tisso	FO (Silonijan)
49	Karimganj	Siju Das	DPO
50		Ariful Hoque	FO (Patharkandi)
51	Kokrajhar	Kamal Kishor Hazarika	DPO
52		Anup Kumar Bhattacharjee	FO (Bhawraguri)
53	Lakhimpur	Mrs. Papori Borah	DPO
54		Miss Dharitri Phukan	FO (Bihpuria)
55	Majuli	Dibya Jyoti Saikia	DPO
56		Miss Papori Boruah	FO (majuli)
57	Morigaon	Ranju Sarma	DPO
58		Kalim Uddin	FO (Bhuragaon)
59	Nagaon	Bijayanta Goswami	DPO
60		Manash jyoti Baruah	FO (Dhing)
61	Nalbari	Dr. Hemanta Baishya	DPO
62		Deepmoni Talukdar	FO (Barkhetri)
63	Sivasagar	Rupamjyoti Bora	DPO
64		Partha Dutta	FO (Sivasagar)
65	Sonitpur	Sri Partha Pratim Sarmah	DPO
66		Pranjal Bharali	FO (Tezpur Sadar)
67	South Salmara	Requibus Zahan	DPO
68		Abu Mohammad Sadik	FO (South Salmara)
69	Tamulpur	Smti Chanda Singh	District Consultant, SFDRR
70		Mammu Ramchiary	FO (Tamulpur)
71		Shri Mridul Das	FO (Goreswar)

72	Tinsukia	Smti Ruby Gogoi	DPO
73		Sri Arunabh Buragohain	FO (Sadiya)
74	Udalguri	Khanindra Bhuyan	DPO
75		Mr. Hiron Deep Bhuyan	FO (Khoirabari)
76		Susanta Borgohain	District Consultant, SFDRR
77	West Karbi Anglong	Rupjoy Maibangsa	DPO
78		Sri Hemphu Bey	FO (Donkamokam)
79	ASDMA State HQ.	Dr. Surajit Baruah	Senior Consultant (SFDRR)
80	ASDMA State HQ	Dr. Mirza Md. Irshad	Project Manager (R&R)
81	ASDMA State HQ	Er. Rajesh Dutta	Engg. Consultant (EQ)
82	UNICEF	Mr. Anand P. Kanoo	Programme Specialist (DRR)
83	ASDMA State HQ.	Er. Biren Baishya	GIS Expert
84	ASDMA State HQ	Dr. Kripaljyoti Mazumdar	Project Officer (R&R)
85	UNICEF	Mr. Mukunda Upadhyay	Senior Consultant (DRR)
86	ASDMA State HQ.	Abhijit Deka	ASDMA, System Expert (IT)
87	ASDMA State HQ.	Anupam Baruah	TA (IT) ASDMA
88	ASDMA State HQ.	Nava Deka	Engg. Consultant (FM)
89	ASDMA State HQ.	Mr. Bibek Mahato	Resilient Cities & Town Specialist, TSU-DRR
90	ASDMA State HQ.	Dr. Susanta Borgohain	ASDMA, Consultant, SFDRR
91	ASDMA State HQ	Mr. Dwijen Das	Resilient Critical Infrastructure, TSU-DRR
92	ASDMA State HQ	Ms. Ananya Choudhury	Preparedness & BBB Specialist, TSU-DRR
93	ASDMA State HQ	Mr. Kishore Dutta	Project Officer (T & CB)
94	ASDMA State HQ	Ms. Mridusmita Borah	Project Officer (DRR)
95	ASDMA State HQ	Mr. Ankur B. Dev	Project Officer (DRR)
96	ASDMA State HQ	Mr. Dhanjit Googi	PO(DM), PWRD
97	ASDMA State HQ	Mr. Mrinal Jyoti Borah	PO (DM), Irrigation
98	ASDMA State HQ	Mr. Himangshu Barman	PO(DM), WRD
99	ASDMA State HQ	Mr. Shinan Bin Safique	PO(DM), AH & Vetty.
100	ASDMA State HQ	Mr. Nitu Moni Borah	PO(DM), PWD(B&NH)
101	ASDMA State HQ	Ms. Maria Khan	PO(DM), Women & CD

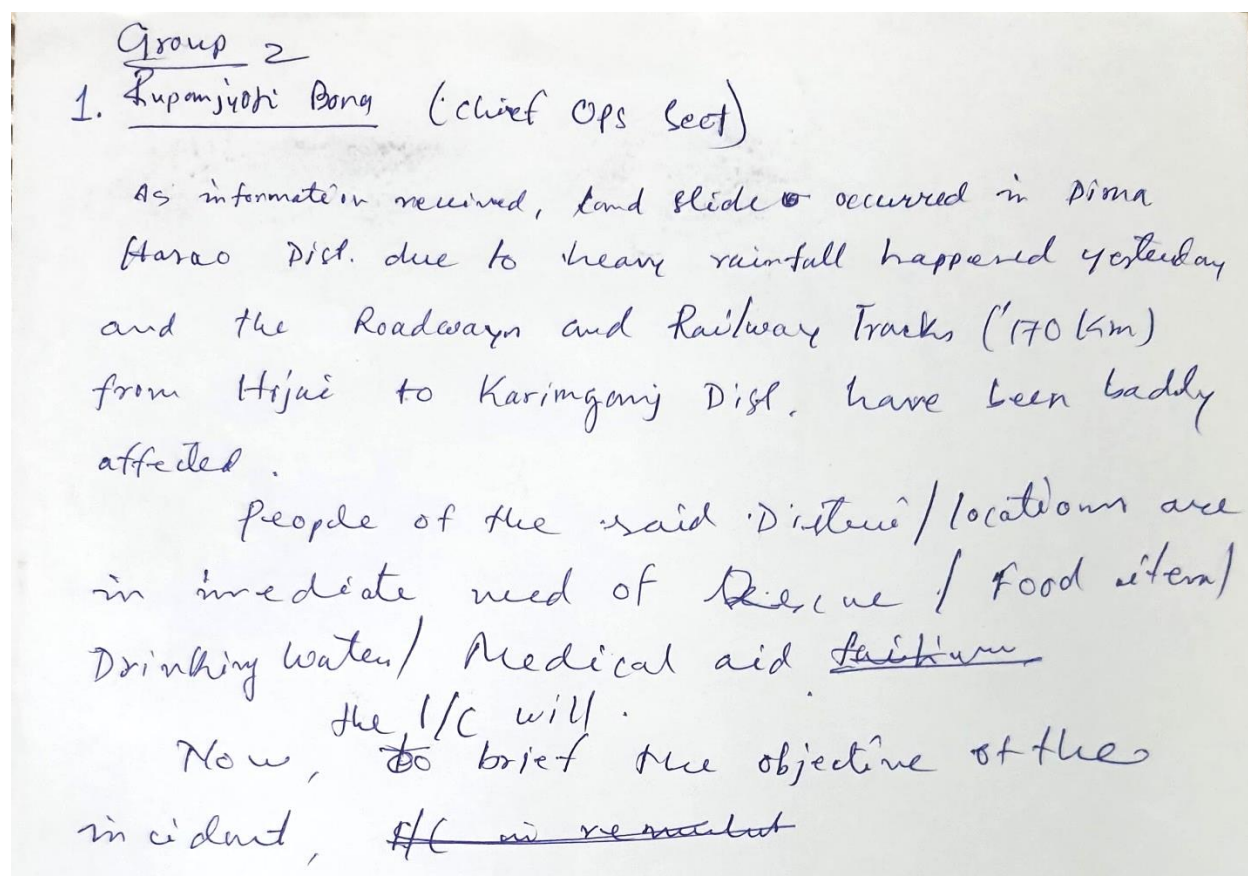
Annexure -2: Snapshots of the Group Exercises and Role play

A. Role description of different participant within Group-2

Participant played different roles within the group exercises.

For Group-2, the different roles played by the participant are as follows:

Sl. No.	Name of the official	Designation	Role played
1	Mr. Rupamjyoti Bora	DPO, Sivasagar	Chief Operation
2	Ms. Rubi Gogoi	DPO, Tinsukia	Incident Commander
3	Ms. Dharitri Phukan	FO, Lakhimpur	Operation Section Chief
4	Ms. Bijoylaxmi Gogoi	DPO Charaideo	Logistic Section Chief
5	Ms. Debasmita Das	FO, Dibrugarh	Information & Media Officer



2. Ruby Wgoi (Incident Commander)

After the briefing of the situation and realizing the gravity of the situation, I planned the objectives of the IKT and course of action. Our first priority was to restore the communication & establish other alternative communication. I instructed the section chiefs to mobilize available resources & prepare the list of resources that needed. I instructed to prepare the IAP and deploy medical team, maintain law and order and operationalise search rescue and relief operation.

3. Operational Section Chief.

I, Dharitri Phukan today enacted as Operational Section Chief for the exercise (Dimahasao disaster) like to state that operational ^{sation} planning has been done according to the situations of the sceneries. Two divisions A & B and two groups are assigned and tasks of each team has been demonstrated. Total 7 nos. of departments were engaged to tackle the disaster. Also search & rescue operation, shifting of injured victims to hospitals, airlifting of food items for the affected population has been done. Resources available were used accordingly.

4. Logistic Section Chief

No.

Date

Madam,

I Bijaylakshmi Cogni today as
a logistic section chief for this
disaster like to mention that

The service branch communicated
medical and food units are setup
(005 & 006)

For support branch the resources
available are identified and used
in rescue operation, the facilities
unit are working in preparing
~~the~~ / construction the relief
camps, temporary camp etc and
guard unit is helping to the
facility unit.

5. Information and Media officer :-

Though this is a very crucial time for Dima Hasao and we are assemble here to tackle the disaster with a minimum loss of life and property. Myself being the IMO I would like to mention that in case of press release many person will come from media. I will be interacting with media persons. In case, any person comes to other officer regarding press release context kindly intimate me and share my number to them.

IMO - Debasmita Das
(F.O)

Group 2

6. Safety Officers

Safety of the responders or response agencies is very important to make the operation successful in optimal time.

The day incident occurred is very hot - so the responders may face the problem of dehydration. Due to rain, the road may be slippery. Though ~~at~~ most of ~~the~~ personal safety ^{tips} things are well known to all, I would like to remind to carry some of the equipment as mentioned below:-

B. IRS Forms filled by participants during group exercises:

Group 2: Assignment List (IRS 004)

Incident Response System (IRS): Basic & Intermediate Course

ASSIGNMENT LIST (IRS 004)

1. Incident Name: DIMA HASAO DISASTER		2. Operational Period: Date From: 24/5 Date To: 24/5 Time From: 8:00 AM Time To: HHMM		3.
4. Operations Personnel:		Name		Contact Number(s)
Operations Section Chief:		Shavitri Phukan		XXX-XXXXXXX
Branch Director:				XXX-XXXXXXX
Division/Group Supervisor:				XXX-XXXXXXX
5. Resources Assigned:				
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information
1. Station Officer FRES	S.O	8	XXXXXX67890	SA/SDRF/IRB Boat
2. Joint Director SDM & HD	SDM & HD	32	12345XXXX	SA, (Ambulance, Medical team)
Health Dept ii) Medical Officer	Medical Officer	15		Hospital, Fagging
3. Exe. Eng. PWD	AEE	9	XXXXXXXXXX	JCB, Dumper
4. S.P	ASP		XXXXXX567XX	L&D, Rescue
5. Exe. Eng. (PHE)	AEE	-	XXXXXX567XX	Potable Water, Disinfectant
6. Circle Officer	P.O	1	7099021991	CR, Tarpaulin, F/A, Clothes & Wounds
7. DSWO, SW Dept	CDPO	1	XXXXXX567XX	Baby food
6. Work Assignments: A total of about 7 Nos of department engage to tackle the disaster. They will conduct operation like Search & Rescue, shifting of injured victims, food and other related works.				
7. Special Instructions:				
8. Communications (radio and/or phone contact numbers needed for this assignment):				
Name	/Function	Primary Contact: indicate cell, pager, or radio (frequency/system/channel)		
	/			
	/			
	/			
	/			
9. Prepared by: Name: Shavitri Phukan Position/Title: OSC Signature: _____				
IRS 004	IAP Page	Date/Time: Date 24/5/2024		

Group 2: Incident Radio Communication Plan (IRS 005),

Incident Response System (IRS): Basic & Intermediate Course

INCIDENT RADIO COMMUNICATIONS PLAN (IRS 005)

1. Incident Name: <i>Landslide and flash flood in Dima Hasar</i>		2. Date/Time Prepared: Date: <i>24 May, 2022</i> Time: <i>8:30 pm</i>		3. Operational Period: Date From: <i>24/05/22</i> Time From:		Date To: Time To:				
4. Basic Radio Channel Use:										
Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talk-group	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (A, D, or M)	Remarks
		<i>communication with local</i>								
1		<i>Radio communication set up (Relief)</i>	<i>VHF (OHF)</i>	<i>communication with local</i>	<i>70.0</i>	<i>Yes</i>	<i>wide</i>	<i>Yes</i>	<i>M</i>	<i>APRO - 10ms set</i>
		<i>1</i>								
2		<i>HAM (S&R)</i>	<i>Channel - (1-5)</i>		<i>1040</i>	<i>Yes</i>	<i>wide</i>	<i>Yes</i>	<i>M</i>	<i>10ms af set.</i>
5. Special Instructions: <i>FLS should be widely used for awareness purpose.</i>										
6. Prepared by (Communications Unit Leader): Name: <i>Prithvish Singh</i>								Signature: <i>Prithvish Singh</i>		
IRS 005								IAP Page		
								Date/Time: <i>24/05/22</i>		

Group 2: Medical Plan (IRS 006)

Incident Response System (IRS): Basic & Intermediate Course

MEDICAL PLAN (IRS 006)

1. Incident Name: DIMA HASAD FLOOD & LANDSLIDE - 2022		2. Operational Period:		Date From: 24/05/22	Date To: Date
				Time From: 18:30 PM	Time To: HHMM

3. Medical Aid Stations:				
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?	
1) Hafung FAT (a) (b) (for responder)	Hafung base	7694120272	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2) Mahur PAT (a) (b)	Mahur	6001252426	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3) Harangzao PAT (a) (b)	Harangzao	9435670086	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

4. Transportation (indicate air or ground):			
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service
1) Hafung - 3nos	Hafung Civil Hospital	8634120501	<input type="checkbox"/> ALS <input type="checkbox"/> BLS
2) Mahur - 1no	Mahur PHC	9864722506	<input type="checkbox"/> ALS <input type="checkbox"/> BLS
3) Maibung - 2nos	Maibung HC	7002127223	<input type="checkbox"/> ALS <input type="checkbox"/> BLS

5. Hospitals:							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
1) Hafung Civil Hospital	Hafung, Yes	9954566810	100 kms	4 hrs	<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2) Mahur PHC	Mahur, Yes	9401237892	120 kms	... hrs	<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3) Harangzao PHC	Harangzao,	9437212050	150 kms	... hrs	<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes Level: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

6. Special Medical Emergency Procedures: → 12 nos of Mobile First Aid Team have been formed for 3 nos of location and for 6 medical medical aid station in alternate shifts for operation days. <input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations/NODAL OFFICER.	
7. Prepared by (Medical Unit Leader): Name: Bijaykeshi Gy. Signature: <i>[Signature]</i>	
8. Approved by (Safety Officer): Name: D. Hatikatesh Signature: <i>[Signature]</i>	
IRS 006	IAP Page
Date/Time: Date 24/05/22	

Incident Response System (IRS): Basic & Intermediate Course

[illegible]

Incident Response System (IRS): Basic & Intermediate Course

1. Incident Name: <u>Baymont Eastlake</u>										2. Operational Period: <u>Day</u>										Date From: <u>5:30 A.M.</u>		Date To: <u>5:00 P.M.</u>															
3. Branch	4. Division, Group, or Other	5. Work Assignment & Special Instructions	6. Resources	7. Overhead Position(s)	8. Special Equipment & Supplies	9. Reporting Location	10. Requested Arrival Time																														
Response Branch Kalyon Division		Removal of Debris	Req 4 Have 3 Need 1	Medical office	Not Required	Near ADO office	5:30 A.M.																														
		Crowd Control Law & Order	Req 2 Have 6 Need 2					Accident Site	5:30 A.M.																												
		Medical Team	Req 2 Have 5 Need 9							Near Birmingham City	6:00 A.M.																										
		Search & Rescue	Req 4 Have 2 Need 2									Near ADO office	5:30 A.M.																								
		Fire Incident Response	Req 8 Have 4 Need 4											Station office	Near ILP	6:00 A.M.																					
		Power Line Restoration	Req 3 Have 1 Need 2														G.M. APDCL	Near Rotary	6:00 A.M.																		
		11. Total Resources Required																		4	2	8	8	10	3	4	6	2									
		12. Total Resources Have on Hand																		3	6	5	4	5	1	2	3	1									
		13. Total Resources Need To Order																		1	2	3	4	5	2	2	3	1									

85

Incident Response System (IRS): Basic & Intermediate Course

[illegible]

88

Group 3: Operational Planning worksheets (IRS 015)

Incident Response System (IRS): Basic & Intermediate Course

Group - 3

OPERATIONAL PLANNING WORKSHEET (IRS 015)

1. Incident Name: <u>Ramgarh Earthquake</u>		2. Operational Period: Date From: <u>17/05/24</u> Date To: <u>17/05/24</u> Time From: <u>7:00 AM</u> Time To: <u>6:00 PM</u>																		
3. Branch	4. Division, Group, or Other	5. Work Assignment & Instructions		6. Resources			SAR Team	Police	AMBULANCE	Medical Team	Medical Supply	Fire Engine	Bomb Truck	Fire Engine	Food & Water	7. Overhead Position(s)	8. Special Equipment & Supplies	9. Reporting Location	10. Requested Arrival Time	
B1	D1 (Killing Area)	① Search & Rescue ② Debris Clearance ③ Medical Aid	Req 4	Have 5	Need 6	Req 2	Have 2	Need 2	Req 2	Have 3	Need 3	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2
B2	D2 (Killing Area)	① Rescue ② Medical Aid	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2	Req 2	Have 2	Need 2
B3	D3 (Killing Area)	① Road clearance	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1
B4	D4 (Killing Area)	① Road clearance	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1	Req 1	Have 1	Need 1
		11. Total Resources Required		12. Total Resources Have on Hand		13. Total Resources Need To Order														
		7		2		5														
		8		3		0														
		9		4		1														
		10		5		2														
		11		6		3														
		12		7		4														
		13		8		5														
		14		9		6														
		15		10		7														
		16		11		8														
		17		12		9														
		18		13		10														
		19		14		11														
		20		15		12														
		21		16		13														
		22		17		14														
		23		18		15														
		24		19		16														
		25		20		17														
		26		21		18														
		27		22		19														
		28		23		20														
		29		24		21														
		30		25		22														
		31		26		23														
		32		27		24														
		33		28		25														
		34		29		26														
		35		30		27														
		36		31		28														
		37		32		29														
		38		33		30														
		39		34		31														
		40		35		32														
		41		36		33														
		42		37		34														
		43		38		35														
		44		39		36														
		45		40		37														
		46		41		38														
		47		42		39														
		48		43		40														
		49		44		41														
		50		45		42														
		51		46		43														
		52		47		44														
		53		48		45														
		54		49		46														
		55		50		47														
		56		51		48														
		57		52		49														
		58		53		50														
		59		54		51														
		60		55		52														
		61		56		53														
		62		57		54														
		63		58		55														
		64		59		56														
		65		60		57														
		66		61		58														
		67		62		59														
		68		63		60														
		69		64		61														
		70		65		62														
		71		66		63														
		72		67		64														
		73		68		65														
		74		69		66														
		75		70		67														
		76		71		68														
		77		72		69														
		78		73		70														
		79		74		71														
		80		75		72														
		81		76		73														
		82		77		74														
		83		78		75														
		84		79		76														
		85		80		77														
		86		81		78														
		87		82		79														
		88		83		80														
		89		84		81														
		90		85		82														
		91		86		83														
		92		87		84														
		93		88		85														
		94		89		86														
		95		90		87														
		96		91		88														
		97		92		89														
		98		93		90														
		99		94		91														
		100		95		92														
		101		96		93														
		102		97		94														
		103		98		95														
		104		99		96														
		105		100		97														
		106		101		98														
		107		102		99														
		108		103		100														
		109		104		101														
		110		105		102														
		111		106		103														
		112		107		104														
		113		108		105														
		114		109		106														
		115		110		107														
		116		111		108														
		117		112		109														
		118		113		110														
		119		114		111														
		120		115		112														
		121		116		113														
		122		117		114														
		123		118		115														
		124		119		116														
		125		120		117														
		126		121		118														
		127		122		119														
		128		123		120														
		129		124		121														
		130		125		122														
		131		126		123														
		132		127		124														
		133		128		125														
		134		129		126														
		135		130		127														
		136		131		128														
		137		132		129														
		138		133		130														
		139		134		131														
		140		135		132														
		141		136		133														
		142		137		134														
		143		138		135														
		144		139		136														
		145		140		137														
		146		141		138														
		147		142		139														
		148		143		140														
		149		144		141														
		150		145		142														
		151		146		143														
		152		147		144														
		153		148		145														
		154		149		146														
		155		150		147														
		156		151		148														
		157		152		149														
		158		153		150														
		159		154		151														
		160		155		152														
		161		156		153														
		162		157		154														
		163		158		155														
		164		159		156														
		165		160		157														
		166		161		158														
		167		162		159														
		168		163		160														
		169		164		161														
		170		165		162														
		171		166		163														
		172		167		164														
		173		168		165														
		174		169		166														
		175		170		167														
		176		171		168														
		177		172		169														
		178		173		170														
		179		174		171														
		180		175		172														
		181		176		173														
		182		177		174														
		183		178		175														
		184		179		176														
		185		180		177														
		186		181		178														
		187		182		179														
		188		183		180														
		189		184		181														
		190		185		182														
		191		186		183														
		192		187		184														
		193		188		185														

Group 4: Operational Planning worksheets (IRS 015)

Incident Response System (IRS): Basic & Intermediate Course

OPERATIONAL PLANNING WORKSHEET (IRS 015)

1. Incident Name:		2. Operational Period: Date From: 10-05-24 Date To: 10-05-24 Time From: 09:00 am Time To: 03:00 pm									
3. Branch	4. Division, Group, or Other	5. Work Assignment & Special Instructions	6. Resources			7. Overhead	8. Special Equipment & Supplies	9. Reporting Location	10. Requested Arrival Time		
Br-I	Div. A (Korean City)	Search and Rescue; MC; RC	Req. 7 Have 5 Need 2	Police 7	Medical Supply Kit 6	SAR Team 5	Generator, Drinking Water Bio-Tolled 5	TCP	from		
Br-II	Div. B (Round Area)	SAR; MC; RC	Req. 5 Have 1 Need 4	Fire Engines 4	Doctors Team 3	3	Generator, Drinking Water Bio-Tolled 3	TCP	from		
Br-I	Div. C (Acid Site)	Rescue and MT	Req. 1 Have 0 Need 1	Ambulance 2	Medical Team 3	1	Generator, Drinking Water Bio-Tolled 1	TCP	from		
Br-I	Div. D (Highway)	Clear Highway Obstructions; Restoration	Req. 1 Have 0 Need 1	Police 1	Medical Team 3	1	Generator, Drinking Water Bio-Tolled 1	TCP	from		
11. Total Resources Required			10	5	9	10	1	2	4	3	
12. Total Resources Have on Hand			6	5	5	5	2	1	2	3	
13. Total Resources Need To Order			4	5	4	5	1	2	1	1	
14. Prepared by:											
Name: _____											
Position/Title: _____											
Signature: _____											
Date/Time: _____ Date _____											

Group 5: Operational Planning worksheets (IRS 015)

OPERATIONAL PLANNING WORKSHEET (IRS - 015)

1. INCIDENT NAME:- RAMGARH EARTHQUAKE		2. OPERATIONAL PERIOD DATE FROM - 16/05/24 DATE TO - 16/05/24 TIME FROM - 10 AM TIME TO - 5 PM																		
3. BRANCH	4. DIVISION OR GROUP OR OTHER	5. WORK ASSIGNMENT		6. RESOURCES		TELECOM ENG.	APDCL	PHE (JE)	NDRF (SAR)	INCIDENT COMM. (IC Team)	SUPERVISORS	POLICE	MEDICAL UNIT	APRO	HEAVY EQUIPT.	SAR	7. OVERHEAD POSITION(S)	8. SPECIAL EQUIPMENT SUPPLIES	9. REPORTING LOCATION	10. REQUESTED ARRIVAL TIME
1	KALYAN CITY	PWD ENG., BDO, PHE, SDRF, MO	Req. Have Need	9 0 5	1 0 1	1 0 1	1 0 1	1 0 1	0 2 1	8 8 0	1 5 1	5 5 1	4 4 1	1 1 1	5 2 1	2 2 1	BDO ASST ASST	Radio Frequency Detector ICP ICP ICP	7.00 AM	
2	RURAL AREAS	CB, SHG	R H N																	
3	VEHICLE ACCIDENT SITE	JCB, Bulldozer MO	R H N	2 0 2	1 0 1	1 0 1	1 0 1	1 0 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1		GAS DETECTOR SPECIALTY TECHNICIAN	6:00 AM	
4	HIGHWAY OBSTRUCTION SITE	TCB, DTO, APRO	R H N	2 2 2	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1	1 1 1		PND(R/B) TECHNICAL SPECIALIST	6:00 AM	
11. Total Resources Required		9	1	1	1	1	1	1	1	1	1	1	1	1	1	1				
12. TOTAL RESOURCES HAVE ON HAND		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
13. NEED TO ORDER		9	1	1	1	1	1	1	1	1	1	1	1	1	1	1				

14. Prepared By: _____
 Name: Group 5 (X)
 Position/Title: GDO
 Signature: _____
 Date/Time: 16/05/24 5 PM

IRS 015

Incident Response System (IRS): Basic & Intermediate Course

1. Incident Name: EARTHQUAKE RAMGARH		2. Operational Period: Date From: 17-05-2024 Time From: 06:00 hrs				Date To: 17-05-2024 Time To: 18:00 hrs			
3. Branch	4. Division, Group, or Other	5. Work Assignment & Instructions	6. Resources		7. Overhead Position(s)	8. Special Equipment & Supplies	9. Reporting Location	10. Requested Arrival Time	
RESPONSIBLE	D1	Restoration of, Comm. Power, Water & Sewer @ SGR	01	02 02 02 02 05	Medical Supply Police Supply Ambulance Medical Supply Tents Search Light	Operating Group Chief Subordinate Supervisors	SA at Kalyan City.	05:00 AM	
	D2	OSR operation @ Medical Aid	01	01 01 01 02 03	Medical Supply Police Supply Ambulance Medical Supply Tents Search Light	Operating Group Chief Subordinate Supervisors	SA at SE Part Ramgarh	05:00 AM	
	D3	Cleaning of Debris @ Contain the area & clear the Chemical.	01	01 01 01 02 03	Medical Supply Police Supply Ambulance Medical Supply Tents Search Light	Operating Group Chief Subordinate Supervisors	SA at SE Part Ramgarh	05:00 AM	
	D4	Restoration of Highway	01	01 01 01 02 03	Medical Supply Police Supply Ambulance Medical Supply Tents Search Light	Operating Group Chief Subordinate Supervisors	SA at SE Part Ramgarh	05:00 AM	
		11. Total Resources Required	03	04 02 02 03 08	01 05 12 09 20 12			14. Prepared by: Group-6	
		12. Total Resources Have on Hand	00	02 01 01 01 04	04 00 01 04 03 00 00			Name: _____ Position/Title: _____	
		13. Total Resources Need To Order	03	02 01 01 02 04	01 04 08 07 20 12			Signature: _____ Date/Time: _____	