

**Proceedings of the Meeting held under the Chairmanship of Sh.D.C. Rana, IAS, Director – cum – Ex Officio Special Secretary (Revenue-DM) on dated 24<sup>th</sup> May, 2024 in his office chamber at HP Secretariat regarding Training & Capacity Building with respect to Disaster Management.**

**The following were present in the meeting:**

1. Dr. S.S. Randhawa, Principal Scientific Officer, DMC / HIMCOSTE
2. Dr. Divya Chauhan, OSD, Directorate of Medical Education & Research, H.P.
3. Dr. Krishan Chand, Training & Capacity Building Specialist, DMC- HPSDMA

At the outset, Dr. Krishan Chand, Training & Capacity Building Specialist, welcomed the Chairperson Shri D.C. Rana, Director-cum-Ex Officio Special Secretary (Revenue-DM), along with the participants. He then outlined the meeting agenda and explained its objectives.

2. Thereafter, Shri D.C. Rana, Director-cum-Special Secretary (Revenue-DM), emphasized that effective hospital disaster management involves preparing, coordinating, and executing plans and protocols to address a range of emergencies and disasters, such as earthquakes, floods, pandemics, fires, and chemical spills, etc. He stressed the importance of implementing Hospital Safety Scheme notified by the Govt. and Training Needs Assessments (TNA) prepared by the HPSDMA (Himachal Pradesh State Disaster Management Authority) and proposed action plan to implement the Hospital Safety Scheme and also developing a training calendar for the department in all the Medical Colleges of the State. This calendar would align with the specific training needs identified in the TNA process. The training would aim at building resilience in Health Sector and would involve conducting of training programs for Master Trainers who would further train all the staff of the Medical Colleges. The training objectives involve building capacity of Medical Education in preparing the system for emergencies and disaster, preparation of Hospital Safety/Disaster Management Plan, conduct of mock drills, conduct of non-structural audit, etc. Under the Hospital Safety Scheme, the structural audit of the Medical Colleges will also be conducted and strengthening activities carried out where ever needed.

3. Based on the discussions, several actionable points and recommendations were proposed for immediate implementation:

- a) The Directorate of Medical Education & Research (DMER) will appoint a Nodal Officer from their Directorate to coordinate various activities related to disaster management and hospital safety.

DMER will also issue directions for nominating a Nodal Officer from each medical college and medical institution. These officers will coordinate all activities regarding hospital safety within their institutions and prepare a disaster management plan for their respective institutions.

- b) DMER will identify a team of doctors from different medical colleges to train them as master trainers who will subsequently train hospital staff.
- c) The Disaster Management components must be integrated into all curriculums for doctors, paramedics, and nurses, with particular emphasis on pre-service training programs and refresher courses.
- d) The State Disaster Management Authority (SDMA) may assist in training Master Trainers, developing training modules, and allocating budgets for these sessions. Specific project proposals for these initiatives should be submitted to the DMC, Department of Revenue.
- e) DMER will coordinate and implement the State scheme for Hospital Safety (Safe Hospitals in Emergencies and Disasters), as notified by the Government of Himachal Pradesh in 2018, to build a safer and disaster-resilient state. This initiative aims to minimize the loss of life, livelihood, and property through proactive prevention, mitigation, and preparedness measures.
- f) Training sessions for master trainers can be scheduled at major hospitals such as IGMC and Tanda Medical College.
- g) Structural audits will be carried out for major hospitals to assess their structural safety from earthquake, landslide, fire point of view immediately. The HP SDMA will mobilize the technical experts for this purpose.

The meeting concluded with expressions of gratitude.

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27/05/24

**DC Rana**

Director cum Ex Officio Special Secretary  
(Revenue-DM) to the Government of Himachal Pradesh

Endst. No. Rev. (DMC) (F) 11-1/2009/VII/2021 (Training - I)

Dated: the

27<sup>th</sup> May, 2024

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