



DISASTER MANAGEMENT PLAN

DEPARTMENT OF SOCIAL JUSTICE AND EMPOWERMENT

GOVERNMENT OF HIMACHAL PRADESH
Shimla 171001

DIRECTORATE OF WOMEN & CHILD DEVELOPMENT (WCD)

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1. ABOUT THE DEPARTMENT

Directorate of Women and Child Development (WCD) was set up in the year of 2011 as a part of the Department of Social Justices and Empowerment to give the much-needed inputs to the holistic development of Children and Women Empowerment in Himachal Pradesh. The Directorate formulates plans, policies and programmes, enacts/amends legislation affecting Women and Child and guide and coordinates the efforts of governmental and non - a governmental organisation working in the field of Women and Child Development.

The main objective of the Directorate of Women and Child Development is a social and economic upliftment of women, children and other vulnerable communities of society that are in moral danger. Under the Department of Social Justices and Empowerment, the Directorate of Women and Child Development is running Integrated Child Development Services Schemes (ICDS) in the state since 1975. The first programme was started in Pooh block. At present, it has been launched in 77 development blocks of the state and a child development project is being carried out in Shimla city. The aim of the programme is to reduce the mortality and malnutrition of children by providing nutrition to children and pregnant women and improving the health and nutrition level of pregnant women.

Following policies of Directorate of Women and Child Development are implemented by the Department of Social Justices and Empowerment through mutual coordination of various departments/stakeholders/coordinators:

- National Policy for Children
- National Policy for Nutrition
- National Policy for Empowerment of Women

1.1 ORGANIZATIONAL STRUCTURE

Under the Department of Social Justices and Empowerment, director head the Directorate of Women and Child Development. Joint director and deputy director assist him in smooth functioning of the Directorate (Figure 1). The directorate has a total sanctioned strength of 1551 posts, out of which only 915 posts are filled whereas 636 posts are lying vacant (status as on 31.12.2014). A total 18386 number of Anganwadi centres and 539 mini Anganwadi centres are functional in the state.

Infrastructures

The directorate had a total 11 number of building assets under its control. The details are provided in the annexure.

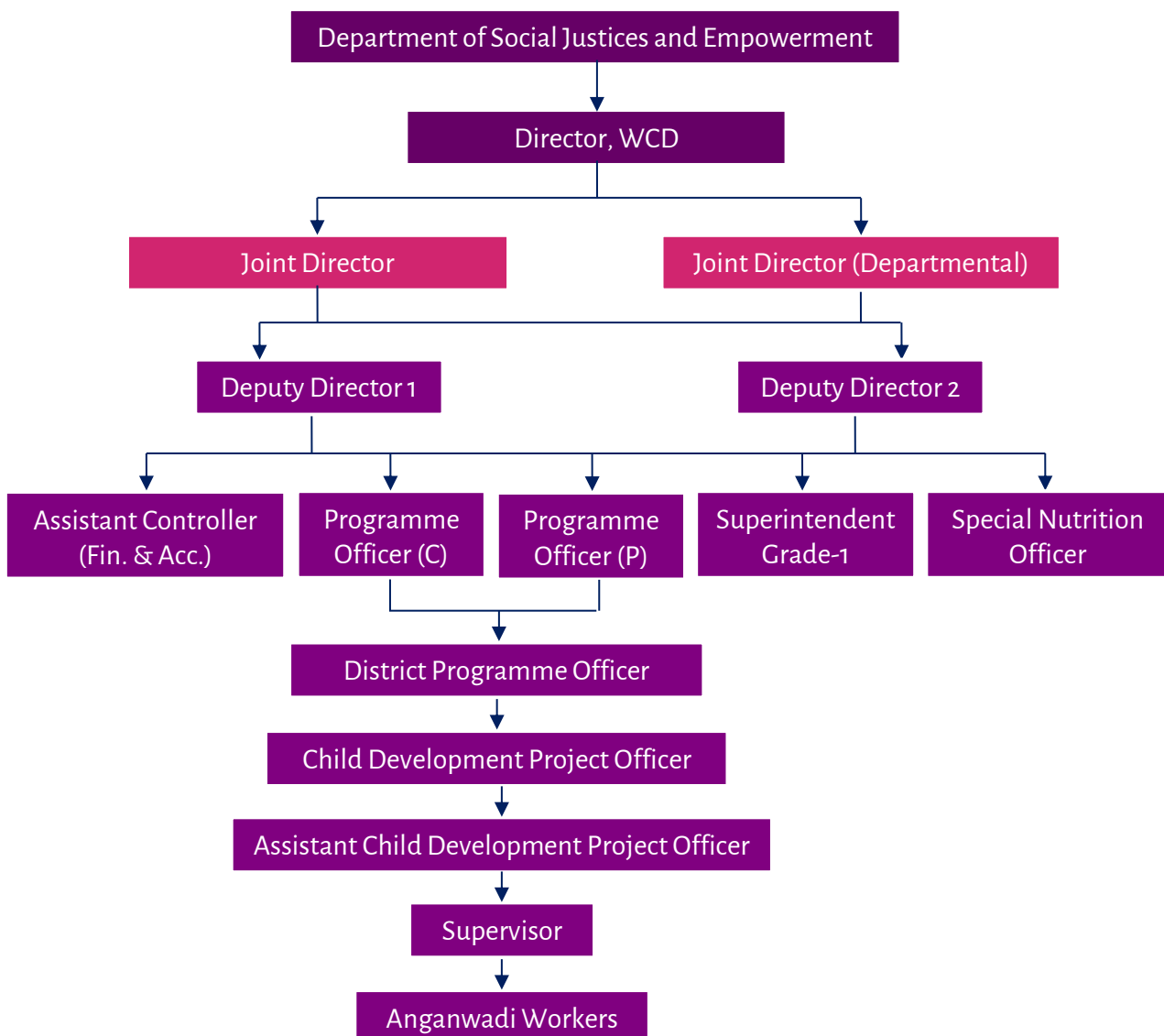
1.2 PURPOSE OF THE PLAN

Women and children are the most vulnerable segment of the community facing the disasters. The vulnerability increases many folds for them if the state lacks systems, procedures and mechanism to manage disasters. The basic purpose of the plan is to provide guidance to the Directorate of Women and Child Development to manage the risks of disasters before, during and after disasters with a multi-hazard approach. Some objectives of the Disaster Management Plan (DMP) for the directorate are:

- To know the standard operating procedures of the department at the time of disaster.

- To assist directorate and concern communities in developing compatible skills for disaster preparedness and management.
- To bring together the information related to equipment, skilled manpower and critical supplies.
- To fix the role and responsibility of each and every officer for disaster preparedness.
- To help directorate to assess its own capacity in terms of available resources and get ready to mitigate any unexpected disaster effectively and to prevent the loss of human lives and property through preparedness, prevention & mitigation of disasters.
- To disseminate factual information in a timely, accurate and tactful manner while maintaining necessary confidentiality.
- To develop immediate and long-term support plans.
- To have response system in place to face any eventuality.

Figure 1: Organizational Set-up of the Department



1.3 SCOPE OF THE PLAN

In accordance with the Disaster Management Act 2005 and Himachal Pradesh Disaster Management Plan 2012, the scope of the plan is to handle certain hazard in the state, which affects the department and the sector as a whole. The DM plan will facilitate the Directorate:

- To take measures for prevention and multi-hazards mitigation by the Departments at the state level as well as local level.
- To reduce response time in organizing the assistance.
- To identify major resources, manpower material & equipment needed to make the plan operational.
- Making optimum use of the combined resources.
- The capacity-building and preparedness measures to be taken;

1.4 AUTHORITIES, CODES, POLICIES

Following are the specific guidelines for the Directorate:

- Child Marriage Prohibition Act 2006
- Protection of Women from Domestic Violence Act 2005
- The Protection of Children from Sexual Offences Act 2012
- Prevention of Sexual Harassment of Women at Work Places 2013
- Juvenile Justice Act 2006
- Himachal Pradesh Marriage Registration Act 1996

For the functions related to Disaster management following guidelines are to be followed:

- Disaster Management Act, 2005
- National Disaster Management Plan, 2016
- Himachal Pradesh Disaster Management Plan, 2012
- National Action Plan on Climate Change
- National Guidelines issued by the NDMA
- Guidelines and provision for State Disaster Response Fund (SDRF)
- Guidelines for administration of the National Disaster Response Fund (NDRF)

1.5 INSTITUTIONAL ARRANGEMENTS FOR DISASTER MANAGEMENT

The State Government has adopted the Disaster Management Act 2005 as enacted by the Govt. of India for providing an effective mechanism for Disaster Management in the State of Himachal Pradesh.

1.5.1 STATE DISASTER MANAGEMENT AUTHORITY

As per clause b of sub-section (2) of Section 14 of the Disaster Management Act 2005, the Himachal Pradesh Disaster Management Authority under the chairperson of the Honourable Chief Minister was constituted on 1st June 2007 with the following persons as a member of the Himachal Pradesh Disaster Management Authority (HPSDMA):

Table 1: Members of State Disaster Management Authority

#	Member	Designation in HPSDMA
1	Hon'ble Chief Minister	Chairman
2	Hon'ble Revenue Minister	Co-Chairman
3	Chief Secretary	Member
4	Principal Secy. (Rev)	Member
5	Principal Secy. (Home)	Member
6	Principal Secy. (PWD)	Member
7	Principal Secy. (Health)	Member
8	Director General of Police	Member
9	Secretary/Additional Secretary (Revenue)	Member Secretary

1.5.2 STATE EXECUTIVE COMMITTEE (SEC)

As per sub-section (1) of section 20 of the Disaster Management Act 2005, the State Executive Committee under the chairmanship of Chief Secretary was constituted by the Government of Himachal Pradesh. SEC coordinates and monitors the implementation of the National Policy, the National Plan and the State Plan in addition to management of disasters in the state. It monitors the implementation of disaster management plans prepared by the departments of the Government of the State and District Authorities.

1.5.3 ADVISORY COMMITTEE OF SDMA

As per Sub Section (1) of section 17 of the Disaster Management Act 2005, the chairperson of Himachal Pradesh State Disaster Management Authority nominates members of the Advisory Committee to assist the Authority and to make recommendations of different aspects of Disaster Management.

1.5.4 DISTRICT DISASTER MANAGEMENT AUTHORITY

As per Section 25 of the DM Act 2005, District Disaster Management Authority has also been constituted in every district of Himachal Pradesh which is chaired by the Deputy Commissioner of the district.

1.5.5 DISASTER MANAGEMENT SETUP IN DIRECTORATE

The WCD Directorate is under the charge of Social Justice & Empowerment Minister. All policy matters and major administrative decisions are generally taken by Department of Social Justice & Empowerment who is assisted by a Secretary (SJ&E) who enjoys full administrative and financial powers regarding department such as sanctioning of various schemes projects and budgeting.

Deputy Director of the WCD Directorate is the nodal officer for disaster management. Till date no separate disaster management cell is established in the Directorate.

Time to time nodal officer and other officials of the directorate attend the disaster management training programmes organised by the state level authorities. In case of an emergency, the Directorate can be contacted on 0177-2622033.

1.6 PLAN MANAGEMENT (IMPLEMENTATION, MONITORING AND REVISION)

Implementation of the Plan

The head of Directorate of Women and Child Development shall be responsible for implementation of the Plan. The Nodal Officer shall coordinate with all stakeholders for implementing the Plan. Annual Progress on implementation of the Plan will be submitted to HPSDMA.

Revision of the Plan

The Disaster Management Plan is a living document. It will be revised on annual basis as per provisions of the DM Act-2005. Any changes in guidelines under the NDRF and SDRF shall be incorporated in the plan as and when such changes are made. The introduction of new technology for hazard risk mitigation shall also be incorporated as when the same is tested and found feasible and acceptable in particular geographical area of the State.

System of Updation

The document shall be updated at the Directorate level with the help of State Disaster Management Authority at least once in a year or as per the requirement. Consultations will be held with the stakeholders for making changes in the Plan. The Nodal Officer shall be responsible for holding consultations and updating the Plan.

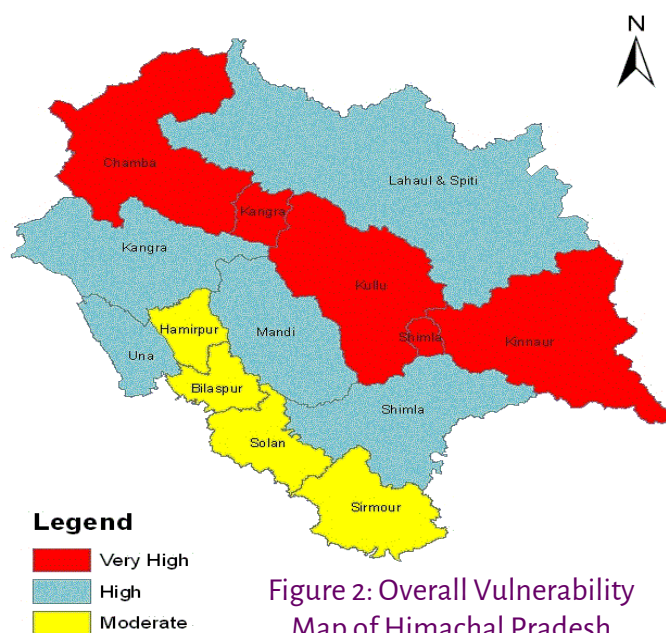
Dissemination of Plan

After finalization of the Plan, a copy will be submitted to the HPSDMA for approval. After approval, it shall be disseminated to all agencies, field offices and other stakeholders. Disaster Management Plan will be uploaded on the website of Directorate of Women and Child Development. Further, whenever it revised / updated, it shall be submitted to HPSDMA for endorsement of changes. The revised Plan shall be shared with all concerned.

2. HAZARD, RISK AND VULNERABILITY ANALYSIS

2.1 RISK ASSESSMENT OF HIMACHAL PRADESH

Himachal Pradesh is a mountainous state situated in the western Himalayas with an elevation ranging from 350 meters to 6000 meters. Thus, there is a great variation in the geo-climatic conditions of the state due to the extreme variation in the elevation. The climate varies from hot and sub-humid tropical in the southern tracts to cold, alpine and glacial in the northern and eastern mountain ranges with increasing elevation. These conditions make the state prone to various hazards both natural and manmade. Main hazards consist of earthquakes, landslides, flash floods, snowstorms and avalanches, droughts, dam failures, fires – domestic and wild, accidents – road, rail, air, stampedes, boat capsizing, biological, industrial and hazardous chemicals etc.



The districts of Chamba, Kinnaur, Kullu and part of Kangra and Shimla fall in very high vulnerable risk (Figure 2). Similarly, districts of Kangra, Mandi, Una, Shimla and Lahaul and Spiti fall in high vulnerable risk status. The district Hamirpur, Bilaspur, Solan and Sirmour falls in moderately vulnerable risk status. The disaster management strategies and infrastructure required to be evolved by taking the factor of vulnerability into consideration.

2.2 ASSESSMENT OF SECTORAL AND DEPARTMENTAL RISKS

The sectoral risks of disasters consist of the risks for the entire sector that the department represents whereas, the departmental risks of disasters consist of the risks arising out of the exposure of vulnerable departmental assets to the natural or manmade hazards. The sectoral risk of Directorate of Women and Child Development comprises the overall potential risks to the women and children due to certain hazard in the state. The impact of a disaster can be categorised as direct, indirect or tertiary. Apart from the public health and nutrition consequences of disasters, such as epidemics and the threat to the food supply, disasters also have negative economic consequences. There is a negative impact on the livelihood of the people thus reducing the livelihood sources in rural areas. Loss of income increases poverty levels which gives rise to the following social problems:

- Increase in trafficking of girls and women
- Increase in malnourishment and undernutrition
- Migration and mass exodus in search of income & livelihood
- Physical and mental abuse of women
- Reduction in family planning methods
- Increase in contagious diseases, skin infections, sexually transmitted infections etc.
- Increase in cases of missing children and women

- Separation of families
- Rise in crime rates

Any certain hazard which adversely impacts the state and its inhabitants will also be threatening to the sector of Directorate of Women and Child Development. Some of the hazards are discussed below:

2.2.1 EARTHQUAKES

Himachal Pradesh is seismic sensitive state as over the years a large number of the damaging earthquake has struck the state and its adjoining areas. Large earthquakes have occurred in all parts of Himachal Pradesh, the biggest being the Kangra earthquake of 1905. The Himalayan Frontal Thrust, the Main Boundary Thrust, the Krol, the Giri, Jutogh and Nahan thrusts are some of the tectonic features that are responsible for shaping the present geophysical deposition of the state. Chamba, Kullu, Kangra, Una, Hamirpur, Mandi and Bilaspur Districts lie in Zone V i.e. very high damage risk zone and the area falling in this zone may expect earthquake intensity maximum of MSK IX or more. The remaining districts of Lahaul and Spiti, Kinnaur, Shimla, Solan and Sirmour lie in Zone IV i.e. the areas in this zone are in high damage risk with expected intensity of MSK VIII or more.

2.2.2 LANDSLIDES

Landslides are one of the key hazards in the mountain regions particularly in the state of HP which cause damage to infrastructure i.e. roads, railways, bridges, dams, bio-engineering structures, and houses but also lead to loss of life, livelihood and environment. According to the analysis carried by TARU in 2015, 6824 villages of the state falls under high landslide risk zone whereas 11061 villages are in the medium risk zone. 824 villages are in low-risk zone of landslides.

2.2.3 FLOODS

In Himachal Pradesh, flash flood due to cloudburst is common phenomena. The state experiences riverine flooding of varied magnitude almost every year and Sutlej and Beas are most vulnerable rivers. All the villages and property inside the floodplain and near close vicinity are in the vulnerable zone. According to TARU report (2015), about 59 villages in Beas basin and 280 villages in Sutlej basin are potentially at risk due to inundation caused by river flooding.

2.2.4 DROUGHT RISK

The results of TARU report show that the once in 10-year rainfall can be significantly lower than the median rainfall. Nearly half the state gets less than 1200 mm of annual median rainfall. Given the high slopes and skeletal soils, the moisture retention is likely to be low and regular and frequent rainfall is required for water-demanding crops.

The report also indicates that almost all parts of the state except region around Shimla face medium to high drought risks in monsoon rainfall. Shiwalik region of Hamirpur faces summer water shortages due to lack of any perennial sources. Since the soils in Hamirpur and Sandy and shallow, the meteorological droughts can translate into agricultural droughts. In the high-risk zone, the once in 10-year drought may be nearly two-thirds of the median monsoon rainfall, which can cause severe distress to the rainfed crops and flowers.

2.2.5 FOREST FIRES

Forest fires are an annual and widespread phenomenon in the state. Most fires are witnessed during summers when the forests become littered with dry senescent leaves and twinges thereby increasing the probability of starting and spreading of fire. According to TARU report (2015), 11720 sq. Km area of the state comes under very high vulnerability for forest fires. 9891 sq. Km falls under the high-risk zone of a forest fire.

2.2.6 DISEASE EPIDEMIC

In certain circumstances disaster does increase the potential for disease transmission. However, it does not usually result in an outbreak of infectious diseases. Faecal contamination of water and food frequently increases the outbreak of disease. The risk of communicable disease is proportional to population density and displacement. In the long run, an increase in vector-borne diseases may occur in certain areas as the insecticides may be washed away and the breeding sites of mosquitoes may increase.

Table 2: Types of Hazard, its Stimulus and Possible Outcomes

Hazard	Stimulus	Outcome
Flood	Increased frequency and intensity of rainfall	Damage to buildings; Feeding interruption; Affects health & nutrition of the beneficiaries; Disruption to road transport affects food procurement; Waterborne diseases; Drowning and missing cases; Loss of property; Damage to Institute buildings.
Earthquake		Extreme damage to life and property; Severe injuries leading to disabilities, stress, psychosocial effects; Loss of livelihood; Feeding interruption.
Landslides	Heavy rainfall, cloudburst	Extreme damage to life and property; Severe injuries leading to disabilities, stress, psychosocial effects; Loss of livelihood; Feeding interruption
Drought	Less rainfall and water shortage	Food insecurity, water scarcity, Malnourishment, migration.
Disease Epidemics	Diarrhoea, malaria, dengue, measles, bird flu etc.	Loss of lives particularly those of children.

The hazards, which increase the vulnerability of the directorate and hamper the functioning of the department, are discussed in table 3.

Table 3: Hazards Vulnerability of the Directorate

#	Hazard	Risk
1	Earthquake	Very High Risk: Limited awareness, preparedness and structural weaknesses of the buildings reveal very high vulnerability to the earthquake.
2	Flood	High Risk: Topography of Himalayan river valleys, glacial fed rivers, can obstruct the functioning of the directorate.
3	Cloudburst	High Risk: Impact of cloudburst is dual. It leads to landslides and flash floods.
4	Landslide	High Risk: Landslides pose risk to buildings and disruption in road and communication network. Landslides also choke rivulets and form temporarily lakes. When these lakes burst causes flash floods.
7	Fire	Medium Risk: Fire due to electrical short circuits or any other means can cause immense losses to the directorate.

2.3 ASSESSMENT OF CAPACITY GAPS AND NEEDS

The Directorate of Women and Child Development has good coordination and convergence with the Health & Family Welfare Department for medical support and referrals during the disasters and with Panchayat Raj Dept. for relief & rehabilitation. The frontline human resources of both these departments, particularly the AWWs, ANMs & ASHAs, work in tandem along with the community level committees Jaanch Committees / Mothers Committees etc. to mitigate the situation.

Directorate of Women and Child Development is having a well-developed network for providing its services to the beneficiaries. But during natural calamities like flood, landslides, earthquake and disease epidemic the institutional network get disrupted. Awareness and capacity building needs to be provided on subjects related to degree and intensity of disaster (limited to low and medium magnitude).

There is a need to prepare a standard and uniform disaster operation procedure in the department to deal in various situations. The department personnel are not adequately trained regarding management and mitigation of different type of disasters including relief, rescue and rehabilitation. Adequate financial powers are needed to be vested to manage the crisis.

The adaptive capacity like technology, infrastructure, information, knowledge, skill, social capital, economic wealth, an institutional mechanism to cope up with potential outcomes is high in case of flood, landslide and disease epidemics. But in case of an earthquake and manmade disasters which may happen suddenly without any prior indication, it is low.

3. RISK PREVENTION AND MITIGATION

3.1 RISK PREVENTION

Most of the fatalities and economic losses occur due to the poor construction practices, lack of earthquake-resistant features of the school buildings and low awareness about disasters among people. In order to estimate and quantify risk, it is necessary to carry out the vulnerability assessment of the existing school / college building stocks and other infrastructure. Identification of the hazard, undertaking risk avoidance measures, a mechanism for alerting in time / providing warnings, keeping emergency plans ready are some of the aspects of preparedness plan for prevention and mitigation of the disasters.

At present, there is no adequate awareness and capacity to plan for the preventive measures in order to deal with various prospective disaster situations at different levels of functionaries. Further, a clear chain of communication and command within the department is lacking at present to trigger immediate and well-coordinated efforts towards prevention and mitigation actions at the department level. Considering these gaps, the department proposes to take up following key activities with respect to the prevention, mitigation and preparedness plan.

- **Capacity building of key functionaries:** One-day bi-annual training / sensitization for developing a basic understanding of different hazards, their predictability, response time available, their impact and precaution and preventive measures to be taken.
- **Awareness generation among students of the educational institutions / hostels:** Department with the help of the respective DDMA can participate in annual mass awareness programs conducted at district level. Making available the basic equipment / aids for disaster prevention / mitigation at the establishments / institutions of the department and mapping of necessary resources for disaster prevention / rescue operations and identifying the gaps therein.
- **Yearly assessment of physical infrastructures and safety measures available:** All buildings of the department are evaluated under a safety and security plan to identify the potential risk of structural damage, fire threat due short-circuiting etc. The safety evaluation report will be examined at district / state level by the competent authorities for necessary action.
- **Integration of disaster preparedness activities in the on-going development plans and projects:** To ensure that the guidelines issued by the Revenue Department - DM Cell are integrated into the newly formulated as well as on-going development plans and projects of the Department.

3.2 RISK MITIGATION

Risk mitigation is reducing the risks of disasters that are already there due to exposure of vulnerabilities to the hazards. Mitigation projects reduce the level of exposures or the depth of vulnerabilities or both through a combination of various structural and non-structural measures.

The primary objective of mitigation efforts would be:

- To identify, delineate and assess the existing and potential risks and to work towards reducing potential causalities and damage from disasters.
- To substantially increase public awareness of disaster risk to ensure a safer environment for communities to live and work.
- To reduce the risks of loss of life, infrastructure, economic costs, and destruction that result from disasters.

In view of the prevailing risk and the vulnerabilities perception, the mitigation measures proposed have been categorized under following five major groups:

- **Risk assessment:** Risk information should be provided to concern stakeholders on time and for that, the directorate should do a proper risk assessment.
- **Construction work:** All the newly constructed assets should follow the building by-laws of the state.
- **Repair and maintenance:** The directorate should do retrofitting and renovation of the lifeline buildings.
- **Research and technology transfer:** The directorate should identify and interact with research institutions to evolve mitigation strategies both structural and non-structural.
- **Training and capacity building:** Training programs about the awareness of disaster with respect to agriculture can be planned at the village level.
- **Communication arrangements:** A good communication system is a prerequisite in the disaster mitigation.

3.3 MATRIX OF HAZARD SPECIFIC MITIGATION MEASURES

HAZARD	MITIGATION MEASURES	
	STRUCTURAL	NON-STRUCTURAL
Earthquake	<ul style="list-style-type: none"> • Undertaking mandatory technical audits of structural designs of infrastructure under directorate by the competent authorities. • Retrofitting and reinforcement of old and weak structures. • Assessing the seismic risk and vulnerability of the existing built environment by carrying out structural safety audits of all critical structures. 	<ul style="list-style-type: none"> • Seismic hazard risk mapping pertaining to departmental assets. • Developing appropriate risk transfer instruments by collaborating with insurance companies and financial institutions.
Floods, Flash Floods and GLOF	<ul style="list-style-type: none"> • Along with DDMA, the directorate should demarcate the flood-prone area and no construction related to the department should be done there. • Open space for emergency construction of sheds etc. shall be left to the extent possible. 	<ul style="list-style-type: none"> • Flood mapping pertaining to departmental assets. • Mitigation plan should be in place to safeguard the directorate infrastructure / inhabitants from the flash flood.
Landslides	<ul style="list-style-type: none"> • Risk audit of the infrastructure • Selecting alignments for construction of structures which are less prone to landslides. 	<ul style="list-style-type: none"> • Landslide hazard risk mapping pertaining to departmental assets.
Fire	<ul style="list-style-type: none"> • Open space for emergency exit in the case of fire. • Fire extinguishers should be installed on each floor. Four numbers of fire extinguishers are installed in the directorate office. • Replacement of dilapidated electrical wires. 	<ul style="list-style-type: none"> • Fire safety mock drill.

3.4 STRATEGIES FOR RISK PREVENTION AND MITIGATION

Checklist of action to be taken by the Directorate to deal with various disasters arising out of negligence, poor management etc.:

- Public awareness through IEC activities and display of DM plans in all AWCs & Institutions.
- Kitchen workers in the hostels will be provided training with regard to safety from LPG to prevent the LPG leakage gas hazard.
- Staff members at village level will be provided training in emergency response, evacuation and awareness generation.
- Mass awareness programme shall be conducted through different audio-visual media to sensitize the community as well as the functionaries.
- The DM Plan with responsibilities and checklists to be displayed in all AWCs and Institutions.
- The capacity of the Cluster Resource Centre level Disaster management team will be build time to time so that they regularly inspect the food served to the students / working women in the hostels so that food poisoning hazards could be averted.
- Proposal for providing fire extinguishers in hostel / AWCs will be submitted to the Government for approval so that first aid measure could be made available in each school to extinguish the LPG cylinder if such incident happens.
- First aid box will be provided in each AWCs / hostels with the coordination of Health & Family welfare department.
- All such AWCs / hostels prone to landslide hazards will be provided retaining walls/breast walls.
- Prepositioning of supplies and demarcation of areas and spaces where temporary services can be provided.
- Each category of personnel shall be made aware of their responsibilities to avoid any kind of confusion during disaster management.

The Departments that do not usually have adequate budgetary allocations on risk mitigation may have to develop strategies for risk prevention and mitigation for short, medium and long-term basis. The National and State policies, Guidelines and Plans on disaster management shall provide strong justifications and support for such investments. The Departments should make use of these instruments for justifying their proposals for risk prevention and mitigation projects. Otherwise, the Departments have always the opportunities for mainstreaming disaster risk reduction in the existing programmes, activities and projects.

4. MAINSTREAMING DISASTER RISK REDUCTION IN DEVELOPMENT

4.1 POLICY FRAMEWORK ON MAINSTREAMING

Disaster Management Act has stipulated that DM Plans of the Departments of State Government shall integrate strategies for prevention and mitigation of the risks of disasters with the development plans and programmes of the department. The State Policy on Disaster Management, following the National Policy, prescribed 'DRR Mainstreaming' in the following words:

"The DRR issues would be mainstreamed in development plans, programmes and policies at all level by all the departments, organisations and agencies. It would be ensured that all the development programmes and projects that originate from or funded by Government are designated with evident consideration for potential disaster risks to resist hazard impact. That all the development programmes and projects that originate from or are funded by Government do not inadvertently increase vulnerability to disaster in all sectors: social, physical, economic and environment. It would also be ensured that all the disaster relief and rehabilitation programmes and projects that originate or are funded by Government are designed to contribute to development aims and to reduce future disaster risk."

The Himachal Pradesh State DM Plan 2012 has one full chapter on 'Mainstreaming DM Concerns into Development Plans/Programmes/Projects'. The Plan has proposed strategies for integration and mainstreaming DRR into a few flagships national programmes in the sectors of rural and urban development, education, health and public works department. Some of these programmes have undergone changes in the recent years but the strategic entry points for mainstreaming DRR in development plans remain the same. Concerned Departments may, therefore, incorporate structural and non-structural measures for disaster risk reduction into the projects according to the contexts of local situations within the broad framework and guidelines of the programmes. For example, construction of school buildings under Sarva Siksha Abhiyaan may conform to the standards of seismic safety even if this involves higher costs. If the guidelines of the programme do not permit higher costs, the State Government may bear the additional costs involved from their own sources. Therefore, mainstreaming may involve innovative adaptation of national programmes according to local contexts for disaster reduction. Many State Governments have made such innovative adaptations, which the Departments may like to consider on their merits.

With the abolition of Planning Commission and devolution of higher tax revenue to the States, many central sectors and centrally sponsored plan programmes are undergoing changes. The State Governments shall, therefore, have greater freedom to design state specific development programmes and projects. This will create new opportunities for disaster risk reduction. Therefore, the Departments are advised to propose specific programmes of disaster risk reduction in their respective sectors, based on the assessment of risks in their sectors and the likely benefit of such programmes.

Every Department of the State Government implements state-level development programmes that provide good entry points for mainstreaming DRR in development. The Departments may, therefore, explore the possibilities of mainstreaming DRR in as many existing programmes and projects as possible. This will ensure that existing development projects are not creating any new risks of disasters; on the contrary, the projects are designed in such a manner that these would facilitate the process of risk reduction without any significant additional investments.

4.2 MAINSTREAMING DRR IN PROJECT CYCLE MANAGEMENT

The best way to ensure that DRR is mainstreamed into the development projects is to integrate this into the Project Cycle Management (PCM). PCM is the process of planning, organizing, coordinating, and controlling of a project effectively and efficiently throughout its phases, from planning through execution, completion and review to achieve the pre-defined objectives at the right time, cost and quality. There are six phases of PCM - programming, identification, appraisal, financing, implementation and evaluation. The first three phases are the initial planning phases of the project, which provide key entry points for mainstreaming.

Among the various toolkits available for mainstreaming DRR in project cycle management the following may apply with relative ease in Himachal Pradesh.

4.2.1 MARGINAL INVESTMENT ANALYSIS

Existing investments can be so designed and calibrated that these do not exacerbate the latent risks or create new risks of disasters. Incorporation of elements of risk resilience in the concept, design, management and evaluation of existing and new programmes, activities and projects may necessitate additional investments. The tools of marginal investment analysis are used to determine the effectiveness of such additional investments for disaster risk reduction. For example, school, hospitals, roads, bridges and buildings, can be so designed that with marginal additional investments these structures may become resistant to the hazards of earthquake or landslides. The marginal higher costs in earthquake-resistant buildings are 2.5% for structural elements and 0.8% for non-structural elements, but the benefits are higher than the replacement costs of these structures if these collapse in earthquakes.

4.2.2 MULTI-PURPOSE DEVELOPMENT PROJECTS

The projects can be designed with dual or multi-purpose that can reduce the risks of disasters and at the same time provide direct economic benefits that would enhance both cost-benefit ratio and internal rate of return and justify the costs of investments. One of the most common examples of such multiple purpose development projects are large hydroelectric projects that generate electricity, provide irrigation and at the same time protect downstream locations from the risks of floods. Many innovative multi-purpose projects can be designed that can offset the costs of disaster risk reduction.

4.2.3 CHECK LISTS FOR DISASTER RISK REDUCTION

The government of India issued a notification in 2009, which makes it mandatory for any new project costing more than Rs. 100 crores to have a *Check List for Natural Disaster Impact Assessment* before it is approved. These checklists provide complete information on the hazards, risks and vulnerabilities of the project. These include not only the probable effects of natural disasters on the project but also the possible impacts of the project in creating new risks of disasters. The costs involved in the prevention, mitigation of both types of impacts can be built into the project costs, and accordingly, the economics and viability of the project can be worked out. Similar checklists for DRR can be followed in large development projects of the Departments.

Integration of DRR into development plans and projects

- The directorate would ensure that all its buildings like AWCs, to be constructed using resilient design and material. The buildings and space being currently used as AWCs must be checked for its resilience and safety regularly.
- The directorate will promote that the SHGs, GKS, Jaanch Committee and volunteers assist during an emergency.
- The departmental training centres will integrate disaster management training in their training calendar.
- All IEC materials and programmes would ensure to integrate messages on disaster management. Steps will be taken for preparing information templates and monitoring checklists for monitoring and reporting.

5. DISASTER PREPAREDNESS

Disaster preparedness has been defined as “the state of readiness to deal with a threatening disaster situation or disaster and the effects thereof”. The Directorate may review their “state of readiness” and prepare a strategic action plan to deal with possible disaster situations.

5.1 STRATEGIES FOR DISASTER PREPAREDNESS

A critical component of preparedness is education and training of officials and the communities at risk, training of intervention teams, the establishment of standards and operational plans to be applied following a disaster.

The measures and investments would be undertaken to ensure effective preparedness to respond to any disaster are given below in Table-4.

Table 4: Measures and Investment Required for Strengthening Different Components

#	Particulars	Measures required
1	Strengthening of control room	The Control room at State level and district level shall be well equipped with communication facilities like telephone, FAX, Internet, Computer, Printer, Inverter, stationeries etc.
2	Coordination	Mobility support for movement of departmental personnel to the affected areas as per the requirement, the vehicle and fuel cost support shall be provided by the Directorate of WCD. National Social Service, National Cadet Corps, Nehru Yuva Kendras, local SHGs and NGOs working for departmental schemes will be encouraged & roped in to support the cause of beneficiaries in distress.
3	District specific disaster management plan	All districts shall make vulnerability analysis as per categories and accordingly the Directorate of WCD is responsible to prepare a district-specific plan. The same will be submitted to District Collector to be incorporated in the District Disaster Management Plan.
4	Emergency stock of Supplies and Medicine Kits	At the district level, emergency stock of essential medicines will be pooled in from Department of Health and Family Welfare and supplied to each project / sector level to mitigate any disaster event.
5	Financial preparedness	Department will ensure that advance payments are given to the DSWOs, CDPOs, AWWs & SHGs for avoiding any disruption in services and continuity with relief activities.

Preparedness at the AWC level

- All care for pregnant, lactating women, children, old, infirm and persons with disability and evacuation to safe places.
- It must be ensured that there are adequate foodstuff and medical care for each of them.
- The data on each category will be collected by the District Programme Officer and share with the State.
- The delivery date of pregnant women will be ascertained and linkage must be made with the nearest hospitals for delivery and care of a newborn.
- All institutions housing children, special schools for children with disability, old homes and hostels must be surveyed to ensure that there is adequate food stock, provision of medical care and transport in case of requirement and in case there are any dilapidated buildings, they must be evacuated and shifted to safe places.
- Take Home Ration (THR) should be available in relief camps and villages where there is no evacuation.
- Psychiatric, social care, support and counselling of the distressed.

6. DISASTER RESPONSE AND RELIEF

6.1 RESPONSE PLAN

The response plan of the Directorate includes the design of actions based on Standard Operating Procedures and tested through mock drills and exercises that would be initiated on a trigger mechanism based upon the impending or actual occurrence of an event of a disaster. The response plan should provide detail with the logistic, financial and administrative support necessary for discharging these functions and the manner in which these functions shall be discharged.

Trigger Mechanism for Response

At the Directorate level, a Control Room would be set up and it will be activated to function round the clock in event of any impending/ sudden disaster. This control room will act as a coordination point between District and Tehsil level nodal officers to source information from the field and pass on the necessary information to the relevant authorities at the State level for triggering response for prevention, mitigation, rescue and relief operation as the case may be. The District Nodal Officer will furnish a daily report to the State Nodal Officer on the important messages or need assessment received from the field, action is taken thereon and any additional support required from the State, which further will be the responsibility of the State Nodal Officer to pass the information to State Emergency Operations Center.

Early Warning Dissemination and Response Plan

Preparedness	Pre (after Warning)	During Disaster	Post Disaster
WCD State Control Room			
<ul style="list-style-type: none"> Setting up Control Room and ensuring round the clock functioning Assignment of duties to the District Level officials and CDPO / BDO Arrangement of vehicles and public announcement system Early warning to AWWs, CPC & GKS for further dissemination Ensure proper maintenance and functioning of warnings & communication systems 	<ul style="list-style-type: none"> Coordination with District officials and CDPO/ BDO Ensure the announcement system for warning dissemination Ensure proper maintenance and functioning of systems 	<ul style="list-style-type: none"> Dissemination of information regarding status of the disaster & submission of report to state, and media 	<ul style="list-style-type: none"> Providing information about the precedence of disaster and information about the relief and rehabilitation programme undertaken by the district administration.
WCD District and Block Control Room			
<ul style="list-style-type: none"> Institution wise keep update record of children, pregnant women, Lactating women, PwDs, old & infirm etc. List out the staff with contact address 	<ul style="list-style-type: none"> CDPOs, Supervisors, AWWs will be directed to join Head Quarter 	<ul style="list-style-type: none"> Arrangement of medical help Coordination of the information and keeping a strict vigil over 	<ul style="list-style-type: none"> Damage assessment Identification of areas for clearance

<ul style="list-style-type: none"> • Stock position of the food and other materials in AWCs • ANMs / male health workers / volunteers / taskforces / Anganwadi workers for use and providing minimum health services to the community. • Coordinate with CHC / PHC for arranging mobile health unit for inaccessible areas • Treatment of drinking water sources thrice before flood season at least, one month before • Site visit and report preparation • Awareness generation for using bleaching • Helping BDO during emergency • Supply of drinking water during emergency 	<ul style="list-style-type: none"> • Settings of a Control Room and • Delegation of duties/Area distribution • Request BDO for requisition of vehicle • To inform all its staff members to report their respective headquarters 	<p>the situation and act accordingly.</p> <ul style="list-style-type: none"> • Maintenance of record for information generation and dissemination. • Co-ordinate with District Administration 	<ul style="list-style-type: none"> • Delegation of team • Monitoring of work • Proposal to the government for repair and restoration
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Role and Responsibilities

- **State Level:** Joint Director to be the Nodal Officer to coordinate with HPSDMA, related departments & media.
- **District Level:** District Programme Officer will be the point of coordination with Collector, Emergency Officer, NGOs, and Media and will function as an interface between the department and district & block level functionaries.
- **Block level:** CDPO will be the point of coordination with DSWO, block authorities, Block CPCs, AWWs, GKS & Village CPCs.
- **Gram Panchayat Level:** Concerned Anganwadi Supervisors to coordinate with PRI members, AWW, ANM, Village CPC & GKS
- **Village Level:** AWW, Village CPC & GKS

Appointment of Nodal Officers

Joint Director will be the nodal officer at the state level and will be supported by Deputy Director & Controller (Finance) and an Officer on Special Duty. Directorate of WCD will serve as a support agency for regulating relief operations with the help of NSS, NCC, Scout and Guide, Rangers and Rovers during the disaster. The department will also assist the District administration for spreading the information of do's and don'ts to the people of the affected areas. The District Programme Officer will be the nodal officer at the district level to perform emergency support functions.

Roles and responsibilities of the nodal officers: Roles and responsibilities of the nodal offices are as under:

1. Act as the focal point for disaster management activities of the department. The department may ensure that he / she has the mandate to work immediately without waiting for directions from the higher authorities. This will save time.

2. Provide his/ her contact and alternate contact details to SDMA/DDMA and Revenue Department, State and District Emergency Operation Centre, all line departments and agencies.
3. Accountable to any communication/actions related to disaster management of the department.
4. Take lead to prepare the department disaster management plan, Emergency Support Function (ESF) plan and Standard Operating Procedure (SOP).
5. Coordinate with DDMA/SDMA for relief and response
6. Provide regular information on disaster or task assigned to him to SEOC/ Revenue Department during and after disasters in consultation with the department head.
7. Attend Disaster management meeting, training, workshops or any related programme on behalf of the department.
8. Identify an alternate nodal officer and build his/her capacity.
9. As per the need of the department, set up a control room and assign another official (s) for control room duty.
10. Identification and staffs for deployment on-site operation centres (on-site control room during a disaster)
11. In consultation with the department, make an arrangement of an alternative communication system for the department.
12. Mobilise resources for disaster response activities as per the resource inventory put in the department DM Plan if it is needed by the department or other line departments.
13. Organise regular awareness programmes in the department.
14. Organise the periodic mock drills at least twice a year as per the suitability of the department and update the plans at all levels and ensure participation of the department in mock drills of other agencies and other departments.
15. To have a liaison with other departments and functionaries working in the field of DM.

6.2 DISASTER RELIEF AND REHABILITATION

Relief measures will vary with the nature and degree of natural calamity. Information on the amount of damage done will help in deciding the extent of relief, reconstruction or rehabilitation. Directorate WCD should make arrangement for food, water, medicine, clothes, tents, teaching aids, books, alternative lightening system etc. The detailed loss of life and property will be assessed immediately after the completion of rescue operations. The following measures may require being taken in the event of a calamity:

1. Evacuation of the women and children to a safer place;
2. Arrangement of shelter accommodation for the children who lost their families;
3. Arrangement for medical facility;
4. Provisions of Free ration or kitchen for a certain period of time;
5. Arrangement of safe drinking water;
6. Provision of beddings like blankets and clothing to the victims;
7. Arrangements for teaching aids;
8. Informing the relatives of the women and children who have been affected;
9. Processing the cases of deaths or injuries for relief assistance;
10. Provision of Sanitation and public health measures like Spraying of medicines, disinfectants should be undertaken;
11. Provision to cope with the hostile climatic conditions;
12. Special arrangements for girls or especially able children;
13. Provision of funds for reconstruction or repair of institutional buildings.

Protocol in Relief Camps

- There should be facilities for privacy to be arranged for pregnant women, lactating mothers in the identified temporary shelters.
- Stock adequate THR well in advance in the relief camps.
- All relief dry food (THR) should reach women, children and the aged.
- Begin distribution of cooked food as soon as possible.
- Provision of safe drinking water and temporary toilets in coordination with other line departments.
- Immediate first aid & medical care if required would be provided in coordination with Health Dept.
- Delivery kits, sanitary napkins & emergency medicines to be kept ready for pregnant women & adolescent girls. Gaon Kalyan Samiti (GKS) funds may be used to maintain sanitation & hygiene to prevent epidemics.
- Protection of women against violence & abuse in coordination with GKS / SHGs & Jaanch Committees.
- Psycho, social care, support and counselling of the distressed.
- Co-ordination with Health Dept. for Emergency Obstetrics & New Born Care.
- AWW, and CPC will keep a vigilant eye on the child protection issues for e.g. trafficking, physical and sexual exploitation, child labour etc.
- Care and support to old and infirm and PwDs / CWSNs as per their specific needs Volunteers / NGOs shall be encouraged to facilitate the same.

Rehabilitation of Children

Depending on the report of the District Programme Officer and efforts in tracing the family, the WCD must give its final decision, in writing. If the family is in a position to take care of the child, and the child is willing, the child may be handed over after proper counselling of the parents.

In case the family is not traced out or the child does not want to go back to the family, a long-term plan for rehabilitation through transfer to a fit institution that offers long-term care and is able to meet the developmental needs of the child. Arrangements for individual care plan such as sponsorship, foster care, and adoption could also be made.

The staff of the children's home meant for these children must be sensitized to the needs of the child. Every effort must be made to treat the children at par with other children in the home. The child must not be discriminated because of her / his ability.

An appropriate educational and rehabilitation programme needs to be initiated, in consultation with specialists such as special educators, occupational therapists, physiotherapists, speech and language therapists, communication therapists, counsellors etc. Required aids and appliances should be provided for the child.

If the child's residence is in a different State then after verification of the information given by the child, the Nodal department of the State, WCD / local Child Helpline should be informed of the details given by the Child. CWC can send the child to the CWC of the source district, with intimation to the nodal department (DWCD) with the support of the Child Helpline / DCPS / SJPU and police.

7. DISASTER RECOVERY AND RECONSTRUCTION

7.1 DISASTER RECOVERY

The process of recovery from small-scale disasters is usually simple. Recovery operations get completed almost simultaneously with the response, relief and rehabilitation. However, in medium and large disasters involving widespread damages to lives, livelihoods, houses and infrastructure, the process of recovery may take considerable time as the relief camps continue till houses are reconstructed. Often intermediary shelters have to be arranged before the permanent settlements are developed. Therefore, some of the Emergency Support Functions of recovery of the sector may continue for months. Departmental DM Plans should anticipate eventualities of longer duration recovery operations.

7.2 DAMAGE AND LOSS ASSESSMENT

A rapid assessment would be launched after receiving instructions from the Collector as soon as possible but not later than 24 hours after the onset of any disaster. Following the assessment, immediate response plan will be prepared at district level under the guidance of Collector and compiled by Directorate WCD in close coordination with Emergency Officer.

The rapid assessment would at least include, not limited to, the following:

- Loss of life
- Loss of Assets
- Damage to Infrastructure
- Loss of food materials, registers etc. of AWC & Institutions
- Situation of women and children in the community
- Issues of child protection
- Situation of old & infirm and PWDs
- Check-up availability of food (THR and others) and kerosene / fuel at AWCs, block headquarters, SHGs and other inaccessible pockets.

7.3 DISASTER RECONSTRUCTION

Post-disaster construction provides an opportunity for 'Building Back Better' so that the reconstructed assets are able to withstand similar or worse disasters in future. It is difficult to anticipate such reconstructions as these would depend on the types and location of the disasters and the nature reconstructions to be made, which would be known only after the disasters.

Reconstruction is time and funds absorbing phase of disaster management. The construction department will be persuaded to include disaster resilient features in new constructions. Reconstruction programmes will be within the confines and the specification as laid down by the by the government known as National Building Codes.

1. **Short-Term Reconstruction activities:** This should further include immediate restoration activities like the restoration of the basic infrastructure of the department assets, providing compensation to the women under various schemes available within the department mandate.

2. **Long-Term Reconstruction Planning:** Once the minimum basic reconstruction is being done the department should take immediate action for long-term recovery of its own sector.

7.4 FINANCIAL MECHANISM

It is very difficult to estimate the budget requirement for relief and rehabilitation phase of disaster management. Funds required for this head will depend upon nature and intensity of natural calamity. However, the budgetary requirement can be reduced considerably by addressing structural and non-structural mitigation measures.

8. FINANCIAL ARRANGEMENTS

Section 40(2) of the Disaster Management Act stipulates that every department of the State Department while preparing the DM Plan, shall make provisions for financing the activities proposed therein. Normally the funds required for risk assessment and disaster preparedness must be provided in the budgets of every concerned department. Such funds are not very sizeable and Department of SC, OBC & Minority Affairs year for risk assessment and preparedness. Although the department has been directly incurring funds on construction of new and maintenance of old buildings where the mainstreaming of DRR is essential.

The marginal costs involved in mainstreaming disaster risk reduction in existing programmes, activities and projects of the departments are also not very sizable and the departments may not find it difficult to arrange such funds. The department plans will ensure in the existing schemes and future activities to make buildings safer and disaster resilient.

As per the guidelines issued by the Ministry of Finance, Government of India vide Memo No.55(5)/PF-II/2011 dated 06/01/2014 for 10% flexi-funds within the Centrally Sponsored Schemes (CSS) to be utilized, inter-alia, for disaster mitigation, restoration and innovation activities in the event of natural disasters. The Department of Social Justice & Empowerment has been implementing various CSS where DRR mainstreaming has to be done excluding the direct pension schemes; this can help to some extent in reducing the risk / vulnerability due to natural disasters to which the state of Himachal Pradesh is highly prone to.

8.1 PROVISION OF FUNDS

There is a need for funds to strengthen the existing facilities both at State level as well as District level under the caption "Disaster preparedness" which is not available with the department. Hence, in the annual budget plan for the WCD mitigation fund need to be created. Department of revenue has suggested keeping 10 percent of all development plan for non-plan budget disaster management issues.

I. Standard Operating Procedure (SOP)

- Joint Director of Directorate of WCD shall remain in charge of Control Room. S/he shall be personally responsible for implementing the SOP.
- Alert all field officers: Early warning shall be issued to District Officers, Child Development Project Officer, Supervisors and AWWs with information from HPSDMA.
- Call up the officers and ensure that they remain in headquarters.
- Prepare a logbook for recording a chronological sequence of events.
- Make a thorough situation assessment and report to the respective authority.
- Make a thorough assessment of relief items available in stock at different places.
- Place requisition as per local need assessment.
- Coordinate with Civil Society Organizations, other Govt. departments, PRI and Media.
- Prepare Status report every day and submit to the relevant authority.
- Keep a vigilant eye on Child Protection issues in the area.
- Keep spare copies of district maps. Jurisdiction maps of all Integrated Child Development Services divisions and AWCs shall be kept ready in good numbers.
- Send daily situation report to District Collector and HPSDMA.

II. Protocol for Women in Relief Camps

- Facilities for privacy may be provided to women, lactating mothers and adolescent girls.
- Ensure a supply of THR for pregnant and lactating mothers.
- Immediate medical care may be provided if required.
- Sufficient toilets may be provided.
- Arrangements for proper lighting in relief camps to be made to ensure safety.
- Personal care products may be made available to women and adolescent girls.
- Sufficient care may be taken to protect women against violence and abuse in coordination with law enforcement agencies.
- Services of district-level NGOs may be requested to oversee the well-being of women in relief camps.
- Contact may be established with referral transport.

III. Protocol for Children in Relief Camps

- Safe drinking water to be provided.
- Ensure sufficient nutrition supply for children below six years of age.
- Non-discrimination toward children with disabilities, HIV/AIDS, street children and others must be the stated policy of all shelters.
- Psychosocial care, support and counselling may be provided to the distressed children.
- Services of CWC may be requested to look at the child protection issues in relief camps.
- Issues of missing/found children may be brought to the notice of Police, Childline or DCPO.
- Ensure sufficient food.
- Medical care may be provided if required.

IV. District Wise Rural and Urban Female Population - 2011 Census

District	Female Population	
	Rural	Urban
Bilaspur	177174	12018
Chamba	241009	16751
Hamirpur	222590	15108
Kangra	718429	41055
Kinnaur	37872	0
Kullu	193243	19208
Lahaul-Spiti	14976	0
Mandi	471090	30622
Shimla	298364	90607
Sirmaur	226515	27051
Solan	228437	43129
Una	236006	21475
Himachal Pradesh	3065705	317024

V. Age-wise Distribution of H.P. Population- 2011 Census

Age Group Years	Rural			Urban		
	Total	Male	Female	Total	Male	Female
0-9	537559	282441	255118	53618	29016	24602
10-14	580265	305500	274765	58959	32740	26219

VI. Building assets of the Directorate

S. No.	Building	District
1	Directorate Building	Shimla
2	Children Home Tutikandi	Shimla
3	Children Home Malsi	Shimla
4	Children Home Sundernagar	Mandi
5	Children Home Sujanpur	Hamirpur
6	Observation Home – Special Home cum Place of Safety at Samoorkala	Una
7	Observation Home – Special Home cum Place of Safety at Hira Nag	Shimla

8	State Home Mashobra	Shimla
9	Bal Ashram Killor	Chamba
10	Gujar Ashram Sahoo	Chamba
11	Children Home Mashobra	Shimla

