



NAGALAND STATE DISASTER MANAGEMENT RULES 2011



**NAGALAND STATE DISASTER
MANAGEMENT AUTHORITY**
HOME DEPARTMENT
GOVERNMENT OF NAGALAND



**GOVERNMENT OF NAGALAND
NAGALAND STATE DISASTER MANAGEMENT
AUTHORITY
HOME DEPARTMENT
NAGALAND: KOHIMA**

NO. NSDMA/P&P/SDMR/486/2023

Dated Kohima 24th April, 2023

NOTIFICATION

In exercise of the powers conferred under section 78(1) of the Disaster Management Act, 2005 (Central Act 53 of 2005) and in partial modification of this department notification No. RR & DM-12/17/2005-2006 (VOL-II) dated 21 July, 2008, NO. SDMA/DMR /2012 Dated 30th October, 2012, No. NSDMA/P&P/SDMR/263 /2019 & NO. NSDMA/P&P /SDMR/486/2023 the Governor of Nagaland is pleased to notify the Nagaland State Disaster Management Rules 2011

**NAGALAND STATE DISASTER MANAGEMENT
RULES-2011**

1. SHORT TITLE AND COMMENCEMENT

- 1) These Rules may be called the Nagaland State Disaster Management Rules, 2011.
- 2) They shall come into force on the date of their publication in the Official Gazette.

2. DEFINITIONS

In these Rules, unless the context otherwise requires, ---

- a) 'Act' means THE DISASTER MANAGEMENT ACT, 2005 (Central Act 53 of 2005).
- b) "Affected area" means an area or part of the State affected by a disaster;

- c) **"Annual Report"** means the Annual Report of the Authority under sub-section (1) of section 26.
- d) **"Disaster"** means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man-made causes, or by accident or negligence which results in destruction of property, or damage to, or degradation of environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area; NSDMA will bring out respective definitions of various disasters and accidents through proper notification as and when required, on the basis of the nature and spread of occurrence and in tandem with universally accepted benchmarks.
- e) **"Disaster management"** means a continuous and integrated process of planning, organizing, coordinating and implementing measures which are necessary or expedient for-
 - (i) prevention of danger or threat of any disaster;
 - (ii) mitigation or reduction of risk of any disaster or its severity or consequences;
 - (iii) capacity-building;
 - (iv) preparedness to deal with any disaster;
 - (v) prompt response to any threatening disaster situation or disaster;
 - (vi) assessing the severity or magnitude of effects of any disaster
 - (vii) evacuation, rescue and relief;
 - (viii) rehabilitation and reconstruction
- f) **"District Authority"** means the District Disaster Management Authority constituted under sub-section (1) of section 15;
- g) **"District Plan"** means the plan for disaster management for the district prepared under section 22;



- h) **"Financial Year"** means the financial year commencing from 1st April each year and ending on 31st March of the following year
- i) **"Local Authority"** includes Panchayati raj institutions, municipalities, a district board, cantonment board, town planning authority or Zila Parishad or any other body or authority, by whatever name called, for the time being invested by law, for rendering essential services or, with the control and management of civic services, within a specified local area;
- j) **"Mitigation"** means measures aimed at reducing the risk, impact or effects of a disaster or threatening disaster situation;
- k) **"Preparedness"** means the state of readiness to deal with a
- l) threatening disaster situation or disaster and the effects thereof;
"Prescribed" means prescribed by rules made under this Act;
- m) **"Reconstruction"** means construction or restoration of any property after a disaster;
- n) **"Resources"** includes manpower, services, materials and provisions;
- o) **"State Authority"** means the State Disaster Management Authority established under sub-section (1) of section 3;
- p) **"State Executive Committee"** means the Executive Committee of a State Authority constituted under sub-section (1) of section 9;
- q) **"State Government"** means the Department of Government of the State having administrative control of disaster management.
- r) **"State Plan"** means the plan for disaster management

- for the whole of the State prepared under section 14.
- s) **"Section"** means a section of these Rules.
 - t) **"Village Authority"** means Village Disaster Management Authority.
 - u) **"Village Plan"** means the plan for disaster management for the Village.

3. STATE DISASTER MANAGEMENT AUTHORITY

1. As enshrined in the National Disaster Management Act, 2005, section 14 (2) (b) the Nagaland State Disaster Management Authority, shall consist of the Chief Minister as Chairperson/ Chairman along with other members not exceeding eight members.
2. The members of the Nagaland State Disaster Management Authority shall be nominated from amongst the Elected Members of the Legislative Assembly in-charge of the line departments through a gazette notification. The list of the line departments are the following;
 - a. Home Department,
 - b. Finance Department
 - c. Health & Family Welfare
 - d. Agriculture Department
 - e. Planning & Coordination
 - f. Forest, Environment & Climate Change
 - g. Law & Justice
 - h. Public Works Department.
3. The Chairperson/Chairman shall nominate a Vice-Chairperson of the Authority under clause (2) of sub-section (3) to preside over a meeting or coordinate emergency during his absence.
4. The Chairperson/Chairman shall invite members to





the meeting of State Disaster Management Authority when necessary.

5. The term of office and conditions of service of members of the State Authority shall be such as may be prescribed or co- terminus with the tenure of the Member of Legislative Assembly of Nagaland.
6. The Chairperson of the State Executive Committee (Chief Secretary) shall be the Chief Executive Officer of the State Authority, ex-officio.
7. The Commissioner / Secretary of the Home Department (Disaster Management) will be the administrative head of the Authority, ex-officio.
8. The Joint CEO of NSDMA shall be the member secretary, ex- officio to the Nagaland State Disaster Management Authority to exercise such powers and perform such functions may be prescribed as below;
 - a. to prepare plans and policies of the State Authority,
 - b. to communicate/direct stakeholders on behalf of the State Authority/ State Executive Committee in the event of Disaster and Emergency,
 - c. to supervise the administration and implementation of programs/projects of the State Authority,
 - d. to act on behalf of the State Authority,
 - e. and as may be prescribed by the State Authority of such other powers and functions from time to time.

4. THE MEETINGS OF THE STATE AUTHORITY

1. The State Authority shall meet as and when necessary and at such time and place as the Chairperson of the State Authority may think fit.
2. The Chairperson of the State Authority shall preside over the meetings of the State Authority.
3. If for any reason, the Chairperson of the State Authority is unable to attend the meeting of the State Authority, the Vice Chairperson of the State Authority shall preside at the meeting.

5. APPOINTMENT OF OFFICERS AND OTHER EMPLOYEES OF STATE AUTHORITY

The State Government shall provide the State Authority with such officers, consultants and employees, as it considers necessary, for carrying out the functions of the State Authority. These officers, consultants and employees may be engaged on deputation from other government departments or on contract or any other mode approved by the State Government.

6. CONSTITUTION OF ADVISORY COMMITTEE

1. The State Authority may, as and when it considers necessary, constitute an Advisory Committee consisting of experts in the field of disaster management to make recommendations on different aspects of disaster management.
2. The members of the Advisory Committee shall be paid travelling and daily allowances as are admissible to High Power Committee set up by the State Government.



7. POWERS AND FUNCTIONS OF STATE

AUTHORITY

1. The State Authority shall have the responsibility for laying down policies and plans for disaster management in the State.
2. The State Authority may,
 - a) Lay down the State Disaster Management Policy;
 - b) Approve the State Plan in accordance with the guidelines laid down by the National Authority;
 - c) Approve the disaster management plans prepared by the departments of the Government of the State and the District Disaster Management Plans prepared by the District Authority;
 - d) Lay down guidelines to be followed by the departments of the Government of the State for the purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance therefore;
 - e) Co-ordinate the implementation of the State Plan;
 - f) Recommend provision, Prioritization of funds for mitigation, preparedness measures and for functioning of the State Authority;
 - g) Review the development plans of the different departments of the State and ensure that prevention and mitigation measures are integrated therein;
 - h) Review the measures being taken for mitigation, capacity building and preparedness by the departments of the Government of the State and issue such guidelines as may be necessary.
3. The Chairperson of the State Authority shall, in the case of emergency, have power to exercise all or any

of the powers of the State Authority but the exercise of such powers shall be subject to ex post facto ratification of the State Authority.

8. GUIDELINES FOR MINIMUM STANDARD OF RELIEF BY STATE AUTHORITY

The State Authority shall lay down detailed guidelines by updating suitably, modifying the existing Nagaland Relief Manual for providing standards of relief to persons affected by disasters. Provided that such standards shall in no case be less than the minimum standards in the guidelines laid down by the National Authority in this regard

9. CONSTITUTION OF STATE EXECUTIVE COMMITTEE

1. The State shall constitute a State Executive Committee to assist the State Authority in the performance of its functions and to coordinate action in accordance with the guidelines laid down by the State Authority and ensure the compliance of directions issued by the State Government under these rules.
2. The State Executive shall consist of the following members, namely;
 - a. The Chief Secretary Chairperson, ex-officio
 - b. The Addl. Chief Secy. & Commissioner Nagaland Member
 - c. The Addl. Chief Secy. & Development Commissioner Member
 - d. The Addl. Chief Secy. & Member





- Finance Commissioner
- e. The Principal Secretary Member
Home/ Commissioner DM
 - f. The Principal Secretary/ Member
Secretary H&FW
 - g. The Principal Secretary/ Member
AFC/ Secretary
Agriculture
 - h. The Commissioner & Member
Secretary PWD
 - i. The Secretary, Forest, Member
Environment & Climate
Change
 - j. The Secretary, NSDMA, Member
Home Department
 - k. The Special Secretary, Member
Home
 - l. Joint CEO, NSDMA Member
3. The Director General of Police and Director General of Home Guards and Civil Defence will be special invitees. The SEC may invite any other officer/ expert/ resource person, as it may consider necessary for participation in the meetings of the Committee.

10. PROCEDURE TO BE FOLLOWED BY THE STATE EXECUTIVE COMMITTEE

- 1. The Chairperson of the State Executive Committee may, as and when required, in the implementation of the directions of the State Government seek guidance from the State Authority as to the modalities of such implementation.
- 2. The Chairperson of the State Executive Committee shall, in case of emergency, have the power to exercise

all or any of the powers of the State Executive Committee but exercise of such powers shall be subject to ratification of the State Executive Committee;

3. The Chairperson of the State Executive Committee shall preside over the meetings of the State Executive Committee Provided that in the case of his inability to preside over any meeting of the State Executive Committee, he/she shall nominate one of the members of the State Executive Committee to preside over the meeting.
4. The Chairperson of the State Executive Committee shall decide the day, time and place of a meeting of the State Executive Committee.
5. The State Executive Committee shall meet as often as necessary but at least once every quarter.
6. The State Executive Committee shall give notice of its meeting and circulate its agenda at least three days in advance, unless there is an emergency situation on the occurrence of a major disaster or a situation of such a threatening disaster, when the State Executive Committee shall meet at the earliest to ensure smooth and efficient response.
7. The State Executive Committee shall invite the Member Secretary of the State Authority, as special invitee to attend its every meeting.
8. The State Executive Committee shall forward the minutes of every meeting to the State Authority.



11. CONSTITUTION OF SUB-COMMITTEES

1. The State Executive Committee may, as and when it considers necessary, constitute one or more sub-committees, for efficient discharge of its functions.
2. The State Executive Committee shall appoint from amongst its members the Chairperson of the sub-committee referred to in sub-section (1)
3. Any non-official associated as an expert with any sub-committee constituted under sub-section (1) of section 11 shall be paid travelling and daily allowances as are admissible to non-officials attending the meetings of committees set up by the State Government.

12. FUNCTIONS OF THE STATE EXECUTIVE COMMITTEE

1. The State Executive Committee shall have the responsibility of implementing the National Plan and State Plan and act as the coordinating and monitoring body for management of disasters in the State.
2. The State Executive Committee may--
 - a) coordinate and monitor the implementation of the National Policy, the National Plan and the State Plan;
 - b) examine the vulnerability of different parts of the State to different forms of disasters and specify measures to be taken for their prevention or mitigation;
 - c) lay down guidelines for preparation of disaster management plans by the departments of the Government of the State and the District Authorities;
 - d) monitor the implementation of disaster management plans prepared by the departments of the

Government of the State and District Authorities;

- e) monitor the implementation of the guidelines laid down by the State Authority for integrating of measures for prevention of disasters and mitigation by the departments in their development plans and projects;
- f) evaluate preparedness at all governmental or non-governmental levels to respond to any threatening disaster situation or disaster and give directions, where necessary, for enhancing such preparedness;
- g) coordinate response in the event of any threatening disaster situation or disaster;
- h) give directions to any Department of the Government of the State or any other authority or body in the State regarding actions to be taken in response to any threatening disaster situation or disaster;
- i) promote general education, awareness and community training in regard to the forms of disasters to which different parts of the State are vulnerable and the measures that may be taken by such community to prevent the disaster, mitigate and respond to such disaster;
- j) advise, assist and coordinate the activities of the Departments of the Government of the State, District Authorities, statutory bodies and other governmental and non-governmental organisations engaged in disaster management;
- k) provide necessary technical assistance or give advice to District Authorities and local authorities for carrying out their functions effectively;
- l) advise the State Government regarding all financial matters in relation to disaster management;
- m) examine the construction, in any local area in the State and, if it is of the opinion that the standards



laid for such construction for the prevention of disaster is not being or has not been followed, may direct the District Authority or the local authority, as the case may be, to take such action as may be necessary to secure compliance of such standards;

- n) provide information to the National Authority relating to different aspects of disaster management;
- o) lay down, review and update State level response plans and guidelines and ensure that the district level plans are prepared, reviewed and updated;
- p) ensure that communication systems are in order and the disaster management drills are carried out periodically;
- q) perform such other functions as may be assigned to it by the State Authority or as it may consider necessary.
- r) establishing a Centre for Excellence in Disaster Research and Resilience Building in Nagaland
- s) Empanelment of Structural Engineer, Proof Consultant, Supervising Engineer and Geo Technical Engineer to ensure the structural safety measures in high risk buildings.

13. POWERS AND FUNCTIONS OF STATE EXECUTIVE COMMITTEE IN THE EVENT OF THREATENING DISASTER SITUATIONS

1. For the purpose of assisting and protecting the community affected by disaster or providing relief to such community or preventing or combating disruptions or dealing with the effects of any threatening disaster situation, the State Executive Committee may,
 - a) control and restrict, vehicular traffic to, from or within, the vulnerable or affected area;
 - b) control and restrict the entry of any person into, his

- movement within and departure from, a vulnerable or affected area;
- c) remove debris, conduct search and carry out rescue operations;
 - d) provide shelter, food, drinking water, essential provisions, healthcare and services in accordance with the standards laid down by the National Authority and State Authority;
 - e) give direction to the concerned Department of the Government of the State, any District Authority or other authority, within the local limits of the State to take such measure or steps for rescue, evacuation or providing immediate relief saving lives or property, as may be necessary in its opinion;
 - f) require any department of the Government of the State or any other body or authority or person in charge of any relevant resources to make available the resources for the purposes of emergency response, rescue and relief;
 - g) require experts and consultants in the field of disasters to provide advice and assistance for rescue and relief;
 - h) procure exclusive or preferential use of amenities from any authority or person as and when required;
 - i) construct temporary bridges or other necessary structures and demolish unsafe structures which may be hazardous to public;
 - j) ensure that non-governmental organisations carry out their activities in an equitable and non-discriminatory manner;
 - k) disseminate information to public to deal with any threatening disaster situation or disaster;
 - take such steps as the Central Government or the State Government may direct in this regard or take such other steps as are required or warranted



by the form of any threatening disaster situation or disaster.

14. STATE PLAN

1. There shall be a plan for disaster management for the State to be called State Disaster Management Plan.
2. The State Plan shall be prepared by the State Executive Committee having regard to the guidelines laid down by the National Authority and after such consultation with local authorities, district authorities and the people's representatives as the State Executive Committee may deem fit.
3. The State Plan prepared by the State Executive Committee under sub-section (2) shall be approved by the State Authority.
4. The State Plan shall include-
 - a) the vulnerability of different parts of the State to different forms of disasters;
 - b) the measures to be adopted for prevention and mitigation of disasters;
 - c) the manner in which the mitigation measures shall be integrated with the development plans and projects;
 - d) the capacity-building and preparedness measures to be taken;
 - e) the roles and responsibilities of each Department of the Government of the State in relation to the measures specified in clauses (b), (c) and (d) above;
 - f) the roles and responsibilities of different Departments of the Government of the State in responding to any threatening disaster situation or disaster.
 - g) The roles and responsibilities of community-based

organizations, international and national non-government organizations in certain activities of capacity building, response and relief as may be visualized in the State Plan.

5. The State Plan shall be reviewed and updated annually.
6. Appropriate provisions shall be made by the State Government for financing for the measures to be carried out under the State Plan.
7. Copies of the State Plan referred to in sub-sections (2) and (5) shall be made available to the Departments of the Government of the State and such Departments shall draw up their own plans in accordance with the State Plan.

15. DISTRICT DISASTER MANAGEMENT AUTHORITY

1. The State Government shall establish a District Disaster Management Authority for every district in the State.
2. The District Authority shall consist of the following members, namely:

a. Deputy Commissioner	Chairperson	ex-officio
b. Additional Deputy Commissioner	Chief Executive Officer	
c. Superintendent of Police	Member	
d. Dy. Controller of Civil Defence	Member	
e. Chief Medical Officer	Member	



- f. Executive Engineer Member
 PWD (R&B)
 - g. District Forest Member
 Officer
- 3. The State Government shall appoint an officer not below the rank of Additional Deputy Commissioner of the district to be the Chief Executive Officer of the District Authority to exercise such powers and perform such functions as may be prescribed by the State Government, and such other powers and functions as may be delegated to him by the District Authority.
- 4. The Nodal Officer of NSDMA to the District Authority shall be the Member Secretary, ex-officio to the District Authority to exercise such powers and perform such functions as: (a) to prepare plans and policies of the District Authority (b) to communicate/direct to the public and stakeholders on behalf of the District Authority in the event of Disaster and when necessary (c) to supervise administration and accounting of the District Authority, (d) to act on behalf of the District Authority, (e) and as may be prescribed by the District Authority of such other powers and functions from time to time.

16. POWERS OF CHAIRPERSON OF DISTRICT AUTHORITY

- 1. The Chairperson of the District Authority, shall in addition to presiding over the meetings of the District Authority, exercise and discharge such powers and functions of the District Authority as the District Authority may delegate to him.

2. The Chairperson of the District Authority shall in the case of an emergency, have the power to exercise all or any of the powers of the District Authority but the exercise of such powers shall be subject to ex-post facto ratification of the District Authority.
3. The District Authority or the Chairperson of the District Authority may, by general or special order, in writing, delegate such of its or his powers and functions, under sub- section (1) or (2), as the case may be, to the Chief Executive Officer of the District Authority, subject to such conditions and limitations, if any, as it or he deems fit.

17. MEETINGS:

The District Authority shall meet as and when necessary but at least once in every three months at such time and place as the Chairperson may think fit.

18. CONSTITUTION OF ADVISORY COMMITTEES AND OTHER COMMITTEES

1. The District Authority may, as and when it considers necessary, constitute one or more advisory committees and other committees for the efficient discharge of its functions.
2. The District Authority shall, from amongst its members, appoint the Chairperson of the Committee referred to in sub-section (1).
3. Any non-official associated as an expert with any committee or sub-committee constituted under sub-section (1) may be paid such allowances as may be prescribed by the State Government.



19. Appointment of officers and other employees of District Authority

The State Government shall provide the District Authority with such officers, consultants and other employees as it considers necessary for carrying out the functions of District Authority. These officers, consultants and employees may be engaged on deputation from other government departments, on contract or any other mode approved by the State Government.

20. The District Authority shall have separate Disaster Management Unit comprises of Deputy Commissioner as Chairman and assisted by the Addition Deputy Commissioner as Chief Executive Officer along with the Nodal Officer/officer and staff of Nagaland State Disaster Management Authority posted at the District Authority supported by the clerical/ministerial staff of the District Disaster Management Authority.

21. POWERS AND FUNCTIONS OF DISTRICT AUTHORITY

1. The District Authority shall act as the district planning, coordinating and implementing body for disaster management and take all measures for the purposes of disaster management in the district in accordance with the guidelines laid down by the National Authority and the State Authority.
2. The District Authority may-
 - i. prepare a disaster management plan including district response plan for the district;
 - ii. coordinate and monitor the implementation of the National Policy, State Policy, National Plan, State Plan and District Plan;
 - iii. ensure that the areas in the district vulnerable to

disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;

- iv. ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority and the State Authority are followed by all departments of the Government at the district level and the local authorities in the district;
- v. give directions to different authorities at the district level and local authorities to take such other measures for the prevention or mitigation of disasters as may be necessary;
- vi. lay down guidelines for prevention of disaster management plans by the department of the Government at the districts level and local authorities in the district;
- vii. monitor the implementation of disaster management plans prepared by the Departments of the Government at the district level;
- viii. lay down guidelines to be followed by the Departments of the Government at the district level for purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance therefor;
- ix. monitor the implementation of measures referred to in clause (viii);
- x. review the state of capabilities for responding to any disaster or threatening disaster situation in the district and give directions to the relevant departments or authorities at the district level for



their up gradation as may be necessary;

- xi. review the preparedness measures and give directions to the concerned departments at the district level or other concerned authorities where necessary for bringing the preparedness measures to the levels required for responding effectively to any disaster or threatening disaster situation;
- xii. organise and coordinate specialized training programmes for different levels of officers, employees and voluntary rescue workers in the district;
- xiii. facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and non-governmental organisations;
- xiv. set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;
- xv. prepare, review and update district level response plan and guidelines;
- xvi. coordinate response to any threatening disaster situation or disaster;
- xvii. ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;
- xviii. lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of the district to take measures to respond effectively to any threatening disaster situation or disaster;
- xix. advise, assist and coordinate the activities of the Departments of the Government at the district

- level, statutory bodies and other governmental and non-governmental organisations in the district engaged in the disaster management;
- xx. coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the district are carried out promptly and effectively;
 - xxi. provide necessary technical assistance or give advice to the local authorities in the district for carrying out their functions;
 - xxii. review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities with a view to make necessary provisions therein for prevention of disaster or mitigation;
 - xxiii. examine the construction in any area in the district and, if it is of the opinion that the standards for the prevention of disaster or mitigation laid down for such construction is not being or has not been followed, may direct the concerned authority to take such action as may be necessary to secure compliance of such standards;
 - xxiv. identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centers or camps and make arrangements for water supply and sanitation in such buildings or places;
 - xxv. establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
 - xxvi. provide information to the State Authority relating to different aspects of disaster management;
 - xxvii. encourage the involvement of non-governmental organisations and voluntary social-welfare



- institutions working at the grassroots level in the district for disaster management;
- xxviii. ensure communication systems are in order, and disaster management drills are carried out periodically;
 - xxix. perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the district.

22. DISTRICT PLAN

1. There shall be a plan for disaster management for every district of the State.
2. The 'District Plan' shall be prepared by the District Authority, after consultation with the local authorities, line department offices at the district level and having regard to the National Plan and the State Plan and be approved by the State Authority.
3. The District Plan shall include-
 - a. A hazard assessment and vulnerability analysis of the areas in the district vulnerable to different forms of disasters;
 - b. The measures to be taken, for prevention and mitigation of disaster, by the Departments of the Government at the district level and local authorities in the district;
 - c. The capacity-building and preparedness measures required to be taken by the Departments of the Government at the district level and the local authorities in the district to respond to any threatening disaster situation or disaster;
 - d. The Emergency Support Functions and Standard Operating Procedures of all government

- departments, in the event of a disaster, providing for-
- i. Allocation of responsibilities to the Departments of the Government at the district level and the local authorities in the district;
 - ii. Prompt response to disaster and relief thereof;
 - iii. Procurement of essential resources;
 - iv. Establishment of communication links; and
 - v. The dissemination of information to the public;
- e. Such other matters as may be required by the State Authority.
4. The District Plan shall be reviewed and updated annually.
 5. The copies of the District Plan referred to in sub-sections (2) and (4) shall be made available to the Departments of the Government in the district.
 6. The District Authority shall send a copy of the District Plan to the State Authority which shall forward it to the State Government.
 7. The District Authority shall, review from time to time, the implementation of the Plan and issue such instructions to different departments of the Government in the district as it may deem necessary for the implementation thereof.

23. Plans by Different Authorities at District Level and Their Implementation

Every office of the Government of India and of the State Government at the district level and of the local authorities shall, under the supervision of the District Authority,

- a) Prepare a disaster management plan setting out the following, namely;



- (i) Provisions for taking prevention and mitigation measures as provided for in the District Plan and as is assigned to the department or agency concerned;
- (ii) Provisions for taking measures relating to capacity- building and preparedness;
- (iii) The response plans and procedures, in the event of, any threatening disaster situation or disaster;
- b) Coordinate the preparation and the implementation of its plan with those of the other organizations at the district level including local authority, communities and other stakeholders;
- c) Regularly review and update the plan including Emergency Support Functions and Standard Operation Procedures
- d) Submit a copy of its disaster management plan and any subsequent amendment thereto, to the District Authority.

24. Requisition by the District Authority

The District Authority may by order, require any officer or any Department at the district level or any local authority to take such measures for the prevention or mitigation of disaster or to effectively respond to it, as may be necessary, and such officer or department shall be bound to carry out such order.

25. Powers and functions of District Authority in the event of any Threatening Disaster Situation or Disaster

For the purpose of assisting, protecting or providing relief to the community, in response to any threatening disaster situation or disaster, the District Authority may-

- a) give directions for the release and use of resources available with any Department of the Government and the local authority in the district;

- b) control and restrict vehicular traffic to, from and within, the vulnerable or affected area;
- c) control and restrict the entry of any person into, his movement within and departure from, a vulnerable or affected area;
- d) remove debris, conduct search and carry out rescue operations;
- e) provide shelter, food, drinking water and essential provisions, healthcare and services;
- f) establish emergency communication systems in the affected area;
- g) make arrangements for the disposal of the unclaimed dead bodies;
- h) recommend to any Department of the Government of the State or any authority or body under that Government at the district level to take such measures as are necessary in its opinion;
- i) require experts and consultants in the relevant fields to advise and assist as it may deem necessary;
- j) procure exclusive or preferential use of amenities from any authority or person;
- k) construct temporary bridges or other necessary structures and demolish structures which may be hazardous to public or aggravate the effects of the disaster;
- l) ensure that the non-governmental organisations carry out their activities in an equitable and non-discriminatory manner;
- m) take such other steps as may be required or warranted to be taken in such a situation.

26. ANNUAL REPORT

1. The State Authority shall prepare its annual report and forward it to the State Government within nine months of the end of the financial year for placing before the State Legislature.



2. The annual report shall contain a full account of the activities of the State Authority during the previous year and the State Authority shall forward copy of the annual report to the State Government, which will cause it to be laid before the State Legislature.
3. The annual report shall include-
 - a) A statement of the aims and objectives and vision of the State Authority.
 - b) The role and function of the State Authority;
 - c) Annual targets and achievements in physical and financial terms, during the year to which the annual report pertains;
 - d) The activities of the State Authority during the previous financial year; and
 - e) Any other information as the State Authority deems fit.

27. VILLAGE DISASTER MANAGEMENT AUTHORITY

1. The District Authority shall establish a Village Disaster Management Authority for every Village in the District.
2. The Village Authority shall consist of the following members, namely:
 - a) Village Council Chairman - Chairperson Ex-officio
 - b) Village Development Board Secy. - Member Secretary
 - c) 2 members from communitized communities - Member
 - d) 1 member each from church, women and youth/students' union - Member

28. POWERS OF CHAIRPERSON OF VILLAGE AUTHORITY

1. The Chairperson of the Village Authority, shall in addition to presiding over the meetings of the Village Authority, exercise and discharge such powers and functions of the Village Authority as the Village Authority may delegate to him.
2. The Chairperson of the Village Authority shall in the case of an emergency, have the power to exercise all or any of the powers of the Village Authority but the exercise of such powers shall be subject to ex-post facto ratification of the Village Authority.
3. The Village Authority or the Chairperson of the Village Authority may, by general or special order, in writing, delegate such of its or his powers and functions, under sub-section (1) or (2), as the case may be, to the Chief Executive Officer of the Village Authority, subject to such conditions and limitations, if any, as it or he deems fit.

29. Village Authority Meetings

The Village Authority shall meet as and when necessary but at least once in every three months at such time and place as the Chairperson may think fit.

30. POWERS AND FUNCTIONS OF VILLAGE AUTHORITY

1. The Village Authority shall act as the Village planning, coordinating and implementing body for disaster management and take all measures for the purposes of disaster management in the Village in accordance with the guidelines laid down by the National Authority, the State Authority, The District Authority and the Sub-Division Authority.



2. The Village Authority may-
 - i. Prepare a disaster management plan including Village response plan for the Village;
 - ii. Coordinate and monitor the implementation of the National Policy, State Policy, District Policy, Sub-Division Policy, National Plan, State Plan, District Plan and Sub-Division Plan;
 - iii. Ensure that the areas in the Village vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the Village Authority as well as by the local authorities;
 - iv. Ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority, the State Authority, District Plan and Sub-Division Plan are followed by the Village Authority and the local authorities in the district;
 - v. Monitor the implementation of disaster management plans prepared by the Village Authority at the Village level;
 - vi. Review the State of capabilities for responding to any disaster or threatening disaster situation in the village and give directions to the relevant local authorities at the village level;
 - vii. Review the preparedness measures and give directions to bring the preparedness measures to the levels required for responding effectively to any disaster or threatening disaster situation;
 - viii. Facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and non-governmental organizations;
 - ix. Set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper

- information to public;
- x. Prepare, review and update village level response plan and guidelines;
 - xi. Coordinate response to any threatening disaster situation or disaster;
 - xii. Coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the village are carried out promptly and effectively;
 - xiii. Identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centers or camps and make arrangements for water supply and sanitation in such buildings or places;
 - xiv. Establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
 - xv. Provide information to the Sub-Division Authority relating to different aspects of disaster management;
 - xvi. Encourage the involvement of non-governmental organizations, Self-help groups and voluntary social-welfare institutions working at the grassroots level in the village for disaster management;
 - xvii. Ensure communication systems are in order and mock drills are carried out at least twice in a year;
 - xviii. Perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the Village.

31. VILLAGE DISASTER MANAGEMENT PLAN

- 1. There shall be a plan for disaster management for every district of the village in the district.
- 2. The 'Village Plan' shall be prepared by the Village





Authority, after consultation with the local authorities and having regard to the National Plan, the State Plan, the District Plan and the Sub-Division Plan and be approved by the State Authority.

3. The Village Plan shall include-
 - a) A hazard assessment and vulnerability analysis of the areas in the village vulnerable to different forms of disasters;
 - b) The measures to be taken, for prevention and mitigation of disaster, local authorities in the district;
 - c) The capacity-building and preparedness measures required to be taken by the local authorities in the village to respond to any threatening disaster situation or disaster;
 - d) The Emergency Support Functions and Standard Operating Procedures of all local authorities, in the event of a disaster, providing for-
 - i. Allocation of responsibilities to the local authorities in the village;
 - ii. Prompt response to disaster and relief thereof;
 - iii. Procurement of essential resources;
 - iv. Establishment of communication links; and
 - v. The dissemination of information to the public;
 - e) Such other matters as may be required by the State Authority.
4. The Village Plan shall be reviewed and updated annually.
5. The Village Authority shall send a copy of the Village Plan to the District Authority for onward submission to the State Authority for approval.

6. The Village Authority shall, review from time to time, the implementation of the Plan and issue such instructions to the local authorities for the implementation thereof.

32. QUARTERLY REPORT

1. The Village Authority shall prepare its quarterly report and forward it to the District Authority for onward submission to the State Authority/ State Government.
2. The quarterly report shall contain a full account of the activities of the District Authority shall forward copy of the quarterly report to the State Government, which will cause it to be laid before the State Legislature.
3. The annual report shall include-
 - a. A statement of the aims and objectives and vision of the Village Authority
 - b. The role and function of the Village Authority;
 - c. Annual targets and achievements, in physical and financial terms, during the year to which the annual report pertains;
 - d. The activities of the Village Authority during the previous financial year; and
 - e. Any other information as the Village Authority deems fit.

33. RESPONSIBILITIES OF DEPARTMENTS OF THE STATE GOVERNMENT

It shall be the responsibility of every department of the Government of a State to—

- a) take measures necessary for prevention of disasters, mitigation, preparedness and capacity-building in accordance with the guidelines laid down by the National Authority and the State Authority;



- b) integrate into its development plans and projects, the measures for prevention of disaster and mitigation;
- c) allocate funds for prevention of disaster, mitigation, capacity-building and preparedness;
- d) respond effectively and promptly to any threatening disaster situation or disaster in accordance with the State Plan, and in accordance with the guidelines or directions of the National Executive Committee and the State Executive Committee;
- e) review the enactments administered by it, its policies, rules and regulations with a view to incorporate therein the provisions necessary for prevention of disasters, mitigation or preparedness;
- f) provide assistance, as required, by the National Executive Committee, the State Executive Committee and District Authorities, for—
 - i. drawing up mitigation, preparedness and response plans, capacity-building, data collection and identification and training of personnel in relation to disaster management;
 - ii. assessing the damage from any disaster;
 - iii. carrying out rehabilitation and reconstruction;
- g) make provision for resources in consultation with the State Authority for the implementation of the District Plan by its authorities at the district level;
- h) make available its resources to the National Executive Committee or the State Executive Committee or the District Authorities for the purposes of responding promptly and effectively to any disaster in the State, including measures for—
 - i. providing emergency communication with a vulnerable or affected area;
 - ii. transporting personnel and relief goods to and from the affected area;
 - iii. providing evacuation, rescue, temporary shelter or

- other immediate relief;
- iv. carrying out evacuation of persons or live-stock from an area of any threatening disaster situation or disaster;
- v. setting up temporary bridges, jetties and landing places;
- vi. providing drinking water, essential provisions, healthcare and services in an affected area;
- i) such other actions as may be necessary for disaster management.

34. DISASTER MANAGEMENT PLAN OF LINE DEPARTMENTS IN THE STATE

1. Every department of the State Government, in conformity with the guidelines laid down by the State Authority, shall—
 - a) prepare a disaster management plan which shall lay down the following: —
 - i. the types of disasters to which different parts of the State are vulnerable;
 - ii. integration of strategies for the prevention of disaster or the mitigation of its effects or both with the development plans and programmes by the department;
 - iii. the roles and responsibilities of the department of the State in the event of any threatening disaster situation or disaster and emergency support function it is required to perform;
 - iv. present status of its preparedness to perform such roles or responsibilities or emergency support function under sub-clause (iii);
 - v. the capacity-building and preparedness measures proposed to be put into effect in order to enable the Departments of the Government of Nagaland to discharge their responsibilities;



- b) annually review and update the plan referred to in clause (a); and
 - c) furnish a copy of the plan referred to in clause (a) or clause (b), as the case may be, to the State Authority.
- 2. Every department of the State Government, while preparing the plan under sub-section (1), shall make provisions for financing the activities specified therein.
- 3. Every department of the State Government shall furnish an implementation status report to the State Executive Committee regarding the implementation of the disaster management plan referred to in sub-section (1).

35. STATE DISASTER RESPONSE FORCE

- 1. There shall be constituted a State Disaster Response Force for the purpose of specialist response to a threatening disaster situation or disaster.
- 2. Subject to the provisions of this Rules, the Force shall be constituted in such manner and, the conditions of service of the members of the Force, including disciplinary provisions therefore, be such as may be prescribed.
- 3. Control, direction, etc.-The direction and control of the Force shall be vested and exercised by the State Authority and the command and supervision of the Force shall vest in an officer to be appointed by the State Government as the Director General of the State Disaster Response Force.

Sd/-

J. ALAM, IAS

Chief Secretary to the Govt. of
Nagaland

Copy to:-

1. The Principal Secretary to the Chief Minister & Chairman, NSDMA, Nagaland.
2. The Members of NSDMA for information.
3. The Deputy Secretary to the Chief Secretary to the Government of Nagaland
4. The Members of State Executive Committee, NSDMA for information.
5. All the Administrative Head of Department/ Head of Department, Nagaland.
6. All the Deputy Commissioners & Chairman, DDMA's for information.
7. The Member Secretary, NDMA, New Delhi for information.
8. The Publisher. Nagaland Gazette, to publish in the official Gazette.
9. Office copy.



(ABHIJIT SINHA) IAS,
Principal Secretary, Home
Government of Nagaland

NAGALAND STATE DISASTER MANAGEMENT RULES

NAGALAND STATE DISASTER
MANAGEMENT AUTHORITY
HOME DEPARTMENT
GOVERNMENT OF NAGALAND

