DISASTER 2025 MANAGEMENT PLAN





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GOVT. COLLEGE SANJAULI SHIMLA-6 H.P.



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INTRODUCTION TO THE COLLEGE DM PLAN

About the Plan

This marks the second iteration of the Disaster Management Plan for the Centre of Excellence Government College, Sanjauli. Situated in Shimla, one of India's most disasterprone cities. The college recognizes the critical need for a robust disaster management strategy at the institutional level. While the college has not faced any significant disasters or emergencies in the past, the persistent threat of natural calamities and human-induced hazards necessitates a proactive approach to preparedness and response.

With the ever-growing impacts of climate change, often manifested through extreme weather events, disaster resilience has become an indispensable aspect of college administration and governance. Acknowledging this imperative, the Administration of the Centre of Excellence Government College, Sanjauli, originally adopted this plan on July 14, 2021. The plan is reviewed annually; however, a comprehensive revision was undertaken this year on April 4, 2025

Conceptual Understanding

A disaster is a severe disruption that affects the functioning of a community or society, triggered by hazardous events that interact with conditions of exposure, vulnerability, and capacity. Such disruptions can result in significant human, material, economic, and environmental losses.

Given the risk profile of the state, district, and city along with other isolated incidents the college remains vulnerable to a wide range of potential disasters and emergencies. These may include major fire outbreaks, high-intensity earthquakes, structural collapses, stampedes, landslides, and other unforeseen crises. The presence of multiple risk factors necessitates a comprehensive and proactive approach to disaster preparedness, ensuring the safety of students, faculty, staff, and visitors.



Statement of Purpose

The College Disaster Management Plan (hereinafter referred to as the "Plan") serves as a structured framework for mitigating, responding to, and recovering from disasters. It is to be executed by the College Disaster Management Committee, chaired by the Principal, with the support of various Disaster Management Teams, whose roles and responsibilities are detailed further in the document.

Objectives of the Plan

The Plan is designed to achieve the following objectives:

- Safeguard Lives and Property: Ensure the protection of students, faculty, staff, visitors and infrastructure from potential disasters and emergency situations.
- Ensure Swift Recovery: Facilitate the timely restoration of normal college operations after a disaster, minimizing disruptions to academic and administrative functions.
- Optimize Resource Utilization: Enhance coordination in decision-making and ensure the effective deployment of available manpower, infrastructure, and resources during emergencies.
- Foster a Culture of Disaster Preparedness: Institutionalize disaster preparedness as a regular practice by building the capacity of the college community for effective disaster response.
- Establish Strategic Coordination: Strengthen collaboration between various departments and units of the college and establish strong ties with external agencies such as the District Disaster Management Authority (DDMA) Shimla, the Municipal Corporation Shimla, and various emergency services for a synchronized response.

Implementation of the Plan

The Plan provides a structured and coordinated response mechanism, ensuring a clear chain of command in disaster situations. Its implementation will be triggered by any of the following events:



• Official Notification: A disaster declaration by a competent authority and/or a reliable agency.

• Severe Weather Alerts: Weather warnings or forecasts that indicate imminent threats to the normal functioning of the college community.

• Major Crisis Events: Any significant emergency natural or human-induced that has the potential to jeopardize the safety, operations, and assets of the college.

The term "Disaster Management" encompasses the planning, organization, and application of preparedness, response, and recovery measures to mitigate risks and ensure resilience. This Plan is structured to minimize disruptions, prevent loss of life and property, and provide a well-coordinated response in the face of unplanned incidents that could severely impact the institution's operations.

Updating the Plan

To ensure its relevance, efficiency, and effectiveness, the College Disaster Management Committee shall review and update the Plan annually in the month of March/ April. The revision process will incorporate new risk assessments, policy updates, and lessons learned from past drills or real incidents, ensuring continuous improvement in disaster preparedness and response.





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ABOUT THE INSTITUTION

Established on July 1, 1969, Government College, Sanjauli holds the distinction of being the first-degree college in Shimla. It also became the first institution in the region to be awarded the prestigious status of Centre of Excellence on January 12, 2006.

Located at 31.1065648° N, 77.1885423° E, the college sits at an altitude of 2,215 meters above sea level. Just 2 kilometers from The Ridge, it is easily accessible from Sanjauli, Lakkar Bazaar, and Circular Road, with entry points from both the Sanjauli-Lakkar Bazaar Main Road and Sanjauli-IGMC Road. However, during peak winters, heavy snowfall often disrupts vehicular movement on these routes.

Nestled amidst lush greenery, the campus is surrounded by Ban Oak, Deodar, and Kail trees, offering a serene academic environment. The college comprises multiple building blocks, constructed at different times to accommodate its growing needs. The Science Block, built in 2012 by the Himachal Pradesh Public Works Department (HPPWD), is among the latest additions. Other key structures include the Administrative Block, Arts Block, and BCA Block.

Vital Statistics

Student Enrollment

The college currently has 3527 students enrolled across various courses:

- 1684 boys
- 1843 girls
- Among them, 8 boys and 6 girls have disabilities.

Staff Strength

The institution has a total of 117 staff members, comprising:

- 72 teaching faculty,1 with disability
- 45 administrative and non-teaching staff 2 with disability

Hostel Facilities

The college offers hostel accommodation exclusively for male students. There are two hostel buildings with the capacity of 144 students:

- Old Hostel (Built in 1982) Capacity: 72 students
- New Hostel (Inaugurated on July 15, 2010) Capacity: 72 students

Currently there are around 126 students who are in hostel and there is one disable student also. A reading room within the hostel, with a seating capacity of 50 students, provides a quiet space for academic pursuits.

Historical & Architectural Heritage

The institution's roots trace back to April 1869, when the original building was constructed as an industrial orphanage, known as the Himalayan Christian Orphanage, later renamed North Stoneham.

In 1872, it was reconstituted as the Mayo Industrial School for female orphans and European girls, named in honor of Lord Mayo, the then Viceroy of India (1869–1872). The building underwent a grand reconstruction, costing ₹73,545, and was inaugurated for use on March 1, 1905.

The architectural marvel, designed by A. Gaddock Esq. and constructed by M/s. Rivertt and Sons, continues to stand as a testament to its rich colonial past. Post-independence, the institution was transformed into a B.Ed./B.T. College for girls, affiliated with Punjab University, before evolving into the esteemed degree college it is today.



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HAZARD PROFILE OF THE COLLEGE

Major Hazards

According to the United Nations Office for Disaster Risk Reduction (UNDRR), a hazard is any process, phenomenon, or human activity that has the potential to cause loss of life, injury, health impacts, property damage, social and economic disruption, or environmental degradation. Hazards can be classified into two broad categories:

• Natural Hazards – These arise from natural processes and phenomena, such as earthquakes, landslides, floods, and extreme weather events.

• Anthropogenic (Human-Induced) Hazards – These result directly or indirectly from human activities, including fire outbreaks, structural failures, industrial accidents, disease outbreak, stampeded and pollution-related hazards.

Hazard Context of Shimla & College Premises

Shimla has a moderately significant history of both natural and human-induced disasters, leading to loss of life and extensive property damage. The city's topography, geology, climatic conditions, population density, and built environment contribute to its vulnerability to various hazards.

Government College, Sanjauli, is located in the northeastern part of the city, where the micro-climate is moist and cold. These conditions create a setting that is susceptible to multiple natural hazards, making disaster preparedness a crucial aspect of campus safety.

Key Hazards Faced by the College

The hazard profile of the college aligns closely with that of other institutions in Shimla. The most common hazards affecting the college include:

 Earthquakes – Shimla falls in Seismic Zone IV, making it highly vulnerable to earthquakes. The 1905 Kangra earthquake (Mw 7.8) and 1975 Kinnaur earthquake (Mw 6.8) caused severe damage in Himachal Pradesh. The region is located between two major tectonic elements i.e the Main Central Thrust (MCT) and Main Boundary Thrust (MBT)



thus increasing the risk of future tremors. Given Shimla's fragile built environment, an earthquake today could cause significant destruction. Therefore, it is imperative for the college to adopt both structural and non-structural mitigation measures to ensure the safety of its community and infrastructure.

- 2. Landslides Landslides are a recurring hazard in Himachal Pradesh, causing loss of lives, property damage, and infrastructure destruction. In Shimla, overloaded slopes, unplanned construction, and weak geological formations make the city vulnerable. The 1971 Ridge landslide was a significant event, and ongoing excavation for infrastructure continues to destabilize slopes. While no major landslide has affected the college directly, nearby areas like Lakkar Bazaar, Dhalli, and Tibetan Market have suffered damage. The risk of landslides must be considered in disaster preparedness planning.
- 3. **Fire Outbreaks** Electrical faults, flammable materials, and human negligence can lead to fire incidents, particularly in hostels, laboratories, and library areas.
- 4. **Extreme Weather Events** Heavy snowfall in winters often leads to road blockages, disruption of transportation, and temporary isolation of the campus.
- 5. **Building Collapse** The age and structural integrity of some buildings may pose risks, especially during earthquakes or heavy snowfall.
- 6. Stampedes Large gatherings, particularly during events, examinations, or emergencies, increase the risk of crowd-related incidents. Government College, Sanjauli, with over 3,000 students and staff, is prone to congestion, especially during major events. Narrow staircases, steep slopes, and limited exit routes could worsen an emergency situation. While no stampedes have been recorded at the college, preventive measures such as crowd management strategies and emergency evacuation planning are essential for safety.
- 7. **Pandemics & Health Emergencies** Contagious diseases, highlight the need for health and sanitation measures to prevent outbreaks within the campus.

Given these risks, the college remains committed to implementing effective disaster preparedness and mitigation strategies to safeguard students, faculty, and staff.



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VULNERABILITY PROFILE OF THE COLLEGE

Vulnerability

Vulnerability denotes the intrinsic weaknesses or circumstances that render individuals, communities, systems, or assets more prone to harm or damage when faced with hazards. This concept is shaped by various physical, social, economic, and environmental elements that can heighten the risk and intensity of disaster consequences. Within the framework of the College Disaster Management Plan, two main categories of vulnerabilities have been recognized:

• Physical Vulnerability: This includes inadequate structural design, substandard construction practices, non-compliance with safety regulations, and insufficient land-use planning.

• Social Vulnerability: This encompasses socioeconomic inequalities, exclusion based on gender, discrimination related to age or disability, and other factors that hinder access to resources and assistance during crises.

Physical Vulnerability

The structural soundness of a building is affected by various elements, including the strength of its foundation, the durability of its columns, and compliance with seismic design standards. Buildings that do not incorporate hazard-resistant construction techniques are particularly vulnerable to damage, often resulting from inadequate engineering, outdated practices, or inappropriate material choices. Additionally, external factors can threaten the safety of the structure. A significant contributor to structural weakness is the insufficient knowledge in hazard-resistant construction, which heightens the risk of collapse. Although traditional construction methods have historically demonstrated resilience against natural disasters, the introduction of modern materials and techniques, especially Reinforced Cement Concrete (RCC), has presented new challenges.



The lack of qualified engineers and masons to ensure adherence to the National Building Codes further complicates the situation.

Government College, Sanjauli consists of several buildings erected at different times, each exhibiting varying levels of structural integrity. While the newer Science Block is believed to be earthquake-resistant, its actual capability has not been confirmed due to the lack of a Rapid Visual Screening and structural safety evaluation. Likewise, the stability of other significant structures, such as the Arts Block, Commerce Block, and Library Floor, remains uncertain. The Main Administrative Block, which dates back to the British colonial period, is a historically important edifice, yet its strength and resilience against seismic events also necessitate a comprehensive evaluation.

Non-Structural Vulnerabilities

In addition to structural deficiencies, non-structural hazards play a significant role in heightening the vulnerability of the college community. The primary concerns include:

• Obstruction of Emergency Exits: Large cabinets, bookshelves, and furniture positioned near doors and corridors may fall during an earthquake, obstructing escape routes and elevating the risk of injury.

• Fragile Window Panes: Loose or cracked glass panels present a serious danger during seismic activity, as broken glass can inflict severe injuries, which are among the most frequent casualties associated with earthquakes.

- Liquid spills near exits and on slippery walkways
- Unsecured flower pots, trophies, and statues placed at elevated positions
- Inadequate lighting in staircases and exit pathways
- Sharp or heavy objects positioned precariously
- Improper storage of hazardous chemicals in laboratories
- Exposed live electrical wires near buildings or loosely hanging electrical wires

Addressing these vulnerabilities through structural assessments, enhanced safety protocols, and increased awareness is essential for creating a safe environment for students, staff, and visitors.

Social Vulnerability

Social vulnerability is a complex issue shaped by multiple factors that influence the resilience and well-being of individuals, communities, and societies. Important determinants include levels of education and literacy, socio-economic status, the quality of governance, access to fundamental human rights, social equity, and cultural values.

Certain populations such as children, the elderly, and individuals with disabilities are especially vulnerable during disasters due to their limited mobility, restricted access to resources, and reliance on external support. Their capacity to safeguard themselves or evacuate during emergencies is frequently hindered, rendering them disproportionately susceptible to the severe consequences of hazards.

Recognizing and addressing social vulnerability is crucial for cultivating a resilient, inclusive, and well-prepared society that can effectively endure and recover from disasters. Additionally, social vulnerability highlights inequalities in access to resources necessary for disaster preparedness, response, and recovery. Contributing factors to vulnerability encompass poverty, caste/class distinctions, race/ethnicity, religion, gender, age (specifically children under five and seniors over sixty-five), disabilities, health issues, language and literacy challenges, and family dynamics such as single-parent households.

At Government College, Sanjauli, social vulnerability is evident among various student groups who may experience discrimination, inequality, or social exclusion. To evaluate this, demographic data from students, faculty, and non-teaching staff were examined.

The college has a total of 3527 students, comprising:

- General Category 2821 students (1323 boys, 1498 girls)
- Scheduled Castes (SC): 490 students (223 boys, 267 girls)
- Scheduled Tribes (ST): 154 students (109 boys, 45 girls)
- Other Backward Classes (OBC): 62 students (29 boys, 33 girls)

Additionally, 70 students belong to religious minorities, including 38 Buddhists, 16 Muslims, 8 Sikhs, 1 Jain and 7 Christians. Any form of discrimination based on religion or caste can hinder individuals' ability to prepare for and recover from disasters, as social injustices often deprive certain groups of critical resources and protection.



Furthermore, 14 students (7 boys, 6 girls) have disabilities. Although their proportion is small, physical, systemic, and behavioral barriers—such as inaccessible classrooms, inadequate basic amenities, and the absence of assistive devices—can severely impact their ability to respond to emergencies.

Gender and economic disparities further compound social vulnerability, limiting access to information and resources crucial for disaster resilience. Addressing these inequalities is essential to ensuring a safer and more inclusive environment for all members of the college community.

Enhancing Resilience through Vulnerability Mitigation:

To strengthen resilience, the college should undertake thorough structural safety assessments, relocate dangerous items, and establish effective disaster preparedness strategies. Adhering to earthquake-resistant building regulations, routinely evaluating infrastructure for vulnerabilities, and retrofitting older facilities will greatly enhance safety measures. Furthermore, equipping staff and students with emergency response training, performing regular evacuation drills, and implementing clear communication protocols will bolster preparedness. Eliminating non-structural risks, such as unsecured furniture, overhead equipment, and combustible materials, will further mitigate hazards. Additionally, investing in early warning systems, assembling emergency supply kits, and partnering with local disaster management agencies can provide an extra layer of safety and readiness.





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RISK PRIORITIZATION MATRIX

Taking into account the college's hazard and vulnerability profile, the risks posed by four major hazards have been evaluated based on two critical parameters: the likelihood of occurrence and the potential consequences. To effectively plan and implement risk management activities, it is essential to prioritize these hazards. Risk prioritization not only guides preparedness and response strategies but also supports informed decision-making regarding investments in disaster risk mitigation. To enhance clarity and facilitate understanding, the level of risk has been color-coded, reflecting the severity of each hazard at the college level.

The likelihood of each hazard is determined not		
only by its historical occurrence on the college	Colour	Level of Risk
premises but also by its frequency and pattern		Very Low Risk
across the state. The consequences are evaluated		Low Risk
based on existing physical vulnerabilities in the		Medium Risk
as well as prevailing social and demographic		High Risk
conditions.		Very High Risk



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Besides the four major risks concerning the college, the risk of three other hazards is also present in the college. Out of these, heavy snowfall has a higher frequency as compared to cloudburst and lightning





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PREPAREDNESS

Preparedness denotes the condition of being equipped to effectively address and manage both unforeseen and anticipated events. It encompasses proactive strategies, thorough planning, and training aimed at dealing with emergencies, risks, or challenges prior to their emergence. This concept of preparedness is relevant across multiple domains, including disaster management, healthcare, military operations, business continuity, and individual readiness.

Key Elements of Preparedness

Preparedness entails a proactive strategy for effectively managing risks and emergencies. It encompasses several critical components to ensure readiness prior to an incident. The following are the fundamental elements of preparedness:

1. Planning and Strategy Formulation

- Risk Evaluation: Recognizing potential threats, hazards, and vulnerabilities.
- Emergency Response Planning: Crafting protocols and action plans for responding to emergencies.
- Evacuation Strategies: Designing escape routes and safe zones for those affected.
- Policies and Regulations: Creating legal frameworks and guidelines for disaster management.

2. Training and Capacity Enhancement

- Skill Acquisition: Educating individuals and organizations in emergency response, first aid, and crisis management.
- Simulation Exercises: Conducting practice drills for various disaster scenarios.
- Community Involvement: Engaging local populations in disaster preparedness initiatives.

3. Resource Distribution

- Emergency Supplies: Accumulating food, water, medical kits, and other vital resources.
- Infrastructure Development: Constructing shelters, hospitals, and emergency response facilities.

• Financial and Technological Resources: Securing funding and access to advanced tools for preparedness.



4. Early Warning and Communication Systems

• Surveillance and Monitoring: Utilizing meteorological, geological, and health monitoring systems to identify risks.

• Public Alerts and Notifications: Establishing sirens, mass messaging, and broadcasting systems for alerts.

• Information Coordination: Creating communication pathways among agencies, communities, and stakeholders.

5. Public Awareness and Education

• Disaster Awareness Initiatives: Informing the public about risks and safety protocols.

- Educational Programs in Schools and Workplaces: Incorporating preparedness training in educational institutions and workplaces.
- Emergency Preparedness Workshops: Conducting sessions to enhance community readiness.

6. Coordination and Institutional Framework

• Government Entities: Enhancing the capabilities of disaster management organizations and their associated policies.

• Non-Governmental Organizations and Community Associations: Collaborating with humanitarian groups to facilitate an effective response.

• Inter-Agency Cooperation: Promoting collaboration among local, national, and international organizations.

Importance of These Aspects

- \checkmark Reduces loss of life and property
- \checkmark Ensures quicker response and recovery
- \checkmark Minimizes economic and social disruptions
- ✓ Strengthens community resilience

Preparedness Guidelines

An organized preparedness strategy is crucial for facilitating prompt, efficient, and coordinated reactions to possible emergencies. To protect both lives and infrastructure, it is imperative for the college administration to proactively enforce disaster management protocols in line with established guidelines.

- Establishment of the College Disaster Management Committee and Response Teams.
- Regular cyber security training for administrative and IT staff.
- Secure backup of college data and communication systems.
- Installation of slope monitoring signs and barriers.
- Collaboration with Geological Survey experts for periodic soil stability assessments.
- Drills simulating landslide evacuation.
- To conduct Mock drills especially to address earthquake, fire, stampede.

A high state of readiness is vital for reducing casualties, preventing injuries, and lessening economic impacts. Therefore, it is important to form a College Disaster Management Committee (DMC) and assign specialized teams dedicated to disaster response. These teams, which include both staff and students, will function under the oversight of the DMC, with clearly outlined roles and responsibilities

Resource Inventory

A well-maintained resource inventory is essential for effective disaster preparedness and response. It involves identifying, cataloging, and updating available resources within the college while also mapping external resources in the surrounding area. This helps in quick mobilization during emergencies and ensures that critical gaps are addressed.

Key Actions for Resource Inventory Management

- Cataloging internal resources such as stretchers, flashlights, fire extinguishers, hammers, spades, ropes, and first-aid kits.
- Identifying external resources within a 1–5 km radius for additional support.
- Displaying emergency contact numbers in key locations, including the principal's office and common areas.



• Maintaining health records of staff and students, including blood groups and emergency contacts on ID cards.

• Developing disaster preparedness checklists to assess the college's overall readiness.

By systematically managing resources, Government College, Sanjauli can ensure a swift and coordinated response to any disaster, minimizing risks and enhancing safety for students, faculty, non teaching staff and visitors.

Combat Strategy

1. Conduct a Risk Assessment

- Identify potential hazards (e.g., fire, earthquakes, floods, chemical spills, active threats).
- Evaluate risks associated with each building and specific areas (labs, libraries, hostels, etc.).
- Consider high-risk zones such as staircases, congested corridors, and basements.

2. Map the College Premises

- Obtain or create detailed floor plans of all buildings.
- Clearly mark all exits, staircases, and corridors.
- Identify emergency exits and alternative escape routes.
- Highlight areas like fire extinguisher locations, first-aid stations, and assembly points.

3. Designate Primary & Secondary Exit Routes

- Establish primary and secondary evacuation routes for each building.
- Ensure accessibility for people with disabilities (ramps, elevators, etc.).
- Indicate one-way evacuation flow to prevent congestion.

4. Assign Assembly Points

- Choose safe assembly points outside the building.
- Make sure these areas are spacious and free from hazards (e.g., falling debris, electrical wires).
- Clearly mark the assembly points on maps and place signage across the campus.



5. Install Emergency Signage & Equipment

- Use glow-in-the-dark exit signs and arrows guiding people toward exits.
- Place fire extinguishers, first-aid kits, and emergency alarms in accessible locations.
- Ensure emergency lights are installed in hallways and staircases.

6. Establish an Emergency Response Team

- Assign roles to staff, security personnel, and student volunteers.
- Train them in first aid, crowd management, and emergency response.
- Define roles like Evacuation Coordinators, Floor Wardens, and First-Aid Responders.

7. Develop an Evacuation Communication System

- Set up an alarm system (siren, PA system, mobile alerts).
- Use color-coded signals or pre-recorded announcements for different emergencies.
- Ensure backup power for communication devices.

8. Capacity Building and Awareness

- Organize training sessions, seminars, and workshops on disaster risk reduction.
- Promote community participation in preparedness and response activities.
- Incorporate disaster education into the curriculum where possible.

9. Conduct Evacuation Drills & Training

- Schedule regular evacuation drills (at least twice a year).
- Educate students and staff on emergency protocols through orientations and notices.
- Collect feedback from participants to improve future drills.

10. Document & Display the Plan

- Publish the evacuation plan in the college handbook and website.
- Display evacuation maps in classrooms, offices, labs, and corridors.
- Provide contact details of emergency responders (fire department, police, medical aid).

11. **Regular Review & Updates**

- Revise the plan annually in the month of March/April based on feedback and any structural changes in buildings.
- Update emergency contacts and response teams annually.



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MITIGATION

Mitigation refers to the efforts aimed at reducing or minimizing the negative impacts of hazardous events. While it may not always be possible to prevent disasters entirely, their effects can be significantly reduced through thoughtful planning and preventive action.

Mitigation strategies are typically classified into two categories: structural and non-structural measures.

- Structural measures involve engineering solutions, construction practices, retrofitting, and other physical interventions to strengthen buildings and infrastructure.
- Non-structural measures focus on policy improvements, public awareness, environmental planning, and administrative actions that reduce vulnerability and enhance preparedness.

Key Mitigation Activities

Non-Structural Measures to be Implemented in the College

- Ensure all hallways, staircases, and designated evacuation routes are kept clear of obstructions.
- Secure cupboards and heavy furniture by anchoring them to walls.
- Use shatter-proof containers for chemical storage in the chemistry lab.
- Anchor computers and other lab equipment to prevent toppling during tremors.
- Install and maintain fire extinguishers in every classroom and office.

Safety Audits

• Electrical Safety Audit: Inspection of the entire electrical system by a certified electrician, especially before the winter season.

• Fire Safety Audit: Assessment of fire hazards and identification of flammable materials throughout the campus.



• WASH Audit: Evaluation of the quality of drinking water and hygiene standards in washrooms and sanitation facilities.

Structural Measures to be Undertaken in the College

• Conduct Rapid Visual Screening (RVS) to identify buildings at risk during seismic events.

- Strengthen vulnerable structures through repair and retrofitting.
- Demolish severely damaged or structurally unsound buildings to eliminate potential hazards.

Safety measures

As part of its mitigation efforts, the college plans to conduct regular fire and electrical safety audits in collaboration with officials from the Electricity Board, Fire Services, and other relevant authorities. These safety checks should be conducted more frequently during the winter season, as increased electricity usage due to low temperatures raises the risk of short circuits and fire hazards.

In addition, the college administration routinely test the quality of drinking water and assess the hygiene conditions of washrooms to ensure a safe and healthy environment for students and staff.





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RESPONSE PLAN

- Response is 'Every action taken during or immediately after a disaster in order to save lives, reduce health impacts, and meet the basic needs of the people affected.' Disaster response is predominantly focused on immediate and short term needs. A proactive response will be based on an effective early warning systems and communication, and the preparedness level of established school management committees leading in the implementation of College Disaster Management Plan.
- Key Activities for Response
- Deployment of Evacuation, Search & Rescue and first aid teams
- Communication and alerting protocol
- Safe evacuation from the College area
- Informing the concerned departments like fire department, District Administration, Home guards and police etc.
- Arrangement of Food, water, shelter, logistic and necessary medicines.
- Preparing, reviewing and updating (if required) the Standard Operating Procedure (SOP)

Guiding Note for Response

Installation of Evacuation Routes, Signage & Fire Safety Equipment

To ensure rapid evacuation and fire safety preparedness, the college will install signboards and essential firefighting and rescue tools at designated points across the campus. This includes:

- Exit signboards in all corridors, staircases, classrooms, and hostel passageways

- Fire extinguishers (Type ABC and CO2) in labs, record rooms, the library, canteen, IT server room, and hostel

- First aid boxes in all departments and the principal's office



- Emergency ladders and ropes near older buildings and multi-storey areas

Additionally, an external firefighting system (hydrants and sump well), smoke detectors, and a Public Address System are being proposed for phased installation, starting with high-risk areas.

Constitution of Incident Response Teams (IRTs)

The college will establish dedicated Incident Response Teams under the supervision of the Disaster Management Committee (DMC). Each team will have faculty/staff coordinators and trained volunteers from NCC/NSS/Students' Union.

Team for Firefighting:

- Disaster Management Nodal Officer: Team Lead, Coordination
- NCC/NSS In-charge: Information, Evacuation Coordination
- Lab Staff: Operation of fire extinguishers
- Floor Monitors (Faculty): Student evacuation & rescue
- IT In-charge: Server room safety, MCB switch-off

Team for Medical/Health Emergency:

- Welfare Officer: Arrange ambulance/medical assistance
- NSS Unit Leader: First Aid and Transportation
- Department Representatives: Monitor injured students & provide support

Team for Natural Hazards (Earthquake/Landslide/Snowfall):

- Principal (or Vice Principal): Liaison with DDMA and local authorities
- Caretaker and Volunteers: Physical search, rescue, infrastructure check
- Admin Office Staff: Emergency communication and reporting



Actions to Be Taken During a Disaster

- Initiate the college-wide alarm and PA announcement system
- Activate evacuation protocol via designated staircases and exits
- Search and assist students with disabilities or injuries
- Coordinate with local authorities (Fire, Police, Medical)
- Ensure all data and records (physical and digital) are protected
- Keep real-time reporting to higher authorities (Principal, DDMA)

Use of Social Media and Mobile Technologies

- The college will maintain official WhatsApp groups for faculty and students
- Use Instagram and Twitter for updates during an emergency
- Student representatives will be briefed on how to report incidents
- College will explore mobile apps for disaster alerts and coordination

Roles and Responsibilities & Coordination Mechanism

Every response team member will have clearly defined responsibilities. Each team will have:

- One senior faculty member as supervisor
- NSS/NCC volunteers for field coordination
- Dedicated liaisons for external agencies like DDMA, Fire, and Health Services

Coordination with:

- Shimla Municipal Corporation
- Local Fire and Emergency Services
- Nearest Government Hospital
- Parents and community leaders
- Local NGOs (e.g., Red Cross, Yuvak Mandals)



Conclusion

The success of any disaster response lies in planning, clarity of roles, timely communication, and effective coordination. Government College, Sanjauli, is committed to building a resilient and safe campus through its organized response teams and infrastructure investments.

Sr. No.	Item	Quantity Available	Location(s)	Responsible Staff
1	ABC Fire Extinguishers	30	Labs, staff rooms, library, admin block	Lab Technician
2	CO ₂ Fire Extinguishers	10	Server room, computer lab	IT In-Charge
3	First Aid Kits	OF 15 FX(Principal Office, Departments, Hostel	All HODs, @ Volunteers Each from NSS, NCC @R&R
4	Emergency Ladders	8	Hostels, upper floor corridors	NCC Unit
5	Torches		DM Cell, Hostel Warden, NSS Room, NCC Room ,Staff Room & Each Dept.	Caretakers
6	Stretchers	5	Sports Department, NSS Room	Sports In- Charge, NSS Officer

Inventory of Disaster Response Resources (2025)





Response Infographic Overview





Earthquake Response Plan

During the Earthquake

- Drop, Cover, and Hold position until the shaking stops.
- Stay away from windows, staircases, and heavy shelves.
- Do not use elevators under any circumstance.
- Outdoors: move to clear open spaces away from buildings, walls, and electric lines.

Post-Tremor Evacuation

- Evacuation Teams will assess staircases and guide phased, floor-wise evacuation.
- Ensure calm, non-rushed evacuation, prioritizing upper floors and special-needs students.
- Stairwell safety monitors should be stationed on each floor.
- Assembly points must be on stable, open ground.

Search & Rescue / First Aid

- Search & Rescue Teams sweep the premises to locate and assist trapped or injured individuals.

- First Aid Teams triage injuries and provide on-spot assistance.
- Use stretchers, ropes, and manual methods for aid where necessary.

Communication Protocol

- Activate alert signals via sirens or bells.
- Designated staff inform District Administration, Fire, Police, and Medical services.
- Provide incident updates to Disaster Management Authority every 30 minutes.

Logistics & Shelter

- Temporary shelters to be set up in designated zones.
- Provide drinking water, packaged food, blankets, and sanitation supplies.
- Psychological support team offers emotional care and calm guidance to distressed individuals.



G C SANJAULI COLLEGE EVACUATION PLAN FOR EACH BLOCK

S	If you are in	Follow Exit	Go to	location
No		Route	assembly	
			point	
1	Admin Block front side on B1f	1	A	follow front gots on the left follow motel
1	Admin Block front side or B11	1	А	follow front gate on the feft, follow metal
				Stairs up to the main road towards
				Sanjaun Chowk
2	Backside of Admin Block or	3	С	follow lane between Block 2 & 1 via stairs
	B1b			towards boys' hostel
3	Science Block or B2	4	D	follow lane towards staff room and
				assemble at assembly point D i.e in front
				of Staff room
4	Science Block or B2 Floor 1 &	3	С	follow lane between Block 2 & 1 via stairs
	2 (CLT, BLT)	5	Ŭ	towards hove' hostel
5	Staff Room or B3	1	А	follow front gate on the left, follow metal
				stairs up to the main road towards
				Sanjauli Chowk
6	Anta Block on B4	2	D	Via parting lat towards main read ICMC
U	Arts block of b4	2	D	via parking lot towards main road iGMC
7	Arts Block or B4 (Room no 1 to	3	С	follow lane between Block 2 & 1 via stairs
	5 & canteen, BVoc floor)			towards boys' hostel
0		2	D	
δ	Arts Block or B4 (Room no 6 to	2	В	follow route via parking lot to the main
	3)			Foad towards IGMC
9	Arts Block or B4 (Room No 10,	2	В	follow route via parking lot to the main
	Girls common room)			road towards IGMC
10				
10	BCA Building behind admin	1	А	follow front gate on the left, follow metal
	block			stairs up to the main road towards
				Sanjauli Chowk
11	Commerce Block or B6 (Room	2	В	follow route via parking lot to the main
	no 16,17)			road towards IGMC
12	Commerce Block or B6 (Room	4	D	follow lane towards staff room and
	No 18, R&R Room)			assemble in front of staff room
13	Commerce Block or B6	1 (7 if	Α	follow front gate on the left, follow metal
	(Library (Basement, First	constructed)		stairs up to the main road towards
	Floor, Library)	()) () () () () () () () () (Sanjauli Chowk
14	Boys Hostel	6	С	from boys' hostel towards Sanjauli bypass
				road

Abbreviations



Exit Route 1: follow front gate on the left, follow metal stairs up to the main road towards Sanjauli Chowk (Assembly point A)

Exit Route 2: follow route via parking lot to the main road towards IGMC (assembly point B)

Exit Route 3: follow lane between Block 2 & 1 via stairs towards boys' hostel (Assembly point C)

Exit Route 4: follow lane towards staff room and assemble in front of staff room

at assembly point D

Exit Route 5: follow left side pathway in front of your room towards leading stairs connecting Sanjauli Bypass Road (Assembly Point C)

Exit Route 6: from boys hostel towards Sanjauli bypass road (Assembly point C)

Exit Route 7: Proposed for construction, via metal stairs to Sanjauli Bypass at Assembly point C

Assembly Point A: Main Road towards Sanjauli

Assembly Point B: Main Road towards IGMC

Assembly Point C: Main Road Towards Sanjauli bypass

Assembly Point D: Area (20m wide and 40 m long) in front of Staff Room

B1f: Admin Block 1(front side)

B1b: Admin Block 1(back side)

B2: Science Block 2 including CLT on ground floor, BLT on 1st Floor, PLT on 3rd Floor and Auditorium on 4 th Floor

B3: Staff Room Block 3

B4: Arts Block 4 including Ground floor room no 1 to 5, 2nd Floor room no 6 to 9, canteen, BVoc, Room No10 and girl's common room

B5: BCA Block 5 Building behind Admin Block,

B6: Commerce Block 6 (including basement and green room, reading room in floor 1, library in floor 2, classroom plus faculty room plus R&R room in floor 5)





SATELLITE IMAGE OF COE, GC SANJAULI, SHIMLA

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Arrow with white line: Blocks

Arrow with yellow line: Assembly Points

Arrow with Pink line: Exit Routes

EXECUTION PLAN TO EVACUATE IN CASE OF EMERGENCY

Admin Block 1 (B1f &B2b)

Total 2 floors with total 7 exit doors

S No	Floor	Block	Area included	Follo w Exit route numb er	Gather at assembly point	Officer In charge
1	Ground floor	B1f	principal office, BCA lab and staff room, IQAC room, Superintendent's Office, Clerks office behind IQAC room, IT Lab, Physical Education Room	1	A	Mr Muneet Lakhanpal or any BCA faculty present
2	Ground floor	B1b	Maths Room, BBA faculty Room, Public Admin	3	С	Dr Girsh Kapoor & Dr Purnima Thapar
3	First Floor	B1f	Geography Lab 1 &2, Music Room, Psychology Room	1 CE	A	Ms Mona Sharma, Dr Khyal, Dr Adarsh Sharma
4	First Floor	B1f	Conference Room	2	В	Mr Akshay Azad
5	First Floor	B1b	Music Room, IT LAB, Language Lab, English faculty room, Hindi Faculty Room	3	C	Dr Bavita Thakur & Dr Pooja Dulta

All steps will happen simultaneously

If officer in charge is not present any faculty member present in the situation will take the lead

Step 1 BCA LAB students will evacuate plus teachers available will move from upper deck to area outside principal office in the meantime BCA faculty will remind students and administrative staff to follow exit route 1 & gather at Assembly point A

Step 2 Evacuation will happen in queue and 3 rows



Step 3 Simultaneously all the concerned department will follow assigned exit route and will gather at pre- designated Assembly point

Step4 While following exit routes NCC cadets, NSS volunteers and Incident Response team will procure all the items assigned to them

EXECUTION PLAN TO EVACUATE IN CASE OF EMERGENCY

Science Block or B2

Total 4 floors with total 1 exit/ entry doors on each floor, only 1 (Common) stair case)

S No	Floor	Bloc k	Area included	Follow Exit route numbe r	Gather at assembly point	Officer In charge
1	Ground Floor	B2	Basement, storage, washroom	5	С	Mr Umesh
2	First Floor	B2	Chemistry Lecture Theatre (CLT), Chemistry staff room, Labs	3	С	Dr Shalu & Dr Yogesh Sood
3	First Floor	B2	Botany Lecture Theatre (BLT), Saff room, Labs	3	С	Dr Shweta, Dr Shikha, MS Sarla, Dr Sushil
4	Second Floor	B2	Physics Lecture Theatre, Staff Room, Geology Lab, Physics Lab	4	D	Dr Anuj, Dr Kirti Singha, Dr Shubham
5	Second Floor	B2	Auditorium, Philosophy faculty Room, Sociology faculty room, Environment faculty room (Upper Deck)	4	D	Mr Lakhbeer S Dhiman, Dr Ravinder

All steps will happen simultaneously

If officer in charge is not present any faculty member present in the situation will take the lead



Step 1 officer in charge of CLT area will locate themselves at main exit of the building. While evacuating they will continuously remind people to follow exit route and gather at Pre designated assembly point.

Step 2 officer in charge of CLT area will locate themselves at main exit of the building. While evacuating they will continuously remind people to follow exit route and gather at Pre designated assembly point.

Step 3 evacuation will happen in queue and 2 rows

Step 4 while following exit routes NCC cadets, NSS volunteers and Incident Response team will procure all the items assigned to them

EXECUTION PLAN TO EVACUATE IN CASE OF EMERGENCY

Staff Room or B3, BCA Building behind admin block or B5, Boys Hostel

S No	Floor	Bloc	Area included	Follow Exit	Gather	Officer In
		k	OF EXC	route	at	charge
			all of the	number	assembl	
			aller man	4D	y point	
1	Ground	B3	Girls common room	2	В	Dr Shivani
	Floor			3 0		Khatri, Dr
			G LANA A	NK		Hemlata
				N 82		Sharma
						D D 1
2	First	B3	Faculty Room	1	А	Dr Dinesh
	Floor					Negi, Dr
			A Street	1		Rohit Mokta
3	Second	B3	IGNOU Office	1	А	Dr
	Floor					Meenakshi
						Sharma
3	Single	B5	Three class room	1	А	Ms Priyanka
	floor					Chauhan
4	Boys	BH	Boys Rooms, Warden Residence,	6	C	Hostel
	Hostel		Kitchen, Reading Room			warden

All steps will happen simultaneously

If officer in charge is not present any faculty member present in the situation will take the lead

Step 1 officer in charge will locate themselves at main exit of each floor. While evacuating they will continuously remind them to follow exit route and gather at pre- designated assembly point



Step 2 evacuation will happen in queue and 2 rows

Step 3 while following exit routes NCC cadets, NSS volunteers, Hostel Representative and Incident Response team or anyone present on the situation will procure all the items assigned to them.

EXECUTION PLAN TO EVACUATE IN CASE OF EMERGENCY

Arts Block or B4

S No	Floor	Block	Area included	Follow Exit route numbe r	Gather at assembly point	Officer In charge
1	Ground Floor	B4	Room No 1 to 5	5	C	Mr Pankaj Verma
2	First Floor	B4	Room No 6 to 9	2	В	Ms Sheetal, Ms Uma
3	Ground Floor	B4	Canteen	3	С	Ms Surbhi Sharma
4	First Floor	B4	B Voc class room plus faculty Rooms	2	В	Dr Amrik Singh Thakur
5	Second Floor	B4	Room No 10, Political Science faculty room	2	В	Dr Poonam Chandel, Mr Abhishek Thakur

All steps will happen simultaneously

If officer in charge is not present any faculty member present in the situation will take the lead

Step 1 officer in charge will locate themselves at main exit of the each floor. While evacuating they will continuously remind them to follow exit route and gather at pre- designated assembly point

Step 2 Evacuation will happen in queue and 2 rows

Step 3 while following exit routes NCC cadets, NSS volunteers, Hostel Representative and Incident Response team or anyone present on the situation will procure all the items assigned to them.



EXECUTION PLAN TO EVACUATE IN CASE OF EMERGENCY

Commerce Block or B6

S No	Floor	Block	Area included	Follow Exit route numbe r	Gather at assembly point	Officer In charge
1	Basem ent	B6	Green House plus Storage	1	A	Mr Manoj Sharma
2	First Floor	B6	Reading Room plus Storage	1	A	Mr Manoj Sharma
3	Second Floor	B6	Library	1	А	Mr Manoj Sharma
4	Third Floor	B6	Class Room No 16, 17, Faculty room of Commerce Deptt., Economics Deptt, Storage	2	В	Dr Madan Shandil
5	Third Floor	B6	Class Room No 18, Faculty room of Commerce deptt., Storage	4	D	Mr Anupam, Dr Rajinder



All steps will happen simultaneously

If officer in charge is not present any faculty member present in the situation will take the lead

Step 1 officer in charge will locate themselves at main exit of each floor. While evacuating they will continuously remind them to follow exit route and gather at pre- designated assembly point

Step 2 Evacuation will happen in queue and 2 rows

Step 3 while following exit routes NCC cadets, NSS volunteers, Hostel Representative and Incident Response team or anyone present on the situation will procure all the items assigned to them.







SATELLITE IMAGE OF COE, GC SANJAULI, SHIMLA





9

RECOVERY

Introduction

Recovery is a long-term and continuous process that helps the college and its community return to normal functioning after a disaster. It involves rebuilding damaged infrastructure, restoring academic operations, and addressing the psychological and social needs of students and staff. The goal is not just to recover but to 'Build Back Better'—making the institution more resilient and inclusive than before.

Key Recovery Activities

- Reconstruction and retrofitting of damaged college buildings and infrastructure
- Resuming academic sessions with safety protocols and temporary classrooms, if required
- Providing psychosocial support and mental health counseling
- Restoring teaching materials, digital infrastructure, and records
- Sanitization and health checks to ensure safe return

Impacts of Disasters on Educational Institutions

- Structural damage to classrooms, hostels, and administrative buildings
- Use of buildings as temporary shelters
- Psychological trauma, injuries, or loss of life
- Disruption of academic calendars and exams
- Increased dropout risk if not addressed properly
- Potential disease outbreaks due to unsanitary conditions

Stakeholders in Recovery

Recovery efforts must involve multiple stakeholders:

- College administration and Disaster Management Committee

- Teachers, students, and support staff
- Parents and local community members
- District administration and DDMA
- NGOs, healthcare workers, and mental health professionals

Psycho-social and Mental Health Support

Post-disaster trauma can significantly affect learning and well-being. The college will:

- Set up a counseling support team
- Conduct group therapy and awareness sessions
- Train teachers in basic psychological first aid
- Establish peer-support networks among students

Building Back Better and Long-term Resilience

Recovery is an opportunity to rebuild smarter:

- Ensure disaster-resilient construction and safety audits
- Upgrade infrastructure to be inclusive and accessible
- Integrate Disaster Risk Reduction (DRR) and life skills into the curriculum
- Establish sustainable energy and water systems to improve preparedness

Conclusion

Recovery is more than just physical reconstruction. It is about healing, restoring hope, and preparing the institution for a stronger future. Government College, Sanjauli is committed to ensuring that recovery efforts lead to a safer, more inclusive, and better-prepared educational environment.



Recovery Infographic Overview

RECOVERY

Helping the college bounce back from a disaster, while also "building back better" for a safer future.

KEY ACTIVITIES



Health & safety checks



Recovering & teaching materials



Repairing & retroffitting buildings



Restoring digital infrastructure

PSYCHOSOCIAL SUPPORT

Form counselling teams; training teachers in first aid to support student mental health

EDUCATIONAL CONTINUITY



Reopening in phases, creating temporary classrooms if needed; restoring

BUILDING LONG-TERM RESILIENCE



Retrofitting; mmaking the campus more inclusive and disaster-resistant; incorporiting Disaster Risk Reduction DRR curriculum



COORDINATION

College DMC; DDMA; ts., PRMA, teachers students, parents, local government





10

COLLEGE DISASTER MANAGEMENT COMMITTEE

CORE COMMITTEE

Chairperson: Principal -(Prof. Bharti Bhagra) <u>9418310988</u>

Vice-Chairperson: (Mr. Deepak Keprate) 9418232123

Co-Chairperson: Coordinator, DM Cell (Dr. Rakesh Sharma) 9418493376

Treasurer: Superintendent (Mr.Anil Kumar Chauhan) 9418077383

Secretary: Asstt. Coordinator, DM Cell (Dr. Khyal Chand) 8894930726

MEMBERS

Coordinator of College DM Teams: (Ms.Mona Sharma)- 9805069178

Coordinator of NCC (Dr. Rohit Kumar Mokta)- 9418072446

Coordinator of NSS (Dr.Pooja Dulta)- 9418015557

Coordinator of Ranger and Rovers (Dr.Poonam Chandel) - 8988040176

In-charge of Hostel(Dr. Vinod Kumar)- 8580682606

Rep. of the Parents-Teachers' Association (Mr.Shashi Shekhar Cheenu, President, PTA) 7649920101

Rep .of Police Department (Mr.Dalip Singh, Sub-Inspector, Police Post Lakkar Bazar) 8894728039; 01772655376

Rep.of Health Department (Dr.Ashwani Sood ,DDU Zonal Hospital) 9418211888

Rep. of Fire Department (Mr.Satya Prakash Sharma, Asstt. Fire Officer, FS Chhota Shimla) 9418645721

Rep. of Civil Defense (Ms. Sangeeta Sood, Post Warden , Sanjauli)- 9418465609 Representative of DM Cell, MC Shimla (Ms. Harkanchan Singh)-9816115320



11

COLLEGE DISASTER MANAGEMENT TEAMS

AWARENESS GENERATION TEAM

1.	Ms. Himani Saxena	9318817003
2.	Dr. Kirti Singha	9418470909
3.	Mr. Abhishek Thakur	7807928736
4.	Mr. Yogesh Kumar	9418452005
5.	Ms. Hem Lata Sharma	9418461423
6.	Ms. Anupama Chaudhary	9418115744
7.	Dr. Anjana Sharma	9817115030
8.	Dr. Poonama Verma	7807959565
9.	Mr. Chander Verma	9418400506
10.	Mr. Satish Sharma	7018337474
11.	Mr. Shubham Chaudhary	9872006256
12.	Dr Khayal Chand	8894930726
13.	Mr. Muneet Lakhanpal	<mark>98</mark> 16125759
14.	Ms. Priyanka Chauhan	9418686327
15.	Mr. Gulab Singh Negi	9459038335
16.	Mr. Varinder Singh	9816423153
17.	Ms. Giano Devi	9805057799
18.	Ms. Kirta Devi	9817904785
19.	Mr. Uma Dutt	9816634818
20.	Ms. Radha Devi	9816293056
	FIRST AID TEA	M
1.	Cdt. Saurav	7807039771
2.	Cdt. Iesika Gautam-	7650020033
3.	Cdt. Anuj Thakur	8351901456

Cdt. Avanshika Chandel 6230404493

4.

SEARCH AND RESCUE TEAM

1.	Dr. Minakshi Sharma	9418460610
2.	Ms. Deepti Gupta	9418963037
3.	Dr. Shalu Chauhan	9418560226
4.	Ms .Reeta Chandel	9418149705
5.	Dr .Girish Kapoor	9817116343
6.	Dr. Purnima Thapar	9736155739
7.	Dr. Poonam Sharma	9418342125
8.	Mr. Rajinder Singh	9418306263
9.	Ms.Dolma Devi	9418543514
10.	Cdt. Chunni Lal	9015340789
11.	Cdt. Meenakshi	9317954421
		IQ P

FIRE SAFETY TEAM

1.	Mr. Abhishek Thakur	7807928736
2.	Mr. Yogesh Kumar	9418452005
3.	Dr. Rohit Kumar Mokta	9418072446
4.	Mr. Surinder Chauhan	9418806000
5.	Mr.Amar Chand	9418062554
6.	Mr .Khem Chand	9418121719
7.	Mr.Lajpat Rai	9418837639
8.	Ms.Santosh Devi	9816518141
9.	Cdt. Virender Singh	9805817454
10	.Cdt.Leeva Sharma	6230887764

EVACUATION TEAM

1.	Mr.Prashant Thakur	8679672259
2.	Ms. Bavita	9625078150
3.	Dr. Harsh Bhardwaj	8279898735
4.	Mr.Arun Kumar	8894336646
5.	Mr.Anupam Verma	7018922301
6.	Dr.Sushil Sharma	9893128635
7.	Ms.Sunita Thakur	9418589666
8.	Ms.Meena Sharma	9459579677
9.	Ms.Kanta	7807598503
10.	Cdt.Aastik	8219854411
11.	Cdt. Trisha	8628872047

SITE SECURITY TEAM

1.	Mr. Vikram Bhardwaj	<mark>9</mark> 418084791
2.	Dr. Adarsh Sharma	9459600100
3.	Mr. Shubham Choudhary	9872006256
4.	Mr. Muneet Lakhanpal	9816125759
5.	Ms. Pratiksha Chauhan	9418506580
6.	Ms. Priyanka Chauhan	9418686327
7.	Mr. Rajinder Singh	8628906263
8.	Mr. Mangat Ram Dhanta	9418008217
9.	Mr. Laiq Ram Sharma	8988375395
10.	Cdt. Pushpender Gautam	8091996287
11	. Cdt. Samriti	8091149299

PSYCHOSOCIAL SUPPORT TEAM

1.	Ms. Deepti Gupta	9418963037
2.	Ms. Vidushi	8628874401
3.	Mr. Dev Dutt	7876143393
4.	Ms. Kanta Devi	9418264862
5.	Ms. Parkashvati	9459253840
6.	Cdt. Pankaj	9015912985
7.	Cdt. Niharika	7876964370



PUBLICRELATIONS TEAM

1. Prof. Bharti Bhagta	9418310988
2. Dr. Shiwani Khatri	9418453299
3. Dr .Harshvardhan Singh Khimta	981625013
4. Dr.Bavita Thakur	9625078150
5. Mr. Sandesh Kumar Kalta	8628829382
6. Mr. Akshay Azad	8968956004
7. Mr. Sanjeev Meghta	9816747566
8. Mr. Rohit Verma	9418481738
9. Mr. Raj Kumar	8988076517
10. Cdt. Neeraj	7807439602
11. Cdt. Kuki Chauhan	9459647790
	0 A 1

INCIDENT RESPONSE TEAMS (IRTS)

Hod OF EACH DEPARTMENT- ALL NCC CADETS- ALL NSS VOLUNTEERS ALL RANGER AND ROVER - CLASS REPRESENTATIVES - SUPREIENTENDENT FIFTEEN REPRESENTATIVE FROM EACH CLASS





12 ROLE AND RESPONSIBILITY OF THE TEAMS

College Disaster Management Committee (CDMC)

The College Disaster Management Committee is responsible for the overall planning, coordination, and supervision of disaster preparedness, response, and recovery activities within the institution.

Key Responsibilities:

- Develop and periodically update the College Disaster Management Plan.
- Coordinate with district/state disaster management authorities.
- Conduct risk assessments and vulnerability mapping.
- Oversee training, mock drills, and capacity-building programs.
- Ensure availability of emergency resources and supplies.
- Monitor the functioning of all sub-teams during a disaster.
- Review and evaluate post-disaster response and revise strategies accordingly.

Sub-Teams and Their Roles

1. Awareness Generation Team

- Conduct awareness campaigns on disaster risks and safety protocols.
- Organize workshops, seminars, and poster presentations.
- Distribute IEC (Information, Education, Communication) materials.
- Engage students in preparedness activities and safety clubs.

2. First Aid Team

- Provide immediate medical assistance during emergencies.
- Maintain and regularly check first aid kits across campus.
- Coordinate with nearby hospitals and health services.
- Maintain a list of students and staff with medical training.

3. Search and Rescue Team

- Conduct search operations in case of building collapse or entrapment.
- Rescue injured or trapped individuals and provide them to the First Aid Team.
- Use safety gear and follow proper rescue techniques.
- Coordinate with official emergency responders if needed.

4. Fire Safety Team

- Inspect and ensure the functionality of fire extinguishers and alarms.
- Identify and report potential fire hazards.
- Guide fire response during incidents and use extinguishers where necessary.
- Conduct fire drills and train staff/students in fire safety measures.

5. Evacuation Team

- Design and mark evacuation routes and emergency exits.
- Guide students and staff to designated assembly points during a disaster.
- Ensure that persons with disabilities or injuries are assisted.
- Maintain order and avoid panic during evacuation.

6. Psychological Support Team

- Provide emotional and psychological support to those affected by disasters.
- Identify individuals showing signs of trauma or distress.
- Collaborate with professional counselors or psychologists if required.
- Raise awareness about mental health preparedness and recovery.

7. Site Security Team

- Secure college premises during and after a disaster.
- Prevent unauthorized access to restricted or unsafe areas.
- Protect valuable equipment, records, and resources.
- Coordinate with local law enforcement if needed.

8. Public Relations Team

- Serve as the official point of contact for all external communication.
- Provide timely and accurate information to students, staff, parents, and media.
- Help manage rumors and misinformation during emergencies.
- Maintain a contact database for emergency communication.

9. Cyber Security Team

- Ensure the protection of digital infrastructure and data during disasters.
- Back up important academic and administrative records regularly.
- Monitor for cyber threats, especially during emergencies when systems may be vulnerable.
- Coordinate with IT support for rapid recovery of systems after disruption.



13

CONTACT DETAILS OF COLLEGE STAFF

Prof. Bharti Bhagra	Principal	9418310988	
FA	CULTY OF ARTS		
DEPARTMENT OF ENGLISH: 1. Mr. Deepak Keprate 2. Dr. Himani Saxena	Associate Professor Associate Professor	9418232123 9318817003	
3. Dr. Shiwani Khatri	Associate Professor	9418453299	
4. Dr. Harsh Vardhan Singh Khimta	Assistant Professor	9816250133	
5. Dr. Pooja Dulta	Assistant Professor	9418015557	
6. Ms. Anupama Chaudhary	Assistant Professor	9418115744	
7. Mr. Vishal Rangta	Assistant Professor	8219101301	
8. Ms. Hem Lata Sharma	Assistant Professor	9418461423	
9. Dr. Harsh Bhardwaj	Assistant Professor	8219898735	
DEPARTMENT OF ECONOMICS:			
 Dr. Madan Shandil Dr. Ram Lal Bhardwaj Ms. Kreety Thakur 	Associate Professor Assistant Professor Assistant Professor	9418754700 9418413475 8219666097	
DEPARTMENT OF ENVIRONMENT:			
1. Mr. Lakhbeer Singh	Assistant Professor	9418193228	
DEPARTMENT OF GEOGRAPHY: 1. Ms. Mona Sharma Assistant Professor 9805069178			
2. Dr.Khyal Chand	Assistant Professor	8894930726	
3. Dr. Adarsh Sharma	Assistant Professor	9459600100	
DEPARTMENT OF HINDI: 1. Dr. Dinesh Kumari Negi 2. Dr. Bavita Thakur 3. Mr. Arun Kumar	Assistant Professor Assistant Professor Assistant Professor	9418698974 9625078150 8894336646	

DEPARTMENT OF HISTORY:

OF EX

1. Mr. Vikram Bhardwaj	Associate Professor	9418084791
2. Mr. Chander Verma	Assistant Professor	9418400506

DEPARTMENT OF JOURNALISM & MASS COMMUNICATION:

Assistant Professor	8628829382		
CS:			
Assistant Professor Assistant Professor Assistant Professor	9817116343 9817115030 9418342125		
Assistant Professor Assistant Professor	8580682606 9418072446		
Assistant Professor	7807959565		
DEPARTMENT OF PHYSICAL EDUCATION:			
Assistant Professor	7018337474		
DEPARTMENT OF POLITICAL SCIENCE: 1. Dr. Poonam Chandel Assistant Professor 8988040176 2. Mr. Abhishek Thakur Assistant Professor 7807928736			
DEPARTMENT OF PSYCHOLOGY:			
	Assistant Professor CS: Assistant Professor Assistant Professor Assistant Professor Assistant Professor Sistant Professor CUCATION: Assistant Professor CIENCE: Assistant Professor Sistant Professor Y: Assistant Professor		

DEPARTMENT OF PUBLIC ADMINISTRATION:

1. Dr. Purnima Thapar	Assistant Professor	9736155739
DEPARTMENT OF SANSKRIT: 1. Dr. Rakesh Sharma	Associate Professor	9418493376
DEPARTMENT OF SOCIOLOGY:		
 Mr. Prashant Thakur Dr. Ravinder Kumar 	Assistant Professor Assistant Professor	8679672259 9418966248

FACULTY OF COMMERCE:

S OF EXC

DEPARTMENT OF COMMERCE:		
1. Dr. Rajender Singh	Assistant Professor	9736292816
2. Dr. Anupam Verma	Assistant Professor	7018922301
3. Dr. Reena Thakur	Assistant Professor	8988051763
FACULTY OF SCIENCE:	2.2 %	
DEPARTMENT OF BOTANY:		
1. Ms. Deepti Gupta	Assistant Professor	9418963037
2. Dr. Sushil Sharma	Assistant Professor	9893128635
3. Dr. Shikha Chandel	Assistant Professor	7087274087
DEPARTMENT OF CHEMISTRY:	CUMPLE /	
1. Dr.Shalu Chauhan	Assistant Professor	9418560226
2. Mr. Yogesh Kumar	Assistant Professor	9418452005
3. Ms. Rita Chandel	Assistant Professor	9418149705
DEPARTMENT OF PHYSICS:		
1. Mr. Anuj Sharma	Assistant Professor	9816037344
2. Dr. Kirti Singha	Assistant Professor	9418470909
DEPARTMENT OF ZOOLOGY:		
1. Dr. Minakshi Sharma	Associate Professor	9418460610
2. Dr. Shweta Sharma	Assistant Professor	9418686151
3. Ms. Sarla Thakur	Assistant Professor	9418917076
DEPARTMENT OF GEOLOGY:		

1. Mr. Shubham Choudhary	Assistant Professor	9872006256
DEPARTMENT OF COMPUTER S 1. Mr. Surinder Chauhan	SCIENCE: Assistant Professor	9418806000
FACULTY OF BCA:1. Mr. Muneet Lakhanpal2. Ms. Pratiksha Chauhan3. Ms. Priyanka Chauhan		9816125759 9418506580 9418686327
4. Ms. Sheetal Chauhan		8988202538
5. Mr. Ashok Kumar		9459226297
6. Dr. Anita Verma		9459725281
FACULTY OF B.VOC:		
1. Mr. Suraj Jamalta	VT	9816607262
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3. Mr. Umesh Singh Rana	OF VIXCON	9625909001
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