

Dzongkhag Disaster Management & Contingency Plan 2018

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Dzongkhag Administration, Pema Gatsel

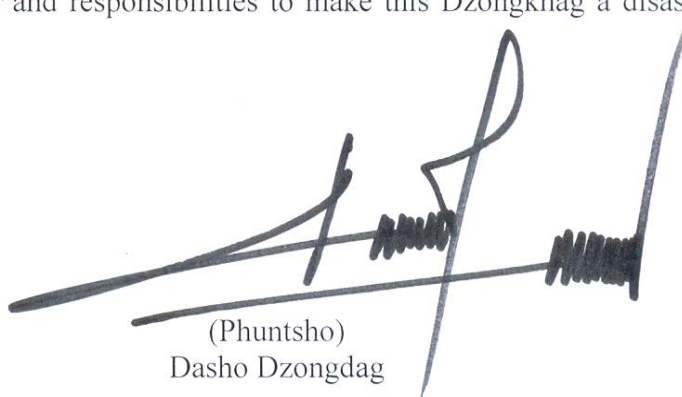
FOREWARD

In accordance with the section 77 of the Disaster Management Act of Bhutan 2013, the Dzongkhag Disaster Management Committee, Pema Gatshel Dzongkhag has developed Dzongkhag Disaster Management and Contingency Plan. It is prepared through conduct of Hazard, Vulnerability and Capacity Assessment (HVCA) of the 11 Gewogs. There were several deliberations among the Gups, Gewog Administrative Officer (GAOs), Tshogpas, sector heads, representatives from the schools and regional offices. Data collection and analysis, and simulations on standard procedures were simultaneously conducted that ultimately led to endorsement from the Dzongkhag Disaster Management Committee (DDMC). Hence, we believe that there is a DM linkage across all sectors.

The drafting of the DM and Contingency Plan started since December 2016 and came to a shape only in January 2018. It was possible only with the support of Department of Disaster Management. The officials from the department were present for the coordination meeting which was held from 24-26th January 2018 wherein most of the strategies were incorporated only because of their technical expertise and experiences.

The Dzongkhag Disaster Management Plan presents hazard, vulnerability and capacity profile for the 11 Gewogs. The plan also outlines priority disaster risk reduction, awareness raising and capacity building activities and spells out the standard procedures for response. Implementation and monitoring process for the plan are also included. With the changing risk patterns and frequency of disasters, formulation of Dzongkhag specific disaster management plan is an important strategy to strengthen local level disaster management systems and systematically reduce disaster risks.

The Disaster Management Plan, which shall be revised every after five year, is to be referred by the Dzongkhag administration and sector offices to ensure mainstreaming and integration of disaster risk management into their annual and five-year development plans. It is required that Stakeholders, relevant National Disaster Management institutions and agencies take ownership and fulfill their own roles and responsibilities to make this Dzongkhag a disaster resilient and safe place.



(Phuntsho)
Dasho Dzongdag

Acknowledgements

Pema Gatshel Dzongkhag would like to extend our sincere gratitude and appreciation to the Department of Disaster Management, Ministry of Home and Cultural Affairs, for guidance as well as inputs of the DM Plan

The Dzongkhag would also like to extend our appreciation to the Dasho Dzongdag, Dasho Dzongrab, OC, Dasho Dungpa, all the sector head, local leaders and heads of the regional offices for constant support and cooperation in coming up with systematic Dzongkhag Disaster Management and Contingency Plan.

Finally, we would like to acknowledge every individual for your active participation throughout the course of drafting and finalizing this DDMCP.

ACRONYMS

CBDRM	Community Based Disaster Risk Management
DDM	Department of Disaster Management
DM Act, 2013	Disaster Management Act of Bhutan, 2013
DM	Disaster Management
DDMC	Dzongkhag Disaster Management Committee
DT	Dzongkhag Tshogdu
GNH	Gross National Happiness
GT	Gewog Tshogdey
HVCA	Hazard, Vulnerability and Capacity Assessment
NASART	National Search and Rescue Team
NDMA	National Disaster Management Authority
RBP	Royal Bhutan Police
SDMP	School Disaster Management Plan

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Scope & Objectives

The Disaster Management and Contingency Plan for Pema Gatshel Dzongkhag is prepared as mandated by the Disaster Management Act of Bhutan 2013. The plan is endorsed by the Dzongkhag Disaster Management Committee (DDMC) on 29/03/2018 and will serve as a document for reference by all relevant stakeholders and sectors for implementation of activities for risk reduction and preparedness. It will also guide the Dzongkhag in response and relief operations.

The objectives of the Dzongkhag Disaster Management Plan are:

- To ensure mainstreaming and facilitation for implementation of disaster risk reduction and preparedness activities in the Dzongkhag;
- To ensure required capacities are developed for risk reduction, mitigation, preparedness and response;
- To increase awareness on disaster risks, risk reduction and preparedness measures in the Dzongkhag;
- To establish a coordination mechanism for emergency response and relief operations.

The objectives of the Dzongkhag Contingency Plan are:

1. Life-saving and public safety
2. Life sustaining for the first two weeks
3. Ensuring Dzongkhag's resilience
4. Laying the foundation for 'Build Back Better'

Chapter 1: Overview of Pema Gatshel Dzongkhag

1.1 Geography

Pema Gatshel, meaning “Blissful Land of the Lotus”, is one of the least developed and remotest Dzongkhag located in the southeastern part of the country. The Dzongkhag covers an area of about 1023 sq. km with elevation ranging from 1000 to 3,500 meters above sea level. The Dzongkhag has 87.65% of forest coverage (RNR Statistics, 2012). It shares its borders with the Dzongkhags of Trashigang in the north and north-east, Mongar in the north and north-west, Zhemgang in the west, Samdrup Jongkhar in the south and south east.

1.2 Social and Administrative Profile

Pema Gatshel Dzongkhag, recently recognized as the happiest Dzongkhag, was declared as a separate Dzongkhag in 1974. Until then she was under Monger Dzongkhag. The main sources of income for the people of Pemagatshel are agriculture and livestock. The main cereal crop is maize while oranges, potatoes, subtropical fruits and vegetables constitute the cashcrops. Druk Satair Corporation Limited and gypsum powder factory at Khothakpa under Shumar Gewog are the sources of off-farm income for the people. The minerals available in the Dzongkhag include gypsum, talc and quartzite.

The Dzongkhag is administratively supported by a Dungkhag in Nganglam and eleven Gewogs namely, Chongshing, Chimung, Choekhorling, Dechheling, Dungmin, Khar, Nanong, Norbugang, Shumar, Zobel and Yurung.

1.3 Table 1 – Key Demographics

Sl	Gewogs	Area (Sq. Km.)	No. of House holds	Population		Health Facilities			Schools				
				Total		Hospita l	BHU	ORC	HSS	MSS	LSS	PS	ECR
1	Chhimung	52.8	201	1724		0	1	1	0	0	0	1	1
2	Chongshing	126.47	260	2351		0	1	1	0	0	1	1	1
3	Choekhorling	31.03	203	2170		0	0	1	0	0	0	1	1
4	Dechheling	137.03	315	4226		0	1	3	0	0	1	1	0
5	Dungmaed	109.98	383	3253		0	2	3	0	0	0	2	1

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6	Khar	114.08	380	3911		0	1	5	0	0	1	1	1
7	Nanong	81.7	326	4750		0	2	5	0	1	0	2	1
8	Norbugang	181.7	541	3237		0	2	5	1	0	1	1	0
9	Shumar	92.16	690	5980		1	0	4	1	1	1	3	1
10	Yurung	28.2	389	2742		0	1	1	0	1	0	2	1
11	Zobel	68	356	3129		0	1	4	0	0	1	1	2

BHU – Basic Health Unit; ORC – Out Reach Clinic; HSS – Higher Secondary School; MSS – Middle Secondary School; LSS – Lower Secondary School; PS – Primary School; ECR – Extended Classroom

1.4 Weather and Climate

The Dzongkhag has moderate climatic condition and quite hot at lower altitude in summer. It experiences an average annual rainfall of 1500mm to 3000mm.

1.5 Economy

The completion of Gyalposhing–Nganglam highway and Tsebar-Mikuri–Durungri feeder road, the commencement of the cement production from Dungsam Cement Corporation Limited, the feasibility study of establishing a regional hub at Nganglam, the ongoing construction of the Pema Gatshel *Dzong* and development of new township at Rinchenthang and Denchi are some of the major activities in the *Dzongkhag* during the Eleventh Five Year Plan. These projects pose greater economic opportunities for the *Dzongkhag* in terms of employment generation and household income.

The *Dzongkhag* has potential for cultivation of horticultural crops like cardamom, ginger, vegetables and tropical fruits. However, farm labor shortage, lack of storage and marketing facilities has been the major challenges. The gypsum mining and the gypsum power factory at Khothakpa provide employment for unskilled laborers.

Chapter 2: Dzongkhag Disaster Management System

2.1 Dzongkhag Disaster Management Committee (DDMC)

Pema Gatshel Dzongkhag Disaster Management Committee (DDMC) is constituted as below in line with the provisions of the DM Act of Bhutan, 2013:

Sl	Members	Designation/ Organization	Remarks	Contact No.
1.	Phuntsho	Dzongdag	Chairperson	17607425
2.	Passang Dorji	Dzongrab	Deputy Chair	17387753
3.	Ugyen Kelzang	OC	Member	17471177
4.	Pema Dorji	Chairperson of Dzongkhag Tshogdu	Member	17688513
5.	Sangay Tshering	Kidu Officer	Member	17533939
6.	Yeshi Wangdi	Gup, Chhimoong Gewog	Member	17803611
7.	Tsheltrim Dorji	Gup, Choekhorling Gewog	Member	17755741
8.	Sonam Rinchen	Gup, Dechhenling Gewog	Member	17693287
9.	Ugyen Tshering	Gup, Dungmaed Gewog	Member	17821268
10.	Ngajay Dorji	Gup, Khar Gewog	Member	17631572
11.	Sonam Jamtsho	Gup, Nanong Gewog	Member	17720155
12.	Ugyen Dorji	Gup, Norboogang Gewog	Member	17687168
13.	Sangay Chopel	Gup, Shumar Gewog	Member	17568956
14.	Sangay Thinley	Gup, Yurung Gewog	Member	17825735
15.	Pema Dorji	Gup, Zobel Gewog	Member	17635356

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16.	Pema Gyalpo	Drungchen, Dzongkhag Rabdey	Member	17748787
17.	Jigyel Phuntsho	Thromdey Thuemi	Member	17632001
18.	Yezer	Accounts Officer	Co-opted member	17912647
19.	Kinzang Tshering	DAO	Co-opted member	17931522
20.	Dorji Passang	DEO	Co-opted member	17612417
21.	Jigme Kelzang	DHO	Co-opted member	17606306
22.	Sonam Jamtsho	DE	Co-opted member	17906527
23.	Norbu Tenzin	CO	Co-opted member	17296116
24.	Kinley	DPO	Co-opted member	17580651
25.	Dorji Drakpa	DT	Member Secretary	17499018

On the expiry of the term/ resignation of the Dzongdag (Chair), the Dzongrab (Vice-Chair) will take over the functions of the chair. In case of the expiry of term/ resignation of Gup, the Chair of the DDMC may temporarily designate an official from the local government as a member of the DDMC to serve until the vacancy is duly filled.

2.2 Functions of DDMC

The DDMC shall be responsible for coordinating and managing all disaster management operations in the Dzongkhag under the direction and supervision of the National Disaster Management Authority (NDMA).

In line with clause 31 of DM Act 2013, the DDMC shall:

- a) Prepare, review, update and implement the Dzongkhag Disaster Management and Contingency plan
- b) Monitor and evaluate measures taken for prevention, mitigation, preparedness, response, recovery and capacity building by each sector in the Dzongkhag
- c) Ensure establishment and functioning of the Dzongkhag Emergency Operation Center
- d) Ensure mainstreaming of disaster risk reduction into the development plan, policy, program and project
- e) Ensure compliance of the approved hazard zone and vulnerability map
- f) Ensure the enforcement of structural and non-structural measures

- g) Ensure that information about an event or a disaster is promptly communicated to the NDMA, DDM and all concerned.
- h) Ensure that the damage assessments in the field are carried out professionally and efficiently without fear or favor
- i) Coordinate and support disaster response and relief operation including recovery and reconstruction
- j) Ensure that detailed reports and regular updates on disaster event is provided to the DDM upon completion of field assessment of the situation
- k) With the support of the DDM promote education, awareness, capacity building and community training on hazard, risk, vulnerability and measures to be taken by the community to prevent, mitigate and respond to disaster
- l) Conduct regular mock drill
- m) Report on a quarterly basis to the NDMA on the progress of implementation of its DM plan
- n) Perform such other function as may be prescribed under the Act or any law in force or as directed by the NDMA/ DDM

In the case of a disaster, the Chairperson of the DDMC may exercise all or any of the functions of the DDMC, subject to ex post facto ratification of the Committee.

The DDMC is mandated to meet at least twice a year and to frame rules and regulations concerning the conduct of its meeting.

2.3 Functions of Chairperson

1. The Chairperson of the DDMC shall exercise and discharge such functions of the DDMC as the committee may delegate
2. Without prejudice to the generality of the provision contained in section 37 of this Act, the Chairperson of the DDMC shall:
 - a) Regularly review and assess the effectiveness of DM Plan
 - b) Ensure decision and policy formulated by the DDMC is implemented
 - c) Ensure that disaster risk reduction and disaster management activities are consistent with Disaster Management Strategic Framework.
 - d) Provide prompt information on a disaster or an impending disaster situation to the DDM
 - e) Provide regular updates and detailed reports on a disaster event to the DDM upon completion of filed assessment of the situation
 - f) Manage response and relief operation in accordance with the directives issued by the national Disaster Management authority; and
 - g) Coordinate delivery of services and resources to disaster affected communities

Chapter 3: Disaster Risk Profile (HVCA)

Like any other Dzongkhags in Bhutan, Pema Gatshel Dzongkhag is also susceptible to both natural and man-made disasters. This includes earthquake, windstorm, fire, landslides and the vehicle accidents. The most notable disaster was the Sept, 21st earthquake in 2009 which affected the eastern Dzongkhags including Pemagatshel. It damaged most of the rural households, schools, Lhakhangs, and other government infrastructures. Further the Dzongkhag is affected by windstorms every year which destroys houses and crops resulting to serious implication on the livelihood of the people.

In terms of assessing the disaster risk of the Dzongkhag for this plan, it is assessed by looking at the hazard, vulnerability and capacities at the Dzongkhag as well as individual gewogs since disaster risk is a function of hazard, vulnerability and capacity of the community/gewog/ Dzongkhag. The HVCA is conducted by the Gups, GAOs, Mangmis, Tshogpas and DDMO. Finally, the gewog's hazard is prioritized for action planning using the probability and impact matrix.

3.1 Hazard Assessment

S/N	Hazard	Secondary Hazard	When it could occur	Probability of Occurrence	History of Past Disaster	Impact
1.	Structural fire		Any time but winter months more likely (Dec-Mar)	Medium	February 2017- Nganglam Town Tselinggor 2017	<ol style="list-style-type: none"> 1. 11 shops burnt down 2. 3 huts burnt down (1 casualty)
2.	Wind Storm	Structure Fire	June- Sept Mar-May	High	2009 (Chimong) 2011-2012 (Norbugang PS) 2017 (Tshatsi Dagor)	<ol style="list-style-type: none"> 1. Roofing of 23 houses blown away 2. Households affected (Maize)
3	Flood	Erosion, landslide, falling boulders, swelling of river	July- August	Medium	2014 (Nganglam)	<ol style="list-style-type: none"> 1. 6 houses affected 2. People had to be evacuated

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4.	Landslide		July-August	High	2011 (Dratshang) 2017 (tsatsi Dagor)	1. Whole wall collapsed 2. Community cut off for 2 months
5	Forest Fire		Dec-March	Low	2018, Bartsiri, Shumar	
5.	Earthquake	Landslide, Structure Fire	Anytime	High	2009, 2011, 2015	1. 2009 Earthquake (Yongla Goenpa major damage)

3.2 Vulnerability Assessment

S/N	Hazard	Element at risk	Why they are at risk	How will they be affected
1	Structural fire	1. people and property (Nganglam Town, Tangzama, Satsalo, Ringchen-Norbugang Gewog, Pemagatshel town)	1. poor wiring, old and clustered structures 2. use of butter lamp, heaters and firewood 3. Carelessness while using fire	1. Property 2. Live
2	Wind storm	Structure and crops (Chongshing Gewog, Nanong and Tsatsi Dagor, Zobel and Nganglam)	1. temporary roofing, lack of proper anchorage 2. lack of lung-go (for wind to pass through)	1. Roofing will be blown off. 2. Structures collapsed. 3. Live lost/injury
3	Flood	1. Nganglam Town Area 2. Pemagatshel Town (Flashflood) 3. Zhungri village	1. Settlement along the river bank 2. Stream near the settlement (10+ years return period)	1. Whole nearby area will be affected

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4	landslide	<ol style="list-style-type: none"> 1. Houses (Chongshing) 2. 2 households (Tsalingor Man Village) 	<ol style="list-style-type: none"> 1. Farm road construction 2. Landslide prone area 	<ol style="list-style-type: none"> 1. Properties and lives will be lost
5	Earthquake	<ol style="list-style-type: none"> 1. Traditional houses 2. Dzong 3. Human requiring special needs 	<ol style="list-style-type: none"> 1. Traditional houses are not constructed as per Standards and codes 	<ol style="list-style-type: none"> 1. Collapse/ cracked 2. Live lost/ injury

3.3 Capacity Assessment

S/N	Hazard	Physical capacity	Economic capacity	Social/Institutional capacity	Environment capacity
1	Structural fires	Water tank in town Fire extinguishers in Dzong area and offices Excavators/ JCB	Insurance (house and life)	DDMC (IMT) Fire Fighting Unit (3 engines) Ex- Army Group Community cohesion SAR team Desuups Central Schools (students)	
2	Wind Storm	50% of the houses have wind tie	House Insurance, life insurance		

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3	Flood	JCB/ excavator (2) Plantation/ land management Water source and catchment area protection Check dams and log dams	Monsoon restoration budget from Gewog/ Dzongkhag	DCCL and RBA in Nganglam	Maximum forest coverage
4	Earthquake	Open spaces in all gewogs	House Insurance, Life insurance.	Hospital and BHUs Schools Cooperatives	

3.4 Probability and impact matrix

Very probable			Windstorm	Earthquake	
Probable		Flood	Structural Fire	Landslides	
Less probable			Forest Fire		
Improbable					
Impact	Unimportant	Limited	Serious	Very serious	Catastrophic

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Chapter 4: Disaster Management Action Plan (2017 – 2021)

This chapter details the action plan for Pema Gatshel to raise awareness, reduce risk and enhance preparedness and resilience for five years starting from 2017 to 2021 for the hazards which were prioritized.

Priority Hazards: Earthquake, Windstorm, Landslide, Flood and Fire

Priority Area	Key Activities	Target	Nodal Agency	Supporting agencies	Timelin e	Budget estimate (Nu. in M)
DDMC Meetings as per the DM Act of Bhutan 2013	Conduct DDMC meetings bi-annual as per the DM act of Bhutan 2013 (to review the DM and Contingency plan, assess implementation of the activities and dissemination of plan)	DDMC	DDMO	DDMC	to be clubbed with DT Meetings	0.100
Awareness and Education	1.1 Public education and advocacy program on earthquake, windstorm, landslide, flood and fire safety and family disaster preparedness (also distribute user friendly key messages on risk reduction and disaster preparedness)	11 Gewogs including 35 Schools (including ERC), Agencies Include people with disabilities	Gup, GAO, DDMC/ DE	Dzongkhag Administration DDM RBP	Annually starting 2017	5.500
	1.2 Conduct meeting with DEO, Principals and disaster focal teachers to strengthen linkages with school DM plans.	35 schools	DEO, DDMC	Dzongkhag Administration	2017	(as and when other meetings happen)

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	1.3 Schools conduct community outreach activities	Nearby Communities	DEO DDMC Gewog Adm.	MoE DDM DDMC	2018	0.110
	1.4 Dzongkhag observes International Disaster Reduction Day (13th October every year)	Dzongkhag Administration, Schools, communities, Rabdey, Business community	DDMO, DDMC, Dzongkhag Administration	DDM	Annually from 2017	0.500
	1.6 Raise awareness on insurance benefits and encourage families to insure their property against various hazards	All Gewogs and Thromde Communities	Gup, GAO, Mangmi, Tshogpas, Thromde Thuemi	Insurance companies, DDM, Dzongkhag Administration	2017 – 2018	
	1.7 Raise awareness on installation of fire safety gadgets (fire alarm, extinguishers in govt., private buildings, and community lhakhangs)	Govt offices, private building owners, Caretakers of Lhakhangs	RBP/ Dzongkhag Administration	Gewog Administration and community	2017-2018	
	2.1 Conduct training on Bhutan Building Codes and Guidelines for construction of Traditional houses (including for earthquakes and windstorms)	Engineers, carpenters, Masons	DE	DDMO, DDMC, DDM, DES (MoHWS), Doc (MoHCA)	2017-2018	0.500
Enhance risk reduction and mitigation	2.2 Carry out vulnerability assessment of old/ existing buildings/ houses (earthquake)	Cultural buildings, office buildings, private buildings	DE	DDMC, DDM, DES, MoHWS, MoE, DoC (MoHCA)	2017 - 2021	(DE/ DDMO to discuss with MoWHS)

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	2.3 Implement structural mitigation measures or replacement as per vulnerability assessment recommendations on a prioritized basis	Mitigation for priority structures (Government structures)	DE/ DDMO	DDM, DES (MoHWS), MoE, Gewog Adm. Dratshang	2019 onwards	Based on assessment
	2.4 Strengthen construction quality control and monitoring mechanism for materials and adherence to standards and designs	Gewog Administration and Dzongkhag Administration	Gup/ Mangmi, DE	DES, MoWHS, DDM Other relevant sectors	2017 – 2018	(as per existing rural construction rules 2013 framed by MoWHS)
	2.5 Flood and landslide hazard zonation (study of TsatsiDagor farm road, MaanTshelingor landslide, Thongsa-Maendi, Pangthang and Lungkholong, village Chimong, Yomzor farm road, Phungsharang village, Ngangraa village, Barzor village, Regi farm road, Chengri village, Khangma village, Shoguri FR, Yangki brag, Khotsa brag, Serjim, Barkazor FR, Phakpalu, Praykangma-Duwang FR, Labar-Khengzore FR, Thongphu FR, Khawar FR, Cherung&Tshangtsiri, below Tshebari LSS Archery ground, Satshalo, Tshenkhar, Kalapani, TashiPaktor,	Dzongkhag	DGM, DHMS, MoWHS	DDMC, Dzongkhag Administration	2018-2020	(to discuss with technical sectors)

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	<p>Chenrigzi boring (nganglam area), Bainangzor (Dungmin), all FR under Shumar gewog, Rezimo FR, Dungchelo FR, Namdaling FR, Ngangra FR) - Study of Khongmari water pump station (GoenpaSingma)</p>				
	<p>2.6 Study of windstorm pattern and impact in the Dzongkhag</p>		DDMO	DDM NCHM and MoWHS	2017 (to discuss with DES (MoWHS)/ NCHM (MoEA) and MOAF)
	<p>2.7 Implement mitigation measures on a prioritized basis in the gewogs as per the HVCA: - Fire Fighting training in the dzongkhag/ gewogs - Basic First Aid training for community volunteers - Flood mitigation in Phalumphu Community (Nanong Gewog) - Flood mitigation in Tshenkhari and Nganglam area, Satsalo village (Norbugang Gewog) - Flood mitigation at Zungri village under Chongshing gewog - Landslide mitigation of Khongmari water pump station (GoenpaSingma) - Landslide mitigation at Kalapani (Menchu)</p>	Lhakhang caretakers, schools, institutions, gewogs	Tshogpa, Respective Sectors, TDMO	DDM, GNHC, MoF, concerned sectors	2017 - 2021 Based on identified priority mitigation activity

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	2.8 Strengthen systems to disseminate weather forecast and advisories (World Bank Project)	Communities		DDM, DHMS, DoA	2016-2020	
	2.9 Installation of fire hydrants/ reservoir as per needs assessment	Pemagatshel Town	RBP/ Dzongkhag		2018-2020	To be discussed
	2.10 Procure additional VHF sets	Dzongkhags/ Gewogs	DDMO	Dzongkhag/ Gewog Administration	2018-2020	0.30
	2.10 Training of Dzongkhag Disaster Assessment Teams on Bhutan Disaster Assessment Tools	Engineers, Sector heads and Tshogpas	DDM	Dzongkhag and Gewog Administration	2018	
	2.11 Form and train gewog SAR teams	Gewogs	Dzongkhag and Gewog Administration	DDM	2017-2018	1.650
	2.12 Refresher course for the Dzongkhag SAR Team (including De-Suups)	SAR team, RBP	DDMC	DDM, RBP	Annually from 2018	0.700
	2.13 Ensure fire-fighting preparedness is put in place in the BOD	BOD	DDMC	RBP/ Dzongkhag	2017	
	3.1 Identify Evacuation sites for various hazards (keeping in mind the needs of people with disabilities, women, children and elderly)	Community and Offices	DDMC, Gewog Administrations	DDM, relevant sectors	2017	

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	3.2 Establish Dzongkhag Emergency Operation Center (including Standard Operating Procedures)	Dzongkhag	DDMO	DDMC, DDM Relevant sectors	2017	(equipment supported through NAPA 2 Project)
	3.3 Procure SAR equipment	Gewog Administration	Dzongkhag/ Gewog Administration	DDM	2018	3.000 (to explore through NAPA 2 Project funding)
3. Enhance preparedness, response and recovery	3.4 sensitize, conduct mock drill/ simulation on Dzongkhag DM and Contingency plan	Dzongkhag, Drungkhag Administration, Gewog Administration Dratshang, RBP, RBA, Judiciary, Regional Offices, De-Suong, Business and Communities	DDMC	DDM	2016-2017	0.500
	3.5 Stockpile essential items required for emergency response and immediate recovery at strategic locations		FCB (Essential food item) Farm shops (in Gewogs) ORC (first aid kits) Dzongkhag and Gewog Adm (for other items)	DDM, MoF, relevant sectors	2017-2021	1.000

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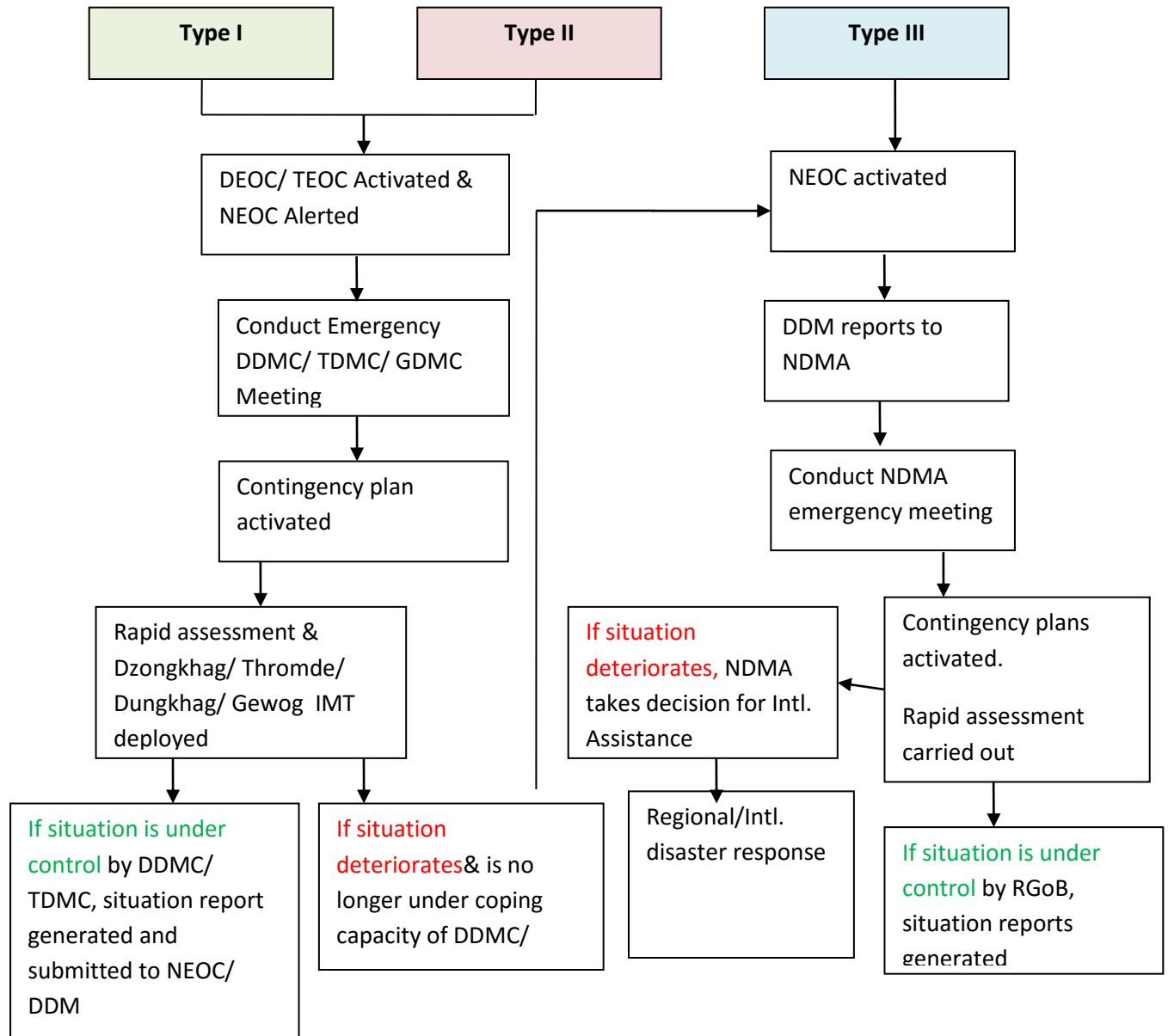
	3.4 Establish and institute pre-arrangements for emergency procurement and requirements	Dzongkhag	Procurement Officer/ Finance Officer	DDMC, DDM, MoF	2017-2018	
	3.5 Establish community based early warning system for floods and landslide including monitoring and reporting system	Dzongkhag	DDMC/ Dzongkhag and Gewog Adm	DDM, DHMS, DGM, RBP,	2017-2018	0.500
	3.6 Identify Dzongkhag Disaster Assessment Team for various hazards	Dzongkhag and gewogs	DDMO	DDM	2017	

Chapter 5: Dzongkhag Contingency Plan

This chapter details the contingency plan of Pemagatshel Dzongkhag including the response/ coordination structure and standard operating procedures.

The chart below shows the general decision making, information flow and reporting mechanism during disaster Type I, II and III.

5.1 General disaster decision making and information reporting chart

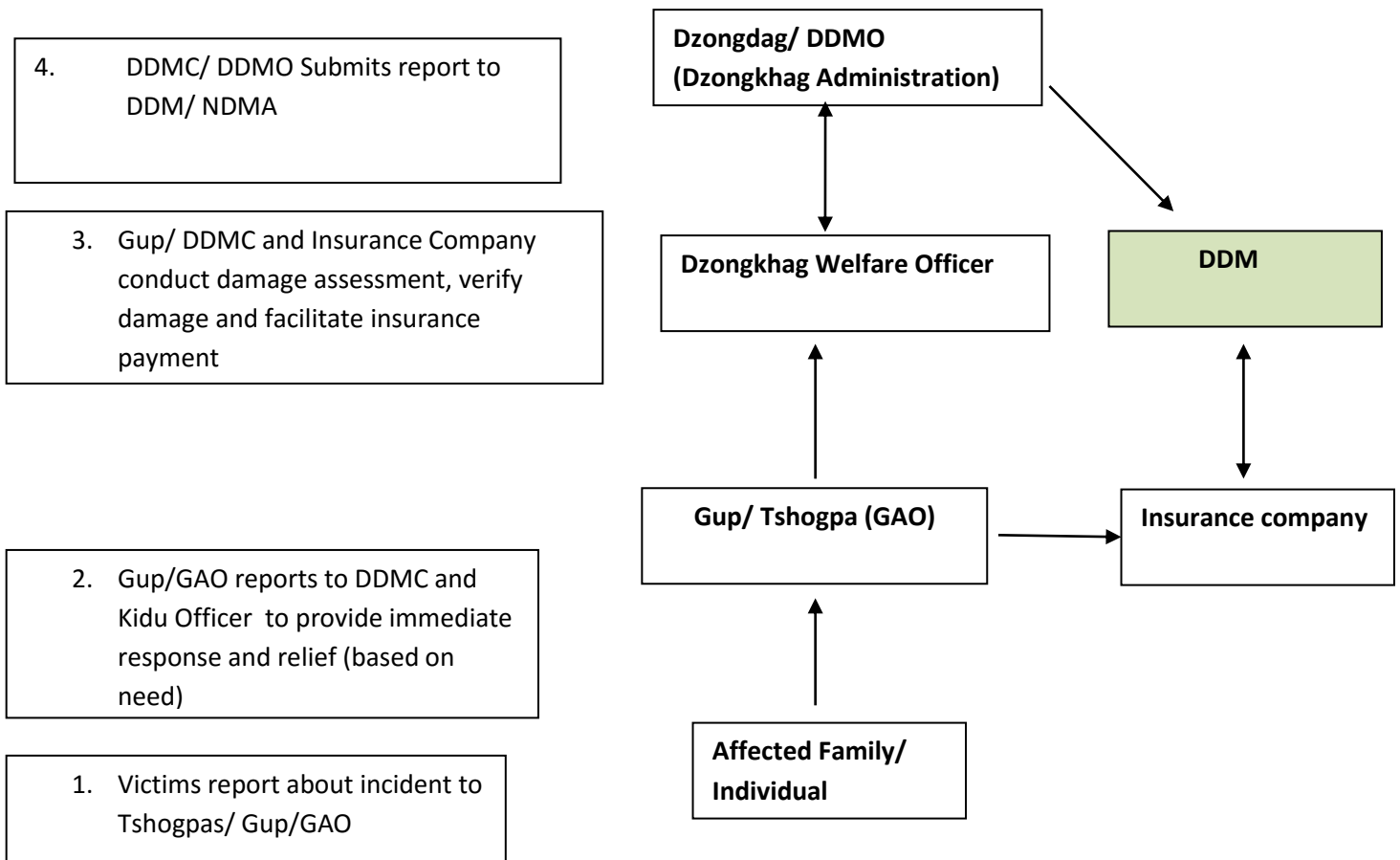


5.2 Standard Operating Procedure for Isolated local incidents

Isolated Local Incident - An isolated local incident is an incident which does not have a widespread effect on people and property and can be managed within the normal operations of the agencies concerned, and such incident shall not require emergency procurement and funding

For isolated local incidents, such as fire affecting single house or windstorm blowing off roof of one structure in a locality, and cases which do not qualify under Disaster Types I-III of the Disaster Management Act of Bhutan 2013, the following standard procedure shall be followed.

Figure 2 – Standard procedure for isolated local incidents



5.3 Standard Operating Procedure for Disaster Types

As per the DM Act of Bhutan 2013 and the DM rules and regulations standard procedures for response at the Dzongkhag level for different Disaster Types will be as follows:

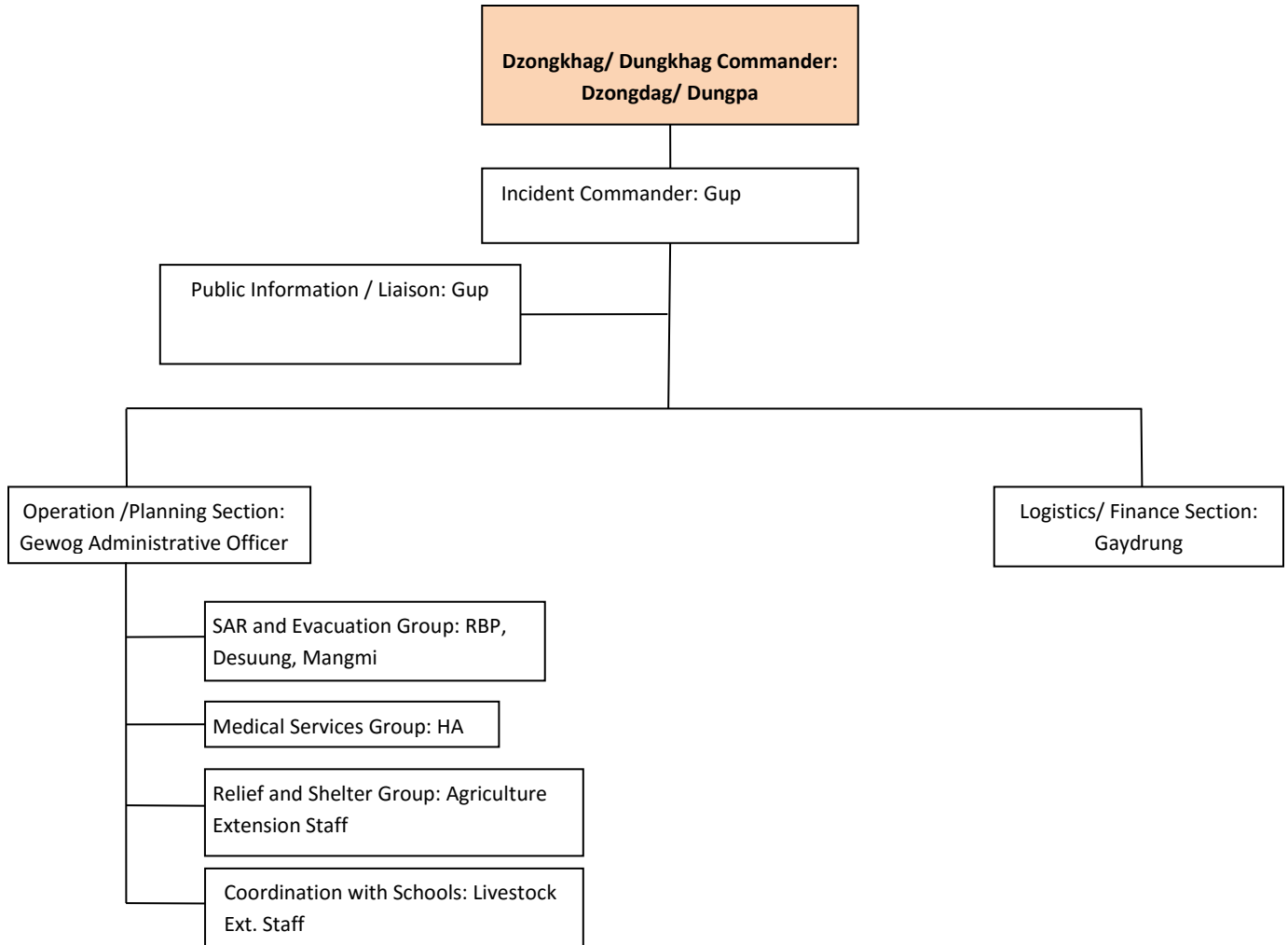
1. In case of Type I

Disaster Type I - A disaster shall be classified as Type I if it can be managed with available resources and is within the coping capacity of the Gewog/Thromde concerned

- a. In case of an impending disaster situation, Gewog administration will be responsible for establishing immediate contact with likely affected areas as soon as there is early warning information and provide orders for evacuation and immediate response.
- b. In case of an incident/disaster situation:
 - a. Gewog shall immediately submit first information to the Dungkhag DM Sub-Committee/ DDMC/ Dzongkhag Disaster Management Officer (DDMO).
 - b. Gewog Incident Management Team (IMT) shall be activated and the IMT shall provide immediate response and relief within their capacity.
 - c. Gewog Incident Management Team shall conduct rapid needs assessment as per the required format.
 - d. Gewog shall provide immediate relief and early recovery support as per rapid needs assessment using available funds at Gewog level and submit expenditure report and bills to DDMC for further submission to DDM, for reimbursement.
 - e. The DDMO shall submit the first information report to the DDM within 24 hours of the incident.
 - f. In case the incident is beyond the coping capacity of the Gewog, the Gewog will submit for SAR and other response needs to the DDMC.
 - g. Gewog shall conduct detailed damage assessment along with insurance companies for rehabilitation and reconstruction and submit report to DDMC.

Gewog Incident Management Team

The Gewog Incident Management Team will be led by Gup and monitored by Dzongdag/ Dungpa. Due to the lack of sufficient officers at the Gewog level, the Logistics and Finance functions will be undertaken by the same officer especially in Type I disasters. In case the disaster becomes Type II but still limited to geography of the affected Gewog then the IMT from the Dungkhag / Dzongkhag will assume command with the support of the IMT at the Gewog.



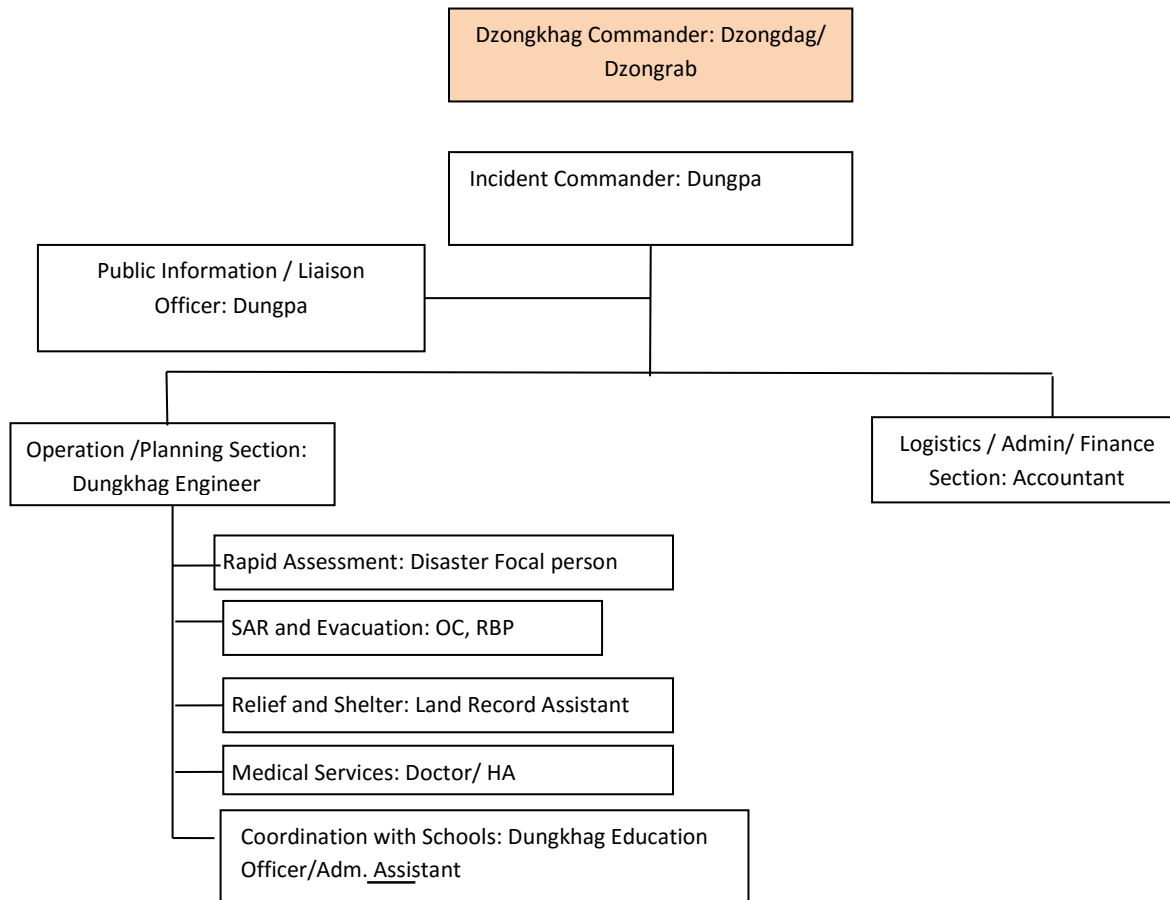
2. In case of Type II

Disaster Type II - A disaster shall be classified as Type II if it can be managed with available resources and is within the coping capacity of the Dzongkhag concerned.

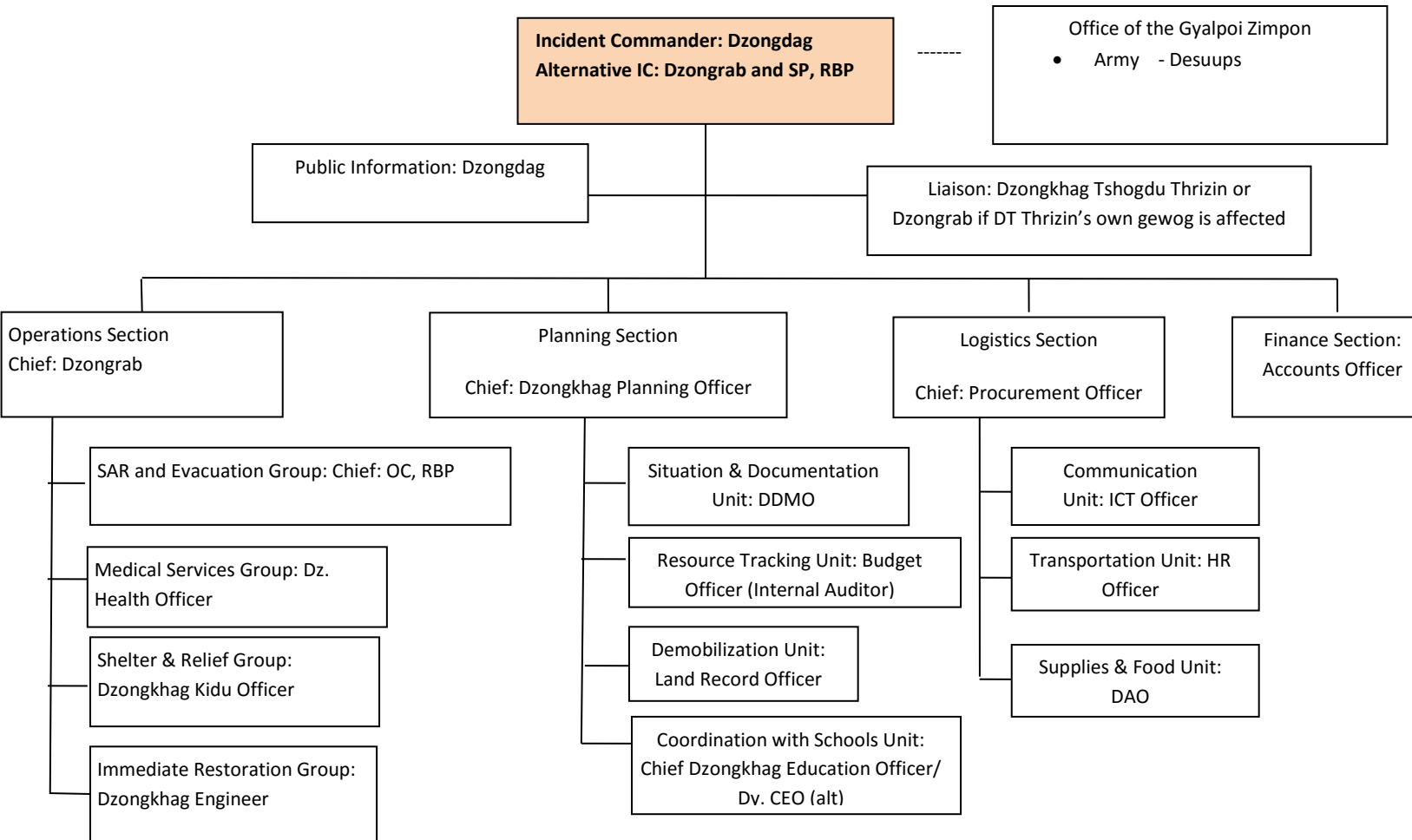
- a. In case of receiving early warning of an impending disaster situation, the DDMC Chairperson shall immediately activate the Dzongkhag Emergency Operation Centre and relay the early warning to all the Dungkhag/ Gewog/Thromde offices along with orders for evacuation, deployment of Search and Rescue Teams or any other response as required.
- b. In case of an incident/disaster situation:
 - a. The DDMC Chairperson shall activate the DEOC and be in contact with the National Emergency Operation Centre.
 - b. Dzongkhag/ Dungkhag Incident Management Team shall establish contact and line of communication with disaster site and provide immediate response and relief within their capacity and submit for SAR and other response needs to NEOC, if required.
 - c. Dzongkhag/ Dungkhag Incident Management Team shall direct evacuation of disaster-affected communities to safe areas and temporary shelters.
 - d. Dzongkhag/ Dungkhag IMT shall conduct rapid needs assessment as per Bhutan Disaster Assessment (BDA) tool within 72 hours.
 - e. The DDMO shall submit the First Information Report to DDM within 24 hours of the incident.
 - f. DDMC shall provide relief and early recovery support as per the rapid assessment using available funds at Dzongkhag level and submit expenditure report and bills to DDM for further submission to Ministry of Finance for reimbursement.
 - g. In case the incident is beyond the coping capacity of the Dzongkhag, request for up-gradation of disaster from Type II to Type III shall be submitted to the NDMA.
 - h. Dzongkhag/ Dungkhag shall conduct detailed damage assessment along with insurance companies for rehabilitation and reconstruction and submit report to DDMC.

Dungkhag Incident Management Team

The Dungkhag Incident Management Team will be led by Dungpa and monitored by Dzongdag. Due to the lack of sufficient officers at the Dungkhag level, the Logistics and Finance functions will be undertaken by the same officer especially in type I disasters. In case the disaster becomes type-II but still limited to geography of the affected Dungkhag then the IMT from the Dzongkhag will assume command with the support of the IMT at the Dungkhag.



Dzongkhag Incident Management Team at the Dzongkhag level



Transportation Unit leader to liaise with RSTA Base In-charge

Note: The support of Desuups/ Dratshang/ NGOs/ CSOs/ Corporations/ Regional Offices/ Private businesses and communities will be coordinated through the NDRCC and IMT at the national and dzongkhag level. As per Section 41 of the Disaster Management Act 2013, the Dzongdag (chair of DDMC) has the authority to 'requisition necessary human and material resources from any agency, CSO, private sector or person' for the purpose of response and relief operations.

3. In case of Type III

Disaster Type III - A disaster shall be classified as Type III if severity and magnitude is so great that it is beyond available resources and coping capacity of the Dzongkhag concerned.

A disaster Type III is at national scale and will be managed by the NDMA and the DDMC shall follow the directives of the NDMA/ the National Disaster Response Coordination Committee.

5.4 Roles and Responsibilities of the various positions under the IMT:

Incident commander

The individual is responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident/disaster operations and is responsible for the management of all incident/disaster operations at the incident site.

Public Information Officer: responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Liaison Officer: responsible for coordinating with representatives from cooperating and assisting agencies.

Operations Section:

It is responsible for all tactical operations of the incident such as search and rescue, medical, infrastructure, and shelter/relief.

Groups under the Operations Section

- *SAR and Evacuation Group:* will be responsible for conducting the SAR and providing evacuation at the site of the incident. Also responsible for monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety.
- *Medical Services Group:* will provide medical assistance to the victims.

- **Shelter & Relief Group:** responsible for providing shelter and relief to the affected families
- **Immediate Restoration of Essential Public Services Group:** responsible for immediate restoration of essential public services

Planning Section:

Responsible for the collection, evaluation, and dissemination of information related to the incident. And regulate the preparation and documentation of Incident Action Plans. The Section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident.

Units within Planning Section

- **Situation and Documentation Unit:** Responsible for the collection, organization, and analysis of incident status information, and for analysis of the situation as it progresses. Responsible for collecting, recording, and safeguarding all documents relevant to the incident.
- **Resources Unit:** Responsible for maintaining the status of all assigned resources (primary and support) at an incident.
- **Demobilization Unit:** responsible for assuring orderly, safe, and efficient demobilization of incident resources.
- **Coordination with Schools Unit:** responsible for coordination with schools.

Logistics Section:

It is responsible for providing facilities, services, and materials for the incident.

Units within Logistics Section

- **Communications Unit:** responsible for providing communication services at an incident.
- **Transportation Unit:** responsible for the fuelling, maintaining, and repairing of vehicles, and the transportation of personnel and supplies.

- **Supplies and Food Unit:**
 - Responsible for ordering equipment and supplies required for incident operations.
 - Responsible for providing meals for incident personnel and for providing food/supplies for the Relief and Shelter Unit (for victims).

Finance Section

- **Finance Officer**
 - Responsible for all incident costs and financial considerations.
 - Responsible for tracking costs, analyzing cost data, making cost estimates, and recommending cost-saving measures.
 - Responsible for financial concerns resulting from property damage, injuries, or fatalities at the incident.
 - Responsible for fiscal matters involving hiring, purchasing goods and services, and establishing local sources for obtaining equipment and supplies.

5.5 Mode of Communication during disaster/ threatening disaster situation:

- First line of communication: VHF handsets
- Alternative modes of communication: Mobile phones
- Social media (whatsapp, wechat and Telegram groups for Dzongkhag, Dungkhag and Gewogs)
- BBS and radio for giving information to communities
- Sat phone: not activated (to be used for emergencies when other modes of communication fail)

5.6 Dzongkhag Emergency Operation Centre Management (DEOC)

The DEOC is established as per Section 105 of the Disaster Management Act of Bhutan 2013. The DEOC will perform the following functions for coordination and management of disasters:

1. receive disaster alerts and warnings from responsible agencies and other sources and communicate the same to all relevant agencies
2. forward reports to relevant agencies

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3. monitor response and relief operations
4. facilitate coordination
5. requisition resources during disaster
6. other functions as may be necessary

Location of the DEOC: basement of the Kuenray Lhakhang

5.7 Staffing during normal times as per the Disaster Management Rules & Regulations 2014:

1. Officer in charge of DEOC: DDMO
2. Manned by two full time technicians as per Section 62 of the Disaster Management Rules and Regulations 2014

5.8 During threatening/ disaster situations

1. Dzongdag to head the DEOC as per the DM Act 2013.
2. Other sector experts to staff the DEOC
3. DDMC to meet in the DEOC to make critical decisions

Chapter 6: Implementation Mechanism

As per the DM Act 2013, the DDMC shall be responsible for the formulation, endorsement, implementation, monitoring and updating of the Dzongkhag DM and Contingency Plan. The DDMC shall meet at least twice a year to review the plan's implementation progress and to review and update the plan.

Dzongkhag administration will be responsible for implementation of the prioritized plan activities and for ensuring that the activities are incorporated into their annual and five-year plans.

The DDM, as the national coordinating agency for disaster management and the executive arm of the NDMA, shall ensure support of the NDMA and of concerned sectors and agencies. The DDM will also provide technical and monitoring support and help in mobilizing resources for the plan.

The Dzongkhag Disaster Management Officer will facilitate incorporation of priority disaster risk reduction, preparedness, awareness and capacity building activities in annual and five-year development plans of the Dzongkhag/Gewog. As member secretary, the DDMO will keep record, maintain data, and assist the chairman of the DDMC in monitoring the DM plan activities. The DDMO shall present the plan's progress during DDMC meetings and update DM plan activities and budget annually. DDMO will also ensure that reports are submitted to the DDM and the NDMA on the implementation of the DM and Contingency Plan as required

Financial Provisions as per the Disaster Management Act of Bhutan 2013

As per the Disaster Management Act 2013, there four different types of financial arrangement such as ***Response and Relief Expenditure, Budget for National Disaster Management Activities, Budget for Department of Disaster Management*** and ***Recovery and Reconstruction*** budget.

However, there are three main categories of the disaster management activities in the Dzongkhag for which the budget allocation is required;

- i) Preparedness
- ii) Response and Relief Expenditure
- iii) Recovery and Reconstruction

Preparedness

The Disaster Management Act 2013(DM Act 2013) mandates Gewog, Thromde, Dzongkhag, Agency and Private Sector notified to ensure mainstreaming of Disaster Risk reduction into its

development plan, policy, programme and project. Thus, any expenditure on disaster preparatory works, like mitigation, prevention, purchase of equipment and so on should be proposed by the concerned agency/sector following the normal planning and budgetary procedures. For instance, any construction in the country should incorporate the disaster resilient technology inclusive of its budget.

Response and Relief Expenditure

As per the DM Act 2013 there shall be a Dzongkhag Disaster Management Committee (DDMC). The Chairperson of DDMC shall, upon declaration of disaster, have the authority to use annual budget of the concerned Dzongkhag, to provide Response and Relief support to the affected people and communities. Response and Relief shall include the following:

- a) Providing food, shelter and other essential relief items for the affected people and *Responders (if need be)* as per the minimum standards set by the Department of Disaster Management (DDM).

“Procurement of items/ goods/ services for the purpose of relief and response, not reflected in the annual quotation of the Dzongkhag/Sectors, may be exempt from standard procurement procedures specified in the Procurement Rules and Regulations, where exigencies of the disaster situation demand, as per section 89 of the DM Act 2013”.

- b) Payment of compensation to person or private entities, whose property is used, lost or damaged during relief, response and recovery operation in accordance with Chapter 11 of the DM Act 2013.

After the expenditures are met from the annual budget, *the agencies shall* submit detailed accounts of expenditure with copies of documentary evidences to the National Disaster Management Authority (NDMA) through the DDM for budget sanction by the Department of National Budget (DNB), MoF. The DNB, MoF shall, upon receipt of reimbursement letter from NDMA, reimburse the actual amount of expenditure to the agency concerned at the earliest possible (*within 3 weeks*).

In case the annual budget of the agencies is not enough to meet the expenses for response and relief operation, the Chairperson of DDMC may make written requests to the Chairperson of the NDMA for additional funds from DNB, MoF.

The Operation Coordinator or Chairperson of DDMC shall ensure that a detailed inventory of goods/items and services procured for response and relief operation.

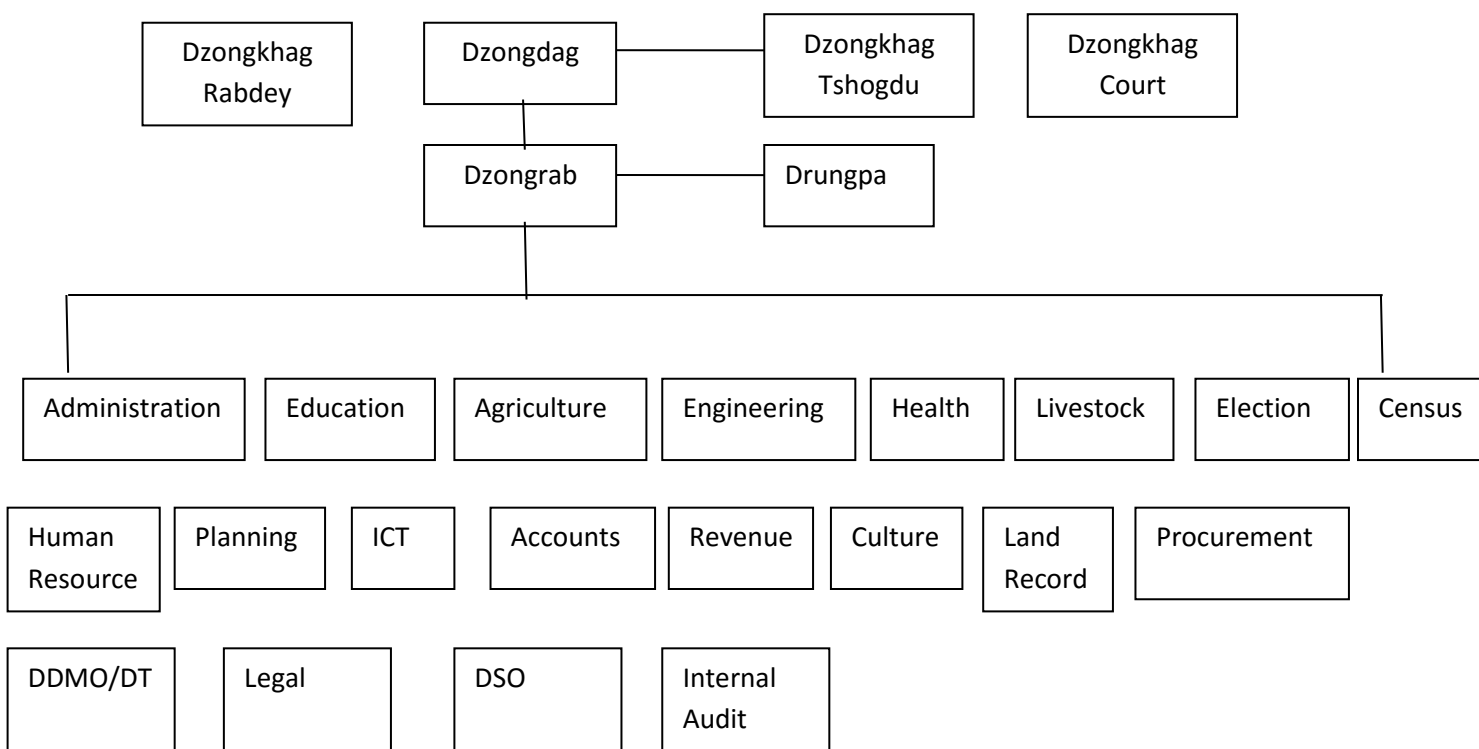
Recovery and Reconstruction

The budget requirement for the recovery and reconstruction works should follow the normal budgetary process. The DDMC and concerned sectors shall, for the purpose of recovery and reconstruction of public assets and infrastructure, undertake detailed damage assessment within its area of responsibility as per the post disaster assessment framework endorsed by the NDMA. The detailed damage assessment along with the work program and cost estimate shall be submitted to DDM who shall review and forward to NDMA for further submission to MoF. The NDMA shall make recommendation to the Government (MoF) for release of fund to the sectors concerned. However, for any major recovery and reconstruction works, the concerned Dzongkhag or agency shall plan that such works are considered for the budget allocation during the preparation of the annual budget.

In the event of major disaster, where the restoration expenditures are huge and depending on the availability of resources, the government may have to reprioritize the plan activities to finance the requirement.

Annexes

1. Organogram of Dzongkhag Administration



2. List of Dzongkhag IMT with designation and contact nos

IMT	Name	Designation	Remarks	Contact No
Incident Commander: Dasho Dzongdag (17607425)				
Alternative IC: Dzongrab/OC				
1. Operation Section	Passang Dorji	Sr Dzongrab	Chief	17387753
	Ugyen Kelzang	OC	SAR Chief	17471177
	Gajendra Gurung	EMT	Asst. Chief (DeSunng coordinator)	17748248

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SAR and Evacuation Group	Norbu Tenzin	Cultural Officer	Member	17296116
	Pema Wangchen	Accounts Asstt	Member	17738164
	Tshering Gyeltshen	Accounts Asstt	Member	17651310
	Pema Tsheten	Surveyor	Member	17864688
	Sonam Loday	Driver	Member	17708543
	Tshering Wangchuk	Driver	Member	17646125
	Phuntsho Wangdi	Health	Member	17905572
	Tashi Dargay	IC, Pelpon	Member	17626198
	Karma Tenzin	Chuma	Member	17245239
	Galley Dorji	Peljab	Member	17818911
	Tshejay	Chuma	Member	17309516
	Binod Rai	Chuma	Member	17234130
	Pema Tobgay	Chuma	Member	17562845
	Lop. Tshelthrim Dorji	Drimpon	Member	17744229
	Kinzang Namgay	Peljab	Member	17472379
	Yeshe Dorji	Peljab	Member	17887825
	Rinchen chophel	Drimpon	Member	17303137
Lungten Choedrup	Peljab	Member	17774181	
<i>All Desuung and RBP are associated as member</i>				
Medical Service Group	Jigme Kelzang	DHO	Chief	17606306
	Dr. Bhim Nath Subady	CMO	Chief	17663542
	<i>Nurses and Health worker are associated as member</i>			
Shelter and Relief Group	Sangay Tshering	Kidu Officer	Chief	17533539
	Sonam Jamtsho	DE	Chief	17906527
	Tenzin Rabgyal	Architecture	Asst. Chief	77213675

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Immediate Restoration Group	Tshering Delkar	Shumar Gewog Engineer	Member	17355979
	Karma Wangmo	Tech	Member	17818652
	Chador Zangmo	Tech	Member	17751569
Immediate Restoration Group	Kunzang Wangchuk	Dungmaed & Chongshing Gewog Engineer		
	Karma Tenzin B	Asst. Engineer	Member	17544415
	Man Bir Gurung	Tech	Member	16910242
Immediate Restoration Group	Kinley Wangdi	Khar Gewog JE	Member	17389835
	Choney Dorji	Tech	Member	17686640
Immediate Restoration Group	Tshewang Jurmy	Nanong Gewog Asst. Engineer	Member	17697686
	Kezang Phuntsho	Tech	Member	17583416
	Karma Tenzin A	Zobel Gewog Asst. Engineer	Member	17872816
	Sonam Chogyel	Asst. Engineer	Member	77383646
	Cheku	Tech	Member	77378238
Immediate Restoration Group	Ngawang Samdrup	Basic Operator	Member	17688368
	Kinzang Gyeltshen	Yurung Gewog JE	Member	17575928

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Immediate Restoration Group	Sonam Norbu	Chhimung Gewog Asst. Engineer	Member	17790178
	Samten Choeda	Nganglam Dungkhag Asst. Engineer	Member	17131370
	Sherab Tenzin	Dy. EE	Member	17285271
	Karma Druptho	Asst. Engineer	Member	17461801
	Tashi Dorji	Asst. Engineer	Member	17757260
	Dawa Tshering	JE	Member	17364458
	Karma Gyalpo	Basic Operator	Member	17691363
	Lham Cheki	Tech	Member	17920604
	Ajit Rai	Tech	Member	17841401
	<i>All other Engineers and Tech are associated as member respectively</i>			
2. Planning Section	Kinley	DPO	Chief	17580651
Situation and Documentation.	Dorji Drakpa	DDMO	Member	17499018
Resource Tracking	Karma Sonam	Internal Auditor	Member	17308545
	Thinley Rabten	DLO	Member	17618970
Officer Mobilization	Jigme Tenzin	LRO	Member	17654529
	<i>Staff under LRO are all associated as co-opted member</i>			

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Coordination with School Unit	Dorji Passang	DEO	Member	17612417
	Yeshey Wangmo	ADEO	Member	17694492
	Pema Dorji	Adm. Asst	Member	17715385
	Dechen Zangmo	Esp	Member	17632634
3. Logistics Section	Pema Dukpa	Procurement Officer	Chief	17592956
	Wangmo	Adm. Asst	Asst. Chief	17601318
Communication	Phurpa Wangdi	ICT Officer	Member	17246228
Transportation Unit	Pema Tobgay	HR Officer	Member	17938190
	Chandra Rai	Adm. Asst	Member	17717177
Supplies and Food Unit	Tashi Phuntsho	DAO	Member	17931522
	<i>Other Staffs are associated as co-opted member</i>			
4. Finance Section	Yeezer	Account Officer	Chief	17912647
	Karma Dorji	Finance Officer	Chief	17747246
	All Accountant are associated as co-opted member			

3. Fire-fighting (trucks, equipment, location, capacity)

Sr.	Facilities/equipment/personnel	Location	Capacity	Contact person	Phone
1.	Fire Fighting Truck	RBP, P G	5500 l	Ugyen Kelzang, OC	110
2.	Fire Fighting Truck	RBP, P G	1500 l	-Do-	17554510
3.	Fire Fighting Truck	RBP, N/Lam	-	Major Pema Dangel	17800394

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4. Medical

Sr.	Name of hospital/ BHU	Location	Capacity/ number of patient can treated	Contact person	Phone
1.	District Hospital	P/Gatshel	20-30 IPD	District Health Officer	17606306
			150-200 OPD	Chief Medical Officer	17663542
				Ambulance	112
2.	BHU	Yurung	5-10 IPD	In-charge	
			50OPD		
3.	BHU	Nanong	5-10 IPD	In-charge	
			50 OPD		
4.	BHU	N/Lam	5-10 IPD	In-charge	
			50 OPD		

(Note: IPD= In-patient Department, OPD= Out-patient Department)

5. Contact details of Principals of Pema Gatshel Dzongkhag, 2018

Sl.No.	Name	Designation	Name of schools	Telephone No. (Office)	B-Mobile No.
1.	Rinchen	Principal	Nangkor CS	471183/471167(fax)	17751189
2.	Sangay Gyatshen	Principal	Nganglam CS	481105/481199(fax)	17707242
3.	Yeshey	Principal	Yurung CS	17121084	17945610
4.	Tashi Wangdi	Principal	Yelchen CS	17121187	77201128
5.	Yeshey Jamtsho	Principal	Pema Gatshel MSS	471139/471392	17265910
6.	Nidup Tshering	Principal	Dechenling LSS	441803(Telefax)	17439470
7.	Tempa Gyaltsen	Principal	Gonpasingma LSS	17131940	17656377
8.	Kuenzang Tobgay	Principal	Tsebar LSS	441203(Telefax)	17702976
9.	Dampai Chegyel	Principal	GashariLSS	-	17763093
10.	Dorji Samdrup	Principal	Tshatsi PS	17131641	17766031
11.	Phurpa Wangdi	Principal	Chimung PS	17121150	17692138

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12.	Phurpa Wangdi	Principal	Dungmin PS	441503	
13.	Sangay Wangdi	Principal	Mekuri PS	-	17828367
14.	Dechen Wangdi	Principal	Woogchilo PS	-	17683285
15.	Tashi Tshering	Principal	Shali PS	440913	17691212
16.	Dhendup Gyaltsen	Principal	Khangma PS	-	17631933
17.	Chusang Wangdi	Principal	Khothakpa PS	471244	17691260
18.	Tshering Norbu	Principal	Khenzor PS	-	17719031
19.	Karchung	Principal	Thongsa PS	-	17691280
20.	Yeshe Wangdi	Principal	Khar PS	441206	16461173
21.	Zangpo	Principal	Norbugang PS	17121323	17121323
22.	Dorji Gyeltshen	Offtg. Principal	Choekhorling PS	-	17565086

6. Contact details of Gewog Administrative Officers (DDMO at Gewog level)

Sl No	Name	Designation	Contact Number
1.	Ugyen Dema	GAO, Chimong	17547945
2.	Norbu Choegay	GAO, Choekhorling	17724417
3.	Sarita Gurung	GAO, Chongshing	17894009
4.	Pema Tenzin	GAO, Dechenling	17784416
5.	Sonam Dorji	GAO, Dungmin	17805995
6.	Ngawang Palden	GAO, Khar	17841785
7.	Karma Wangdi	GAO, Nanong	17663705
8.	Kelzang Dema	GAO, Norbugang	17612233
9.	Kezang Lhadon	GAO, Shumar	17806345

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10.	Tashi Tshewang	GAO, Yurung	17843109
11.	Pema Yangki	GAO, Zobel	17704284

Disaster Management Terms

Capacity: The combination of all the strengths, attributes and resources available within a community, society or organization that can be used to achieve agreed goals.

Capacity development: The process by which people, organizations and society systematically stimulate and develop their capacities over time to achieve social and economic goals, including through improvement of knowledge, skills, systems, and institutions.

Coping capacity: The ability of people, organizations and systems, using available skills and resources, to manage a disaster.

Disaster: Subject to section 132 of the DM Act 2013, means a natural or man-made occurrence, which causes environmental loss, increased mortality, illness or injury, and destroys or disrupts livelihoods, affecting the people of an area as classified under Chapter 9 of this Act.

Disaster risk management: The systematic process of using administrative, directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping capacities in order to lessen the adverse impacts of hazards and the possibility of disaster.

Disaster risk reduction: Means the conceptual framework of elements considered with the possibility to minimize vulnerability and disaster risk throughout the society and to avoid or to limit the adverse impact of hazard within the broad context of sustainable development.

Disaster risk reduction plan: A document prepared by an authority, sector, organization or enterprise that sets out goals and specific objectives for reducing disaster risks together with related actions to accomplish these objectives.

Early warning system: Set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss.

Mitigation: Measures aimed at reducing risk, impact or effect of a disaster or an impending disaster situation.

Preparedness: State of readiness to deal with a potential disaster situation or disaster and its effects thereof.

Prevention: Measures taken to avert a disaster from occurring or to impede a hazard so that it does not have any harmful effects.

Recovery and Reconstruction: Efforts, including development, aimed at: a) Restoring normalcy in condition caused by disaster; b) *Mitigating the effect of disaster; ORC)Creating circumstances that will reduce the risk of similar disasters from occurring.*

Response: Measures taken during or immediately after a disaster in order to bring relief to people and communities affected by the disaster and includes activities such as search and rescue, evacuation, rapid assessment, relief distribution among others.

Retrofitting: Reinforcing or upgrading of existing structures to become more resistant and resilient to the damaging effects of hazards.

Risk: The level of value of expected losses in the form of deaths, damage to property etc. caused by a hazard.