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Draft Dzongkhag Disaster Management and Contingency Plan

Dzongkhag Administration, Trashi Yangtse

ROYAL GOVERNMENT OF BHUTAN

2019

Acknowledgements

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Executive Summary

According to Section 77 of the Disaster Management Act of Bhutan 2013, Dzongkhag Disaster Management Committee are mandated to develop Disaster Management and Contingency plans, in consultation with the Dzongkhag sectors and other relevant agencies. Further, Section 78 mandates the Dzongkhag Disaster Management Committee to submit the Dzongkhag's disaster management and Contingency plan to the National Disaster Management Authority through the Department of Disaster Management. Similarly, Section 79 of the Act mandates disaster management and contingency plans to be updated at least once a year and reviewed every five years.

With the changing risk patterns and frequency of disasters, formulation of Dzongkhag specific disaster management and contingency plan is an important strategy to strengthen local level disaster management systems and systematically reduce disaster risks.

The Trashhi Yangtse Dzongkhag Disaster Management and Contingency Plan presents hazard, vulnerability and capacity profile for the 8 Gewogs. The plan also outlines priority disaster risk reduction, awareness raising and capacity building activities for Trash Yangtse and spells out the standard procedures for response in the Dzongkhag. An implementation and monitoring process for the plan is also included.

The Disaster Management and Contingency Plan is to be referred by Gewogs and sectors to ensure mainstreaming and integration of disaster risk management into their annual and five year development plans. It is required that every stakeholder within Trashhi Yangtse Dzongkhag Administration and relevant Disaster Management institutions and agencies take ownership and fulfill their own roles and responsibilities to make Trashhi Yangtse a disaster resilient and safe Dzongkhag.

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 Tshogdue
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 the Dzongkhag is prepared, as mandated by Disaster Management Act 2013. The plan was endorsed by the Dzongkhag Disaster Management Committee (DDMC) onand will serve as a document for reference by all relevant stakeholders – different Dzongkhag Sectors and Gewog Administrations - for implementation of prioritized disaster risk reduction and preparedness activities through mainstreaming. The plan will address all hazards in the Dzongkhags covering the whole disaster management cycle (*Pre-disaster-awareness, capacity building and mainstreaming, During-Disaster-Effective response and Post-disaster- Early Recovery and Reconstruction*).

The objectives of the Dzongkhag Disaster Management and Contingency Plan are:

- To ensure mainstreaming and facilitation for implementation of disaster risk reduction and preparedness activities in 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.
- To ensure safety of community, reduce loss to property, protect critical infrastructure, and environment and continuity of essential services.

The objectives of the Dzongkhag Contingency Plan are:

- Life-saving and public safety
- Life sustaining for the first two weeks
- Ensuring Dzongkhag’s resilience
- Laying the foundation for ‘Build Back Better’

Chapter 1: Overview of the Dzongkhag

1.1 Geography

Trashhi Yangtse Dzongkhag was bifurcated in the year 1992 as a new Dzongkhag, while it was a sub district under Trashigang. It is located in the northeastern part of the country-sharing border with Trashigang and Mongar in the south, Lhuentse in the west, the Indian State of Arunachal Pradesh in the east and the Tibet Autonomous Region of China in the north. There are eight *Gewogs* namely Boomdeling, Jamkhar, Khamdang, Ramjar, Toedtsho, Tongmijangsa, Yallang and Yangtse to which in total it covers 41 Chiwog and 117 Villages with total household of 3783. Kholongchu and Drangmey chu rivers flows in Trashhi Yangtse Dzongkhag. The Dzong is located at 1871 meters elevation from above the sea level. Agriculture and livestock farming is the main source of livelihood for majority of the population. Rice, maize, millet, buckwheat and wheat are the major cereal crops grown. While orange, potatoes and chilly are the main cash crops of the *Dzongkhag*. Trashhi Yangtse is known for its excellent production of traditional crafts of wooden bowls (Dapa’), Cups and Daphne paper (“Desho”), made by local artisans using avocado wood and maple wood. It is also famous as a Centre of paper making. Trashhi Yangtse is endowed with Cordyceps in the pastoral areas, which fetches a very high price through exports. Trashhi Yangtse is also known for its rich biological

diversity with Boomdeyling Wildlife Sanctuary being well known as the winter habitat and roosting place for Black-Necked Cranes, a highly endangered species of bird in the world. The Bhutan Ludlow’s Glory butterfly is only found here. There are possibilities of discovering very rare species of flora and fauna in the conservation area of Boomdeyling Wildlife Sanctuary. It covers 1,437 sq KM of sub-tropical and alpine forests, with an immense wealth of natural, historical and cultural resources. An Institute for 13 Arts and Crafts (Zorig Chusum) has been established in the region which is now upgraded to Rigney College in 2017, leading to a greater number of skilled artisans who specialize in woodcarving, pottery, embroidery, painting, sculpture and lacquer work. The northern part of Trashi Yangtse encompasses the skills of woodturning and paper making while the Southern part mainly depends on cash crops and animals. It has one of the richest temperate fir forests in the eastern Himalayas and provides an ideally protected habitat for big cats like Tigers and Leopards. It is also home to some other rare animals including Barking Deer, Himalayan Black Bears, Red Pandas and hundreds of Black-Necked Cranes that migrate to the region every winter.



Figure 1: Dzongkhag Boundary Map (Source: NSB)

1.2 Administrative Profile

The Dzongkhag Administration, similar to the administrative setup in other Dzongkhags, is headed by the Dzongdag with various sectors representing line Ministries working under the Dzongkhag’s administrative jurisdiction. The Dzongdag and the Dzongkhag Administration work in close collaboration with the elected local bodies – the Dzongkhag Tshogdu and the Gewog Tshogde. The other institutions in the Dzongkhag are the judicial system headed by the Drangpon and the religious by Lam Neten respectively.

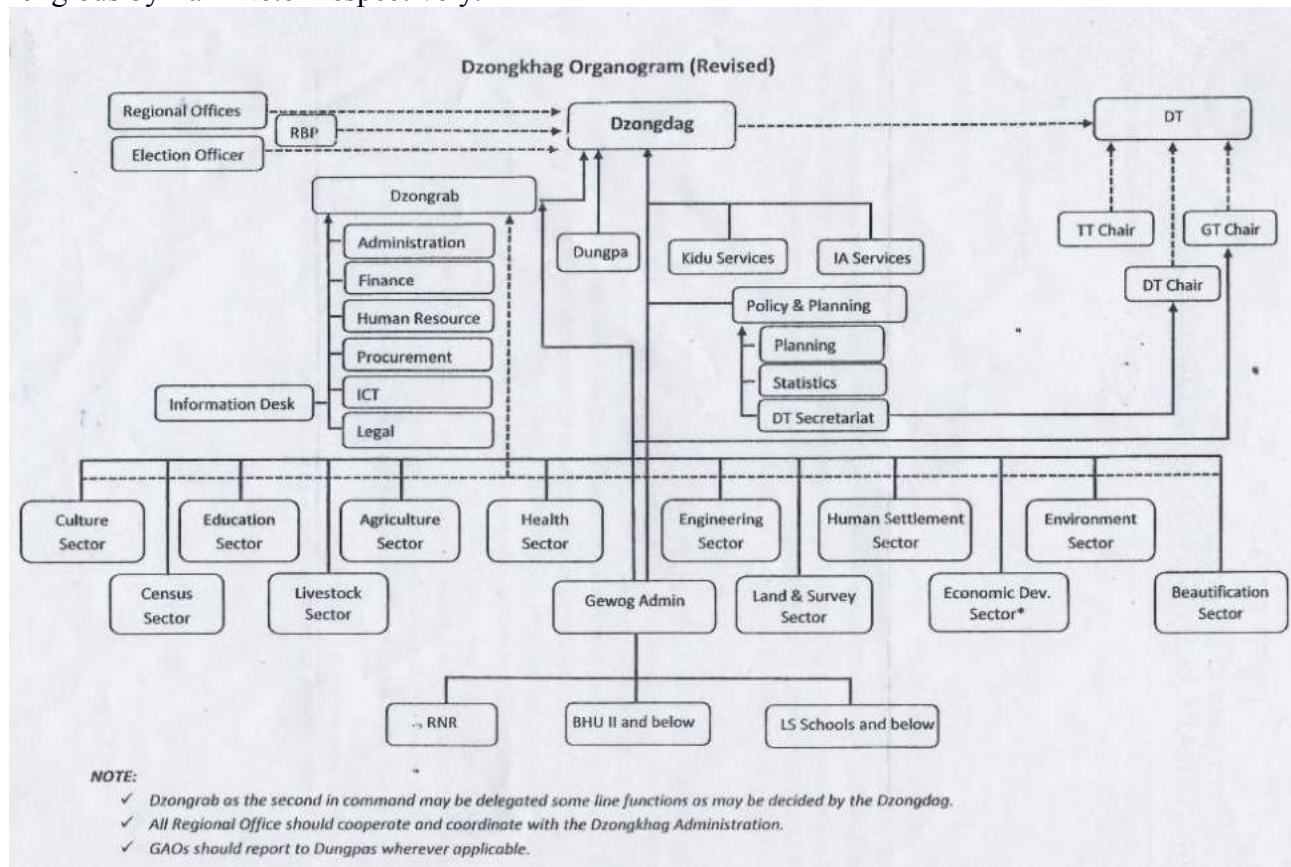


Figure 2: Organogram of Dzongkhag Administration

1.3 Demography and Economy

The total population of Trashy Yangtse Dzongkhag is around 20,874 (Dzongkhag at a Glance, 2017-DSO). The general literacy is 60.4% against national average of 63%, Net Primary enrolment is 61.4%. Trashy Yangtse is known for its excellent wooden cups and bowls made by local artisans using avocado wood and maple wood. The Dzongkhag is also famous as a centre of paper making. Craftsmen use the tsasho technique to produce paper with a bamboo frame, which produces a distinctive pattern on the paper. A college for 13 Arts and Crafts (Zorig Chusum) has been established in the region, leading to a greater number of skilled artisans who specialize in woodcarving, embroidery, painting, sculpture and lacquer work. The livelihood are Maize, Potato, Paddy, Aurka Bangla (Chilli), Millet and Prickly ash (Pepper).

Table 1: Key Demographics

Gewog	Area (Sq. Km.)	No. of HH	Population		Health Facilities			Schools				
			M	F	Hospital	BHU	ORC	HSS/CS	MSS	LSS	PS	ECR/ECCD
Boomdeyling	851	348	1033	1096	0	1	2	0	0	1	3	2
Jamkhar	31.4	369	1397	1441	0	1	2	0	0	0	2	2
Khamdang	44.5	680	2535	2524	0	1	4	1	0	1	3	4
Ramjar	22	374	1295	1232	0	1	1	0	1	0	0	1
Toetshod	47.12	513	2570	2635	0	1	5	0	0	1	2	2
Tongzhang	84	376	1892	1948	0	1	4	1	0	0	3	2
Yallang	90.3	445	1739	1654	0	2	3	0	0	1	3	3
Yangtse	268	517	2103	2072	1	0	3	1	0	1	4	3

BHU – Basic Health Unit; ORC – Out Reach Clinic; CS- Central School; 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 two major climatic conditions. Summer is usually very hot, humid and wet while winter months are dry and cold. Heavy rain falls are expected in the month of June-September which leads to abundant water flow causing major flash floods in the plain area. The elevation ranges from 500-5400 meters above sea-level. The Dzongkhag receives an average of annual rainfall of 1883 mm.

Chapter 2: Dzongkhag Disaster Management System

2.1 Dzongkhag Disaster Management Committee (DDMC)

Trashhi Yangtse Dzongkhag Disaster Management Committee (DDMC) is constituted as below as mandated by the DM Act of Bhutan, 2013:

- Dasho Dzongdag, Chairperson (ex-officio)
- Dzongkhag Welfare Officer, member
- Chairperson of Dzongkhag Tshogdu (member)
- Gups of all Gewogs (member)
- Thromde Thuemi (member)

- f) Superintendent of Police, Division XIV, Trasi Yangtse (member)
- g) Lopen Drungchen, Trashi Yangtse Rabdey (member)
- h) Dzongkhag Disaster Management Officer (Member Secretary)
- i) Any other member as may be co-opted in accordance with the rules framed under the Act

On the expiry of the term of the Gup/Thromdey Thuemi or in the event of resignation, the Chairperson of the Dzongkhag Disaster Management Committee shall designate the most appropriate official in the Gewog/Thromdey who shall represent in the DDMC during the interim period.

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). The DDMC and Chairperson shall function as mandated under section 31 & 38 of DM Act 2013.

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. 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:

- Prepare, review, update and implement the Dzongkhag Disaster Management and Contingency plan
- Monitor and evaluate measures taken for prevention, mitigation, preparedness, response, recovery and capacity building by each sector in the Dzongkhag
- Ensure establishment and functioning of the Dzongkhag Emergency Operation Center
- Ensure mainstreaming of disaster risk reduction into the development plan, policy, program and project
- Ensure compliance of the approved hazard zone and vulnerability map
- Ensure the enforcement of structural and non-structural measures
- Ensure that information about an event or a disaster is promptly communicated to the NDMA, DDM and all concerned.
- Ensure that the damage assessments in the field are carried out professionally and efficiently without fear or favor
- Coordinate and support disaster response and relief operation including recovery and reconstruction
- Ensure that detailed reports and regular updates on disaster event is provided to the DDM upon completion of field assessment of the situation

- 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
- Conduct regular mock drill
- Report on a quarterly basis to the NDMA on the progress of implementation of its DM plan
- 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

2.4 Disaster Management Subcommittee

The DDMC may, if it considers necessary, constitute a subcommittee at the Thromde or Gewog level to assist the DDMC in the performance of its functions under the DM Act of Bhutan 2013.

The DDMC may frame rules and regulations under this Act to determine the composition and function of a sub-committee constituted under section 35 of the DM Act.



Figure 3: Dzongkhag Disaster Management System

Chapter 3: Disaster Risk Profile of Dzongkhag

3.1 Hazard Assessment

Trashi Yangtse Dzongkhag has experienced several disasters in the recent decades, the most devastating being the earthquake, which caused widespread damages to rural homes and government infrastructure in the 2009, 2011 and 2015. The other major seasonal and recurrent hazard has been windstorms. Windstorm in 2011, 2016 and 2017 caused extensive damages to crops and roofs of houses and government infrastructure. The Hazard Vulnerability and Capacity Assessment (HVCA) process carried out in the Gewogs also identified other hazards such as – forest fire, structural fire, flood, landslides, thunder storms and pests and diseases.

Most hazards are seasonal and can be expected at the particular time of the year. Fires and windstorm are expected during the dry season from November-April. Similarly, floods occur mainly during the rainy season in the months of June - September. Therefore, fire awareness and flood safety notifications and advisories should be made accordingly.

Hazard	Secondary Hazard	When it could occur	Probability of Occurrence	History of Past Disaster	Impact
Earthquake	Forest Fire, disease outbreak, Structural Fire, Landslides & flood	Anytime	High	2009, 2011, 2015 & 2017	Government and Private structures were affected

Forest/ Structural fire	Forest fire/rolling boulder/ trigger landslide	dry season/ Any time	Medium	2015, 2016,2017 and 2018	Around 10 hhs. loss to fire since yr. 2015 and thousand acres of forest damaged
Wind Storm	Structure Fire	April- June, Jan- Feb	High	2011, 2016, 2017 & 2018	All gewog (around acres of Crops belonging to 1203 hhs loss to windstorm. Roof of around 50 hhs. damaged
Flash Flood	Erosion, landslide, falling boulders and outbreak of diseases	July- August	Medium	2014, 2016 & 2017	Six Bridges and Irrigation sources, hundred acres wet land and River/ Gabion wall eroded

Extra precaution should also be taken during busy agricultural activity periods and during festivals when people are completely engaged and may not be able to respond to a disaster/emergency immediately.

Table 2 below shows the seasonal activities of 8 Gewogs under Trashhi Yangtse Dzongkhag. The seasonal calendar may also be used by the Dzongkhag and relevant agencies to plan for awareness/training activities in the community. Although agricultural activities are carried out throughout the year, only the busiest months have been reflected as P & H in the table.

Table 2: Seasonal Calendar of 8 Gewog
Months and activities

Sl n.	Gewogs	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
1	B/ling	F	F	-	-	P M J W	PM J W	M J W	M J	M J	H	H	F
2	Jamkhar	W	P	T	S	M	M	M	M	H	F	F	W
3	Khamdang	-	-	W P	W P	M W P	M F	M	M H	H F	H	H	-
4	Ramjar			P	P	P	P/ M/ T	M/ T	F	F/H	H/ F	H	
5	Toetsho	P H	P H	W T P H	S/W/ P	P	M	M/ W	FM/ P/M	P/H/ W	P/ H	P/H	F
6	Tongzhang	-	-	P	P	P	P/ M/ T	M/ T	F	H	H/ F	H	-
7	Yallang	F	F	T	P	P	P	T	H	H	H	F	F

8	Yangtse	P	W P	W S T	W S T M	P M	P M	M F	M	F	H	F	-
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S= Hail Storm, P=Plantation/Sowing, F= Festival, M=Monsoon, W: Windstorm, H=Harvesting. T: Thunder/Lightening

3.2 Vulnerability Assessment

Vulnerability assessment for the Trashy Yangtse Dzongkhag is carried out based on the underlying vulnerabilities identified during the HVCA process as following based on the hazard priority.

Hazards	Element at risk	Physical/ Material	Social/Attitudinal
Earthquake	Old structures and disable people, critical infrastructures	<ol style="list-style-type: none"> 1. Lack of earthquake resistant features in structures 2. Poor construction practices 3. Stock of old rural homes 4. Lack of Preparedness 	<ol style="list-style-type: none"> 1. Financial problem 2. Unaware of the hazard 3. Unskilled labor 4. Traditional believe
Forest/ Structural fire	House, Properties, Livestock forest and Lives	<ol style="list-style-type: none"> 1. No fire preventive measures 2. Poor quality of materials for construction 3. Poor/ unsafe electrification in homes 4. unsafe use of butter lamps and placement of cooking utensils 	<ol style="list-style-type: none"> 1. Poverty effect 2. Unaware of the hazard 3. Dependence on external support 4. No SOP 5. Less Awareness 6. Settlement nearby forest
Windstorm	People (old age and disable), Livestock animals, Structures, and Crops	<ol style="list-style-type: none"> 1. Wind-prone location 2. Lack of safe construction practices 3. Low income 4. Lack of adequate skills for good construction 5. Use of poor quality of roofing materials 	<ol style="list-style-type: none"> 1. Strong traditional construction believe 2. Financial problem 3. Unaware of the hazard 4. Lack of monitoring by the relevant agencies in rural construction 5. Lack of awareness and knowledge on how to mitigate windstorm risks
Flash Flood	Human, domestic animals, crops, land, critical infrastructure	<ol style="list-style-type: none"> 1. Location of settlements in low-lying and flood prone areas near river banks 2. Absence of storm water drainage system (mitigation) 3. unplanned development 4. landscape and management 	<ol style="list-style-type: none"> 1. Lack of awareness and education on flood risks, safety and mitigation measures 2. Lack of/ or inability to access weather forecasts in case of extreme weather conditions and early warning information/advisory for

			flood
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3.3 Capacity Assessment

Various kinds of capacities existing in each Gewog corresponding to different hazards have been outlined below. Physical capacities are those that are present in the Gewog which can withstand or reduce the impact of the hazard up to certain extent. Economic capacities include resources households and communities can rely on for recovery and re-construction in the aftermath of a disaster. Social capacities include strengths inherent in the community in terms of community cooperation or knowledge that would be useful during disasters.

Hazard	Physical capacity	Social/Institutional capacity
Earthquake	Open spaces in all gewogs	Hospital and BHUs
		Schools
		House Insurance/ Life insurance.
		Cooperatives
Forest/ Structural fires	Water reservoir tank in Town/Dzong	DDMC (IMT)
	Fire extinguishers in Dzong/ Important Lhakhangs/ Temples	Fire Fighting brigade
	Excavators/ JCB	Retired Arms personnel Group
		Community cohesion
		SAR Team & Dessups
		Central Schools (Scout students) and Red Cross volunteers
		House Insurance/ Life insurance.
Wind Storm	Roof anchoring technique applied in modern construction	House Insurance/ Life insurance. KHEPL and RBP and RBA & Dessup and Red Cross volunteers
Flash Flood	JCB/ Excavator (2)	Maximum Forest coverage
	Plantation/ land management	
	Water source and catchment area protection	
	Check dams and log dams	

Overall, in all the Gewogs there are certain capacities and some level of awareness on prevailing hazards and some knowledge on the measures to take to reduce risk before and during disasters. Following are summary of capacity needs in Dzongkhag:

➤ Risk Reduction and Mitigation

There is need to build capacities in the Dzongkhag engineering cell and Dzongkhag DM Officer to lead both structural and non-structural mitigation activities in the communities, schools, health facilities, etc. Rural homes, school structures, health facilities and cultural structures have been particularly vulnerable in past earthquake events. Therefore vulnerability assessment of old and important/ public structures are important to determine strengthening needs or replacement decisions. In terms of earthquake, and also other hazards, there is need to strengthen the construction quality monitoring system to ensure constructions adhere to standards and building codes.

Windstorm is also a priority hazard for Trashhi Yangtse and there is need to build capacities in the Dzongkhag and raise awareness in the community on ways of land management, carrying out mitigation in structures such as roads, schools, lhakhangs, etc. that suffer from recurrent landslide damage.

Community groups such as community forest groups and system of having Re-suups, Me-suups, Chu-suups, etc. need to be encouraged. Also there is still need to raise awareness within the Dzongkhag and in the communities on key messages for risk reduction and preparedness.

➤ **Preparedness**

For preparedness there is need to ensure early warning capacities for heavy rainfall, thunderstorms, avalanches, hailstorms, and other such extreme weather conditions and have systems in place to provide the early warning/ advisory to the affected communities in time. Capacities also need to be built in terms of raising community awareness on risks and family preparedness. Similarly preparedness capacities need to be developed in important public institutions such as schools and health facilities.

➤ **Response**

In terms of response, capacities for - Search and Rescue, First Aid, conducting various assessments (rapid, damage, safety etc.) need to be built at various level. There is also need to support and organize volunteers for response and coordinate with existing volunteer organizations such as Desuups. For effective response, Standard Operating Procedures (SOPs) need to be developed for each Gewog. Simulations and drills should be carried out to test and practice the procedure. At the Dzongkhag level, EOC should be established along with related Standard Operating Procedures (SOPs).

3.4 Disaster Management Action Plan (2019 – 2024)

Priority Area	Key Activities	Target	Nodal Agency	Supporting agencies	Timeline	Budget estimate (Nu. in M)	
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)	All Gewogs including Schools (including ECR/ ECCD), Agencies including people with disabilities)	Gup, GAO, DDMO/ DEO	Dzongkhag Administration/ DDM/ RBP	annually	0.5
	1.2	Conduct meeting with DEO, Principals and disaster focal teachers to strengthen linkages with school DM plans.	All schools	DEO/ DDMO	DDMC/	annually	0.3
	1.3	Awareness on installation of fire safety gadgets (fire alarm, extinguishers in govt., private buildings, and community lhakhangs)	Govt. offices, private building owners and Dzongs/Lhakhangs/ Thromdey	RBP/ Dzongkhag Administration	Gewog Administration/ Dratshang	annually	0.3
	1.4	Education on importance of incorporating DRR features in Farm Road, RWSS, Irrigation canal construction	Communities/ contractors	Gup, GAO, & DE	DDM,DDMC/ MoWHS	2020-21	0.15
	1.5	Awareness on incorporating earthquake resilient features for new house construction	Rural and urban	DE/ME/ Thromdey Thuemi	DDM, Gewog and DDMC	2020-21	0.15

	1.6	Raise awareness on family preparedness	Public and Business Communities	DDMO/ GAOs	DDM and Gewog Administration	2020-21	0.15	
Enhance risk reduction and mitigation	2.1	Conduct training on Bhutan Building Codes and Guidelines for construction of Traditional houses (including for earthquakes and windstorms)	Engineers, carpenters, Masons	DE	DDMC,/DDM/ DES (MoHWS)/ Doc (MoHCA)	2021-22	0.5	
	2.2	Carry out vulnerability assessment of old/ existing buildings/ houses (earthquake/ Windstrom)	Cultural buildings, office buildings, private buildings	DE/DEO/ Culture/ DDMO/GAOs	DDMC,/DDM/ DES (MoHWS)/ Doc (MoHCA)	2020-21	0.5	
	2.3	Implement structural mitigation measures or replacement as per vulnerability assessment recommendations on a prioritized basis	Mitigation for priority structures (Structural and non- structural Government structures)	DE/ DDMO	DDM/DES (MoHWS)/ MoE/Gewog/ Dratshang	Based on assessment		
	2.4	Implement mitigation measures on a prioritized basis in the gewogs as per the HVCA:		Lhakhang caretakers, schools, institutions, gewogs	Gewog/ Respective Sectors, DDMO	DDM & concerned sectors	Based on identified priority mitigation activity	
		- Fire Fighting training in the gewogs						
		- Flood mitigation						
	- Landslide mitigation							
2.5	Installation/ Maintenance of fire hydrants and equipment as per needs assessment	Towns/Lhakhangs/ Monasteries/Dzong	RBP/ ME/ Culture	Dzongkhag/ Gewog/ ME/RBP/DDM O	2020-2023	2		
2.6	Ensure fire-fighting preparedness	BOD/Lhakhang/ Dzong	RBP	Culture / DDMC/ Dzongkhag	annually	0.5		

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	2.7	River training work	Dzongkhag /Gewog	DE/ME/ Thromdey Thuemi	Dzongkhag /Gewog/ KHEPL	Annually	
	2.8	Land Management program for at Prioritized area	Dzongkhag /Gewog	DAO/Range Office	Dzongkhag /Gewog	Annually	0.5
3. Enhance prepared ness, response and recovery	3.1	Identify Evacuation sites for various hazards (keeping in mind the needs of people with disabilities, women, children and elderly)	Gewog /Thromdey/ Offices	Gewog Administration	DDM, relevant sectors	Annually	0.2
	3.2	Establish Dzongkhag Emergency Operation Center (including Standard Operating Procedures)	Dzongkhag/Gewog Administration	DDMO/DE	DDMC, DDM Relevant sectors/ KHEPL	long term	5
	3.3	Procurement DEOC equipment	Dzongkhag/Gewog Administration	Procurement Officer/ DDMO	DDM/relevant sectors/KHEPL	2020 onwards	2.5
	3.4	Procurement SAR equipment	Dzongkhag/Gewog Administration	DDMO/ Procurement Officer	DDM/RBP/ KHEPL	2020 onwards	3.5
	3.5	Procurement SAR Vehicle and equipment	Dzongkhag/Gewog Administration	DDMO/ Procurement Officer	DDM/KHEPL	2020-21	4
	3.6	Form and training Gewog SAR Team	Gewog staff/ RBP/ Dessup	RBP/DDMO	RBP/DDM	2020 onwards	1.5
	3.7	Refresher training course of Dzongkhag SAR Team	RBP/Dessup	RBP/DDMO	RBP/DDM/ Desung Gojay	Annually	0.35

	3.8	sensitize, conduct mock drill/ simulation on Dzongkhag DM and Contingency plan (using Incident Command System)	Dzongkhag & Gewog Administration, Dratshang, RBP, RBA, Judiciary, Regional Offices, De-Suung, Business communities & Hospital	DDMO/GAOs	DDM/DDMC	annually	0.5
	3.9	Stockpile essential items required for emergency response and immediate recovery at strategic locations	Dzongkhag/Gewog/ Thromdey/ Hospital	FCB (Essential food item) Farm Shop (in every gewog) Health(first aid kits Dzongkhag/Gewog (relief items)	DAO/Procurement Officer/ FCB/ Health/DDM, MoF, relevant sectors	Annually	1

Chapter 4: Contingency Plan

As per the Contingency Planning Guidelines for Bhutan 2014, a contingency plan “aims to prepare an organization to respond well to an emergency and its potential humanitarian impact. The Developing a contingency plan involves making decisions in advance about the management of human and financial resources, coordination and communication procedures, ad being aware of range of technical and logical response”

The contingency procedures and arrangement will cover the response and early recovery phases:

- Immediately before a disaster when/if early warning of an impending situation or an event is received;
- During a disaster when immediate response and relief measures need to be implemented; and
- After a disaster for measures to be taken in terms of relief and setting the recovery process in motion.

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

4.1 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.

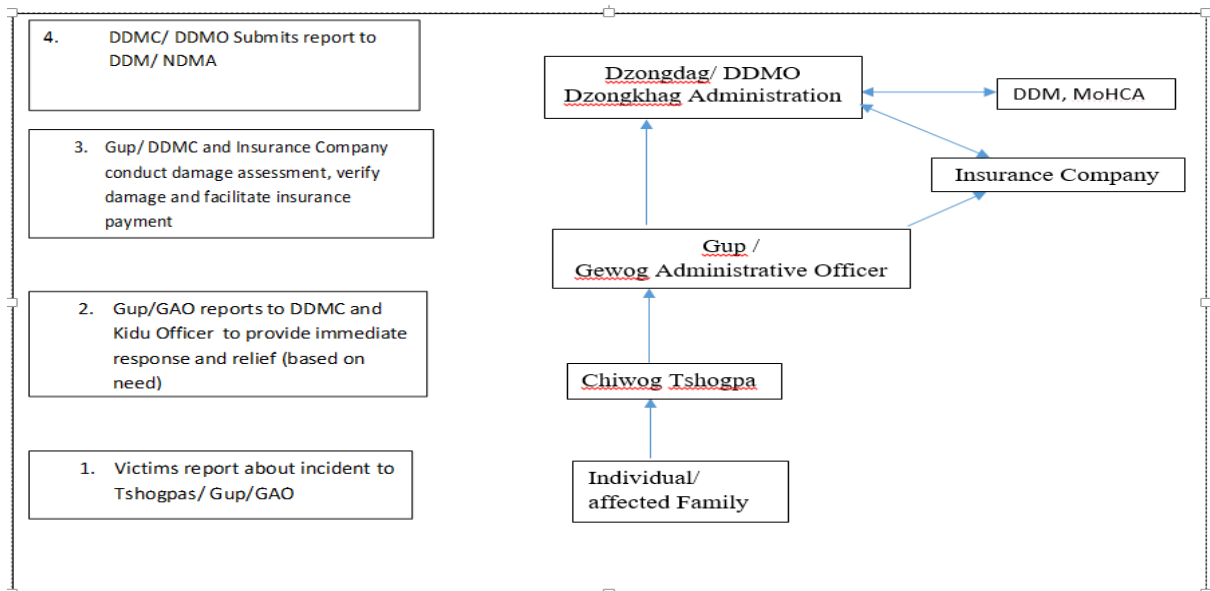
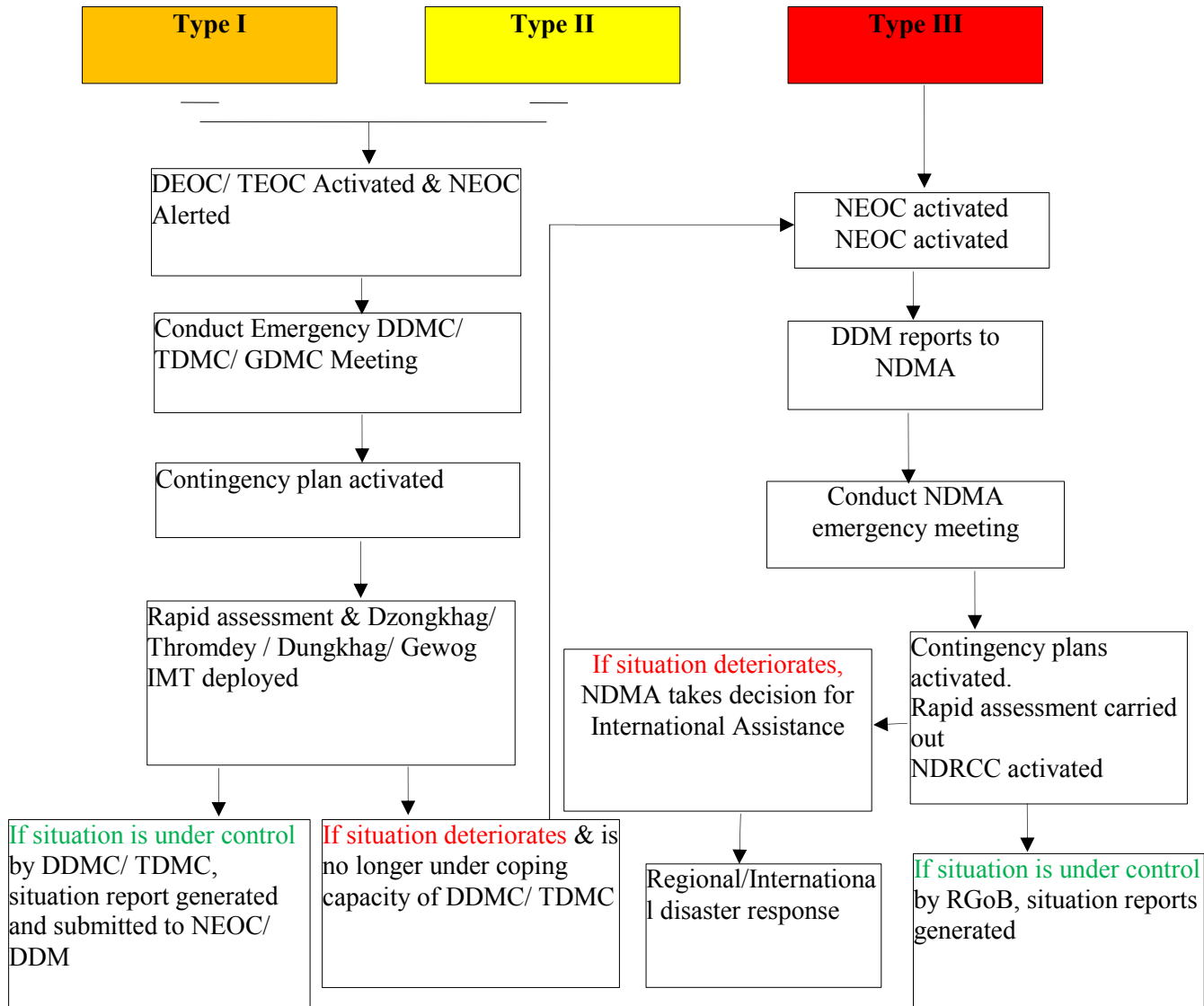


Figure 4– Standard procedure for isolated local incidents

4.2 General disaster decision making chart:



4.3 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:

4.3.1 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. In case of an impending disaster situation, Gewog/ Thromde 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.

a) In case of an incident/disaster situation:

- i. Gewog/Thromde shall immediately submit “First Information Report” (FIR) to the DDMC/ Dzongkhag Disaster Management Officer (DDMO) along with request for declaration (Form I) of Type I Disaster. The DDMC chairperson shall declare Type I Disaster using Form II.
- ii. Gewog/Thromde shall provide immediate response and relief within their capacity and submit for SAR and other response needs to the DDMC, if required.
- iii. The DDMO shall submit the FIR to the DDM within 24 hours of the incident.
- iv. Gewog shall conduct rapid needs assessment as per Bhutan Disaster Assessment (BDA) tool.
- v. Gewog shall provide relief and early recovery support as per damage assessment using available funds at Gewog level and submit expenditure report and bills to DDMC for further submission to Ministry of Finance, with a copy to DDM, for reimbursement.
- vi. Gewog shall conduct detailed damage assessment along with insurance companies for relief and early recovery and submit report to DDMC.
- vii. In case the incident is beyond the coping capacity of the Gewog, request for up-gradation of disaster from Type I to Type II shall be submitted to DDMC.

Gewog Incident Management Team

The Gewog Incident Management Team will be led by Gup and monitored by Dzongdag. 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 Dzongkhag will assume command with the support of the IMT at the Gewog.

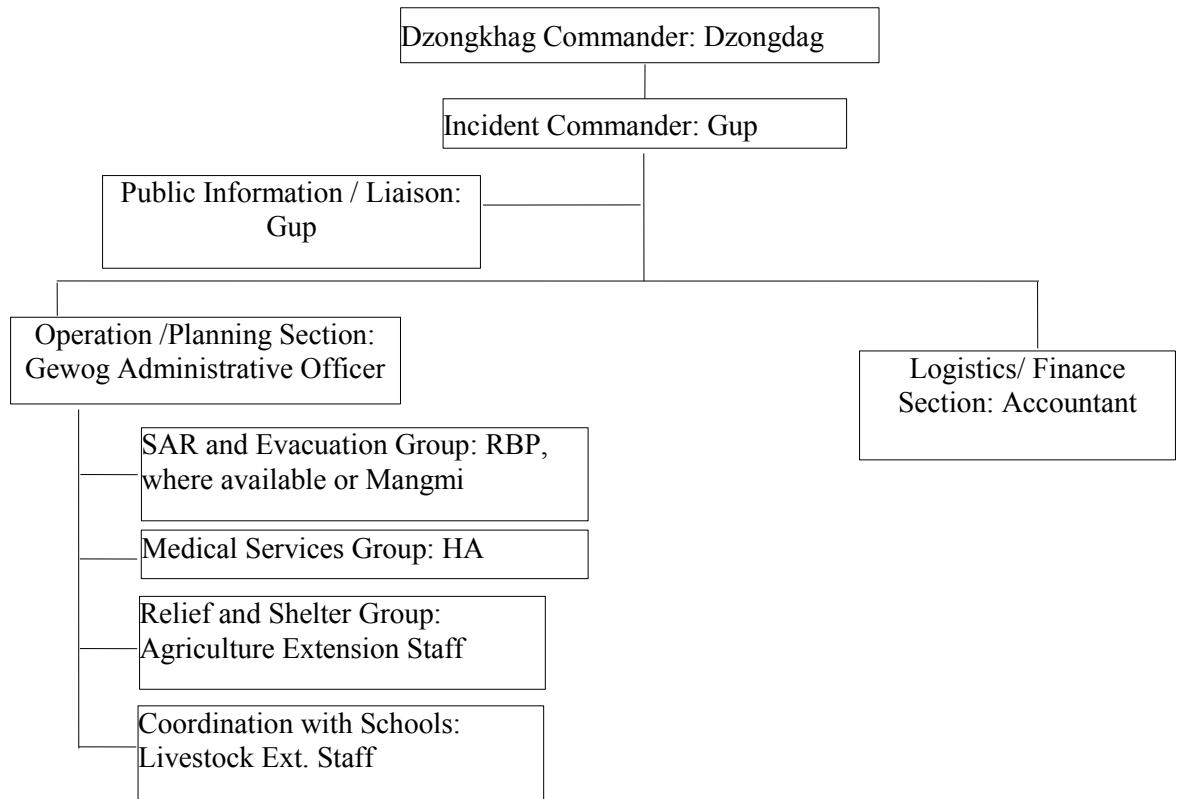


Figure 5 Organization chart for the Gewog level

4.3.2 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 Gewog 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:
 - i. The DDMC Chairperson shall activate the DEOC and be in contact with the National Emergency Operation Centre.
 - ii. **Dzongkhag 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.
 - iii. The DDMO shall submit the FIR to the DDM within 24 hours of the incident.
 - iv. Dzongkhag Incident management team shall direct evacuation of disaster-affected communities to safe areas and temporary shelters.
 - v. DDMC shall immediately submit “First Information Report” (FIR) to the DDM along with request for declaration of Type II Disaster (Form I). The DDMC chairperson shall declare Type II Disaster using Form II.
 - vi. DDMC shall conduct rapid needs assessment as per Bhutan Disaster Assessment (BDA) tool within 72 hours.

- vii. DDMC shall conduct detailed damage assessment along with insurance companies for relief and early recovery and submit report to DDMC.
- viii. DDMC shall provide relief and early recovery support as per damage assessment using available funds at Dzongkhag level and submit expenditure report and bills to DDM for further submission to Ministry of Finance for reimbursement.
- ix. Dzongkhag shall seek for extension of Type II Disaster as per Form III.
- x. In case the incident is beyond the coping capacity of the Dzongkhag, request for up-gradation of disaster from Type II to Type I shall be submitted to the NDMA.

4.3.2 Disaster Type III

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

A disaster Type I is at national scale and will be managed by the NDMA and the DDMC shall follow the directives of the NDMA.

4.4 Standard Operating Procedures for disasters:

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 Gewogs along with orders for evacuation, deployment of Search and Rescue teams or any other response as required.

Response Immediately after a disaster:

- a) As soon as a disaster strikes the Contingency Plan is activated
- b) Rapid assessment teams to conduct rapid assessment and pass on the assessment information to the Incident Commander
- c) DDMC and all Teams to report to DEO Centre
- d) Formulate Incident Action Plan/ IAP (response strategy for a fixed duration)- Planning Section
- e) Based on the IAP initiate response actions -
 - i. Briefing of Team leaders by Desk leaders
 - ii. Briefing of team members on their respective task by the team leaders (including area, timings, shift system, communication, etc.).
 - iii. Briefing to all teams by Operation Desk on safety issues
 - iv. Deployment of teams.
- f) Chairman of DDMC to submit rapid assessment report and IAP to National Emergency Operation Centre through the Dzongkhag Emergency Operation Centre
- g) Logistics to mobilize resources as per the IAP
- h) Outgoing team leaders to brief the incoming Team Leader and Chairman of DDMC on the status of ongoing operations.
- i) Debrief of the day's response – At Team level, Desk level and EOC level
- j) Planning Desk - based on de-brief information to plan for operations for the next day (detailed roles and responsibilities to be worked out)
- k) Liaison officer to submit list of resources required to the NEOC

- l) Liaison officer to depute volunteers based on needs in the field
- m) Public information officer to provide timely press releases and advisories
- n) Dzongkhag shall conduct detailed damage assessment along with insurance companies for relief and early recovery and submit report to DDMC.

Dzongkhag shall provide relief and early recovery support as per damage assessment using available funds at Gewog level and submit expenditure report and bills to DDMC for further submission to Ministry of Finance, with a copy to DDM, for reimbursement. Bills submitted by the Gewogs have to be verified by the Gup and related sectors.

4.5 Dzongkhag Emergency Operation Centre Establishment and Management

As per Section 105 of the Disaster Management Act of Bhutan, 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
- 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:

- temporary: Dzongkhag Conference Hall
- permanent: to be proposed for construction

Staffing during normal times

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

During threatening/ disaster situations

- 1. Dzongdag to head the DEOC
- 2. Other sector experts to staff the DEOC
- 3. DDMC to meet in the DEOC to make critical decision

Mode of Communication:

- ✓ First line of communication: VHF handsets (**Distributed to all Sectoral Heads**)
- ✓ Alternative modes of communication: Mobile phones
- ✓ Social media: Telegram or Wechat or groups for Dzongkhag and Gewogs
- ✓ BSS, Radio and local TV canal for the public information
- ✓ Sat phone: not activated (to be used for emergencies when other modes of communication fail)

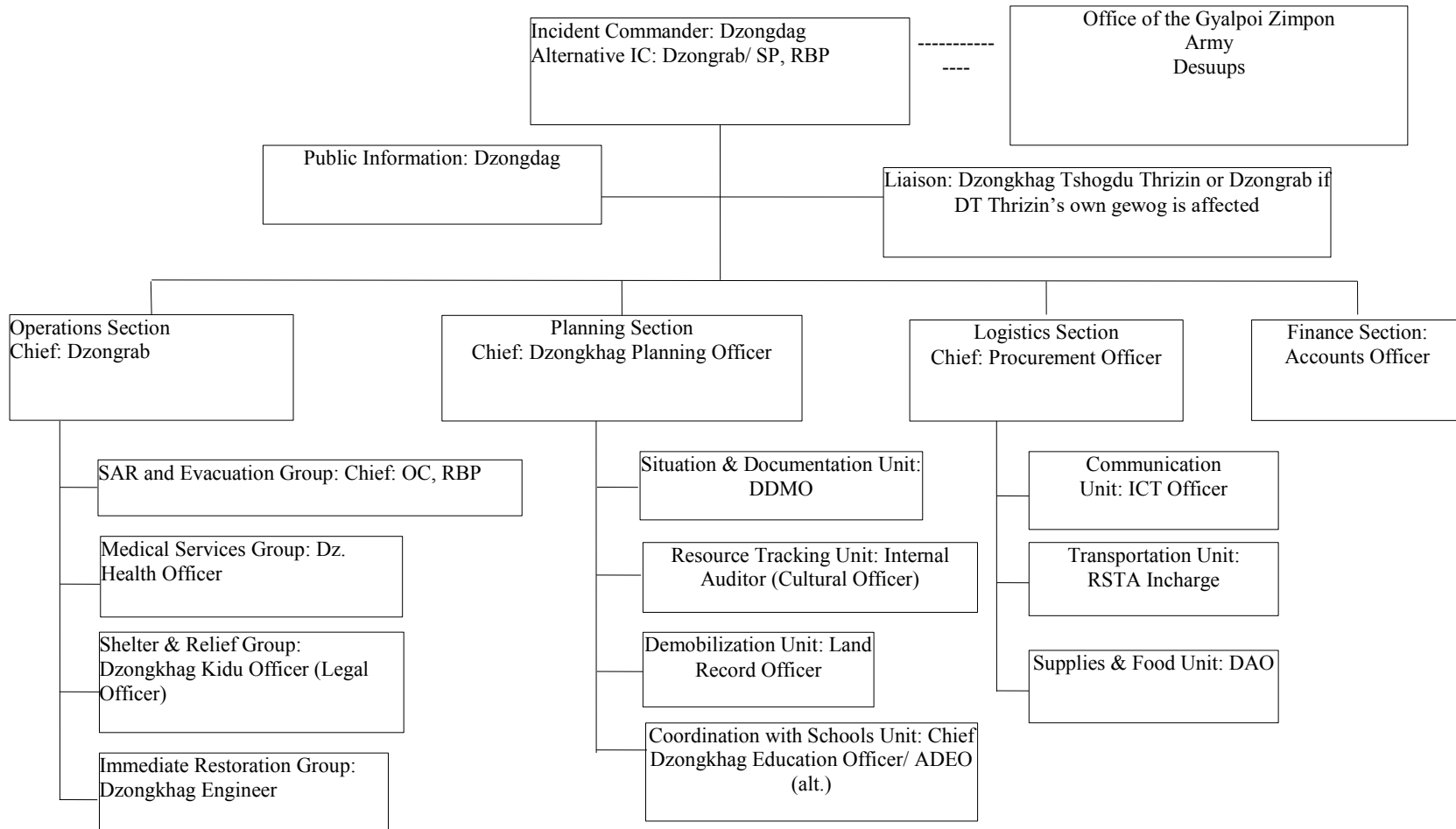
4.6 Dzongkhag ICS Organization chart and their roles and responsibilities

In line with the Executive Order issued by the Hon'ble Prime Minister to institute ICS in the Dzongkhag and Gewog levels, Trashi Yangtse Dzongkhag has instituted the following Incident Management Teams at the various levels. The Dzongkhag Incident Management Team will be led by the Dzongdag with Dzongrab/Superintended of Royal Bhutan Police being the alternate.

TRASHI YANGTSE DZONGKHAG

The IC will liaise with office of the Gyalpoi Zimpon, Army, and Desuups for effective coordination with these entities. Various positions in the team are occupied by the officers present at the Dzongkhag level and together they will respond to a disaster in a well-coordinated manner using the resources that are available within the Dzongkhag.

4.6.1 Incident Management Team at the Dzongkhag level

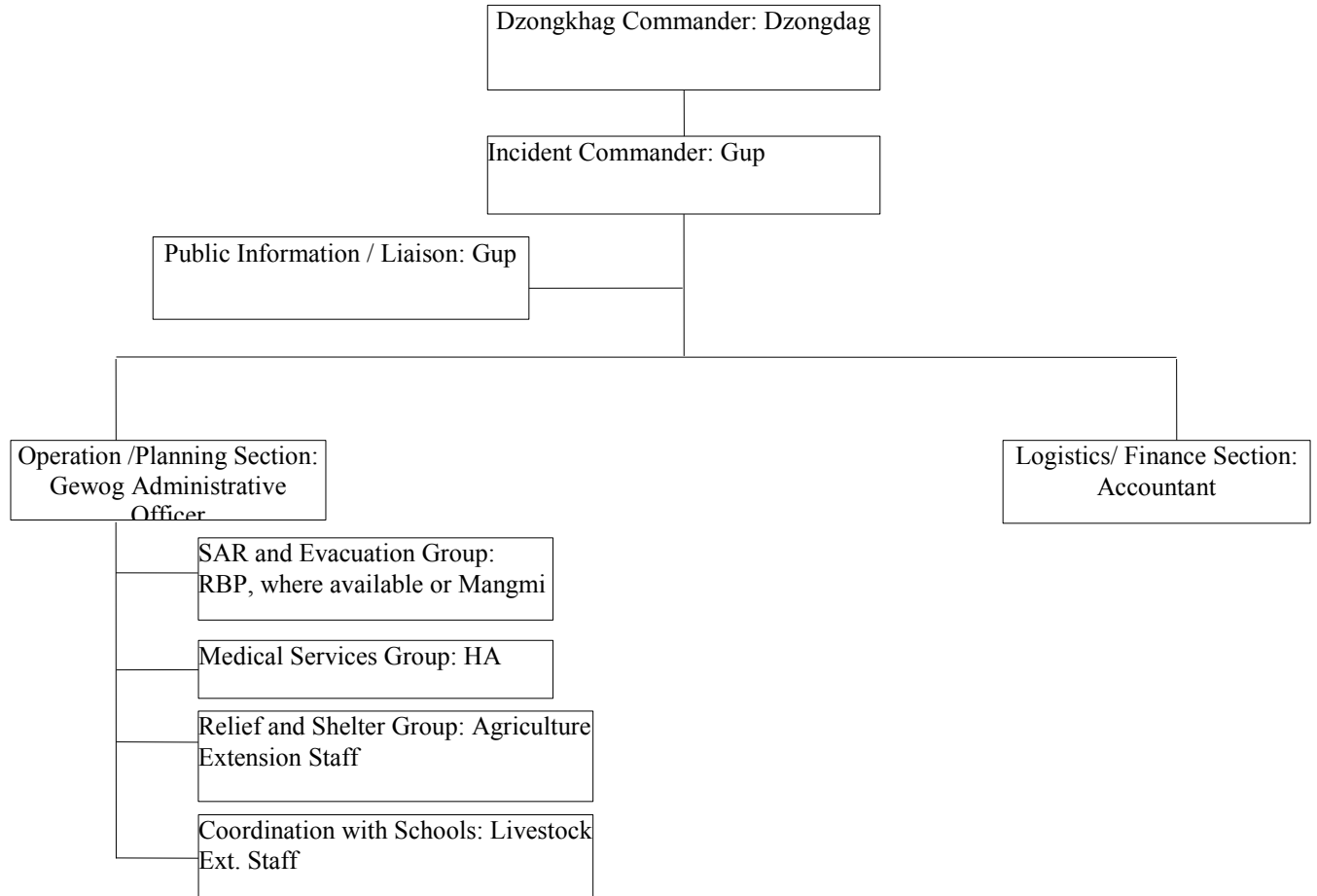


Transportation Unit leader to liaise with RSTA Base In-charge

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.

4.6.2 Onsite Incident Response Management Team Structure at Gewog level

The Gewog Incident Response 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 Dungkha / Dzongkhag will assume command with the support of the IMT at the Gewog.



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

A) Incident Commander

The incident commander at the Dzongkhag level by default will be the Dasho Dzongda. During the non-disaster times, Dasho Dzongda will function as the chairperson to the Dzongkhag Disaster Management Committee (DDMC) and as chief emergency/disaster coordinator and also as incident commander during the disaster. The incident commander is responsible for on-site management of a disaster and his responsibilities include the following:

The Incident Commander is responsible for:

- Developing incident objectives and managing incident operations.
- Setting priorities and defining the ICS organization for the particular response.
- Assigning or deputing other officials to assist in responding, in consultation with the Chief Coordinator.
- Assess the on-site situation.
- Report periodically to the DEOC and keep Chief Coordinator informed of incident status.
- Brief Command Staff.
- Establish immediate priorities especially the safety of responders, other emergency workers, bystanders, and people involved in the incident.
- Establish an appropriate organization.
- Approve the use of trainees, volunteers, and auxiliary personnel.
- Stabilize the incident by ensuring life safety and managing resources efficiently and cost effectively.
- Approve implementation of the written or oral Incident Action Plan (IAP).
- Ensure that adequate safety measures are in place.
- Order the demobilization of the incident when appropriate.

Alert and Warning stage

- Maintain contact with forecasting agencies and gather all possible information regarding the alert.
- Ensure that all concerned in areas likely to be affected by imminent disaster receive warning signals and respond accordingly.
- Inform members of Dzongkhag Disaster Management Committee.
- Maintain contact with Dzongkhag and National EOC.
- Instruct all concerned to remain in readiness for responding to the emergency.
- Advise concerned officials to carry out evacuations where required, and to keep transport, relief and medical teams ready to move to the affected areas at a short notice.
- Authorize release of information to media

During Disaster

- Convene meeting of Dzongkhag Disaster Management Committee.
- Conduct Rapid Assessment and launch Quick Response.

- Keep Dzongkhag and National EOC informed of the situation.
- Command the DEOC
- Receive reports from and give necessary directives to the Incident Commander
- Authorize release of information to media
- Approve the request and release of funds and resources
- Authorize Incident Commander to procure required or additional resources

After Disaster

- Organize initial and subsequent technical assessments of disaster affected areas and determine the extent of loss and damage and volume and nature of relief required.
- Keep the Dzongkhag Disaster Management Committee and the national and Dzongkhag EOC informed of the situation.
- Ensure supply of food, drinking water, medical supplies and other emergency items to the affected population.
- Request national government for assistance if the Dzongkhag Disaster Management Committee deems the situation to be beyond the capacity of the Dzongkhag to manage.
- Visit and coordinate the implement of various relief and rehabilitation programmes.
- Coordinate the activities of NGOs in relief and rehabilitation programmes.

B) Public Information Officer:

Responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

C) Liaison Officer:

Responsible for coordinating with representatives from cooperating and assisting agencies.

D) Operations Section:

The operations section is where the tactical field work is done and most incident resources are assigned. The section will be led by Dasho Dzongrab with support from emergency medical and other emergency teams. The operations section would be responsible for:

- Emergency supplies of water and cooked food
- Search, Rescue and evacuation
- Cordoning and securing of affected area
- Salvage operations
- Disposal of debris
- Transit Camps
- First aid
- Keep DEOC informed
- Coordination with respective departments for restoration of infrastructures
- Coordinate with respective departments for construction of facilities

Groups under the Operations Desk

✓ **SAR and Evacuation Group:**

Lead by OC, RBP 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:**

The Dzongkhag Health Officer shall lead the unit and will be responsible for organizing mobile medical teams of specialists from within (and outside if the need arises) for immediate response and coordinating with the DEOC for supply of:

- Medical relief for the injured
- Number of ambulances required and locate hospitals
- Medical equipment and medicines required
- Special information required regarding treatment for epidemic etc.
- Blood

They would also be responsible for the monitoring of:

- Treatment of the injured and sick
- Preventive medicine and anti-epidemic actions
- Reports on food, water supplies, sanitation and disposal of waste and coordinate the services of investigation laboratories support services
- Health and, sanitation, water supply, disposal of wastes, water sanitation and health services
- Communities for storage of rations, sanitation, water supply, disposal of wastes, water stagnation and health services
- Provide medical assistance to the victims

✓ **Shelter and Relief**

The Relief team will be headed by the Dzongkhag Kidu Officer (Interim Kidu Officer- Dzongkhag legal Officer) with support from RBA/RBP and Desuup volunteers shall be responsible for providing shelter and relief for both responders and affected families.

✓ **Immediate Restoration**

Immediate restoration group will be headed by Dzongkhag Engineer and his unit is responsible to provide immediate restoration of essential public services. BPC and Telecom will also restore their services that have been affected by the disaster.

E) Planning Section:

The Dzongkhag Planning Officer shall lead the section and is responsible for the collection, evaluation, and dissemination of information related to the incident, and for 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 are:

✓ **Situation and Documentation**

Dzongkhag Disaster Management Officer (DDMO) is responsible for the collection, organization, and analysis of incident status information and analysis of the situation as it progress. DDMO will also collect, record and safeguard all documents relevant to the incidents.

✓ **Resource Tracking**

Culture Officer is responsible for maintaining the status of all assigned resources at the incident. He/She will keep update on the materials and equipment that have been issued for the victims.

✓ **Demobilization**

Land Record Officer is responsible for assuring orderly, safe, and efficient demobilization of incident resources.

✓ **Coordination with Schools Unit:** responsible for coordination with schools.

F) Logistics Section:

The Chief of the Logistic section will be the Dzongkhag Procurement Officer. He/She is responsible to provide facilities, services and materials for the incident. The following unit will be function under the Chief of Logistic Section. Units within Logistics Section are:

✓ **Communications Unit:**

The Dzongkhag ICT Officer shall be responsible for:

- Collecting and communicating incident related information to incident commander/staff and the DEOC
- Submitting situation report (SITREP) to the DEOC
- Distribution and maintenance of communication equipment
- Facilitate communication/ relay information between affected population and their families
- Maintain contact with forecasting agencies/ EOCs and gather all possible information that may further impact the disaster or an impending disaster situation.

✓ **Transportation Unit:**

The Dzongkhag HR Officer of the Dzongkhag in close collaboration with RSTA shall ensure transportation arrangements, including helicopter services, as required. He is also responsible for the fuelling, maintaining and repairing of pool vehicles and other private vehicle if use during the disaster times.

✓ **Supplies and Food Unit:**

Dzongkhag Agriculture Officer is responsible for providing meals for incident personnel and for providing food/supplies for the relief and shelter (for victim). Responsible for providing facilities, services, and materials for the incident.

G) Finance Section:

- 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.

H) Volunteers' Management Desk

The volunteers' management desk will be a headed by the Human Resource Officer and will be support by the census officer and election of the Dzongkhag. Other members may assist the desk if required.

Often, after the impacts of an event on a community, spontaneous volunteering occurs. The incident commander shall advice on volunteer management arrangements and for working with key focal person of the respective desks to ensure arrangements are in place for these volunteers to be productive. These arrangements should include the selection, induction and safety of these volunteers. This section is responsible for:

- Registering the volunteers and report to the incident commander for advice and further instructions.
- Distribute the safety gadgets to the volunteers working in the affected sites.
- Maintain up-to date information on the volunteers with regards to dispatch of volunteers to the site and their return and communicate with the incident commander.
- Try to get as many as volunteers in times of disaster.

I) **Quick Risk Assessment Team**

The desk shall be led by the Dzongkhag Engineer Office. Usually after the disaster, the structures in the disaster affected area still remain risky and people remain vulnerable because of carelessness and ignorance. Therefore this section is responsible to;

- Declare a site as no-safe zone or wise-versa for settlement after a thorough assessment of the standing structure is done.
- Advice on the retrofitting of the partially damaged structures
- Report to the incident commander for updating on the situation.

Chapter 5: Implementation Mechanism

As per the DM Act, the DDMC will 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 and update the plan's implementation progress.

Dzongkhag and Gewog administrations will be responsible for implementation of the prioritized plan activities and ensure that the activities are mainstreamed into their annual and five year plans. The Dzongkhag Disaster Management Officer will facilitate mainstreaming of priority disaster risk reduction, preparedness, awareness and capacity building activities in annual and five year development plans of the Dzongkhag.

In the event of disaster, DDMC will activate the Dzongkhag Contingency Plan. DDMC will, as an emergency measure, meet the expenses for response and relief operation from the annual budget of the Dzongkhag in accordance with the financial guidelines.

For immediate restoration of critical disaster management facilities, DDMC will submit the fund request to DDM, secretariat to NDMA as per financial guidelines.

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 will be submitted to DDM who will review and forward to NDMA for further submission to MoF.

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.

As member secretary, the DDMO will keep record, maintain data, and assist the chairman of the DDMC in monitoring the Dzongkhag 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, as required.

5.1 Financial Provisions as per the Disaster Management Act of Bhutan 2013

As per the Disaster Management Act 2013, there are three different types of financial arrangement such as *Financing for Response and Relief Activities*, *Financing for Immediate Restoration for essential Public Infrastructure and Service Centre* and *Financing for Recovery and Reconstruction Activities*.

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

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

5.1.1 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, preparedness 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 disaster resilient features.

5.1.2 Response and Relief Expenditure

The Chairperson of DDMC shall, upon declaration of disaster, have the authority to use annual budget of the concerned Dzongkhag, to provide immediate 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 demands, as per section 89 of the DM Act 2013”.

However, the Dzongkhags may have an understanding with FCB located within the Dzongkhag to procure immediate relief items for payment later.

- 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, at the earliest, 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.

5.1.3 Recovery and Reconstruction

The budget requirement for the recovery and reconstruction works shall 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 Ministry of Finance. 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

Disaster Lessons Learnt:

Annexure 1: DDMO will coordinate and facilitate lessons learnt after every disaster and based on the lessons learnt update the DM and Contingency Plan. The format as per Annexure I will be used

for the purpose of conducting lessons learnt exercise. In case of a major disaster the lessons learnt will be submitted to DDM/ NEOC.

Sl No.	Questions	Response	Remarks
1.	What was the Disaster/ incident?	Eg. Flood/ Earthquake/ Landslide etc	
2.	What was the impact of the disaster/ incident?		
3.	<p>What was the response to the disaster/ incident:</p> <p>a) Initial response</p> <p>b) Coordination</p> <p>c) Reporting</p> <p>d) Response taken by the Dzongkhag/ Drungkhag/ Thromde/ Gewog IMT?</p> <p>e) Did you get feedback from the affected communities?</p> <p>f) How did you involve the corporate/ private sector and volunteer services?</p>		
4.	Were you able to convene the DDMC meeting? What was the process and outcome?		
5.	EOC coordination and reporting		
6.	Lessons learnt from the disaster/ incident?		
7.	Actions required to implement lessons learnt with timeline and responsible official.		

Note: Dzongkhags to conduct lessons learnt for all incidents and improve their response. Lessons learnt report of disasters of higher magnitude to be submitted to DDM.

Annexure 2: Contact details of DDMC members

Sl no	Name	Designation	Agency	cell no.
1	Dasho Baburam Sherpa	Dzongdag/chairperson	Dzo. Administration	17612751
2	Dasho Wangchuk Dorji	Dzongrab	Dzo. Administration	77115898
3	Dasho Kuenchap	SP, Div. VIX	RBP, T/Yangtse	17123686
4	Ugyen Tshewang	Dratshang Drungchen	Yangtse Rabdey	17942217
5	Cheki	DT Chair	Jamkhar Gewog	17689045
6	Phurpa Gyeltshen	Gup	Ramjar Gewog	17635626
7	Sonam	Gup	Yallang Gewog	17633542
8	Tashi Wangchuk	Gup	Khamdang Gewog	17930976
9	Dechen Wangdi	Gup	Toedtsho Gewog	17718405
10	Ugyen Dorji	Gup	Tongmijangsa Gewog	17822828
11	Goenpo	Gup	Yangtse Gewog	17701219
12	Mani Dorji	Gup	Boomdelling Gewog	17688252
13	Chimi Drakpa	Dy. Agricultural Officer	Dzo. Administration	16910622
14	Nima Wangdi	Offg. Dzo. Engineer	Dzo. Administration	17438008
15	Sonam Choden	Chief Education Officer	Dzo. Administration	17618989
16	Tshering Dorji	Planning Officer	Dzo. Administration	17752925
17	Rinchen Dorji	Finance Officer	Dzo. Administration	77285888
18	Kencho Dorji	Joint Managing Director	KHEPL	17118828
19	Ngawang Norbu	Base-Incharge	RSTA, T/Yangtse	17632399
20	Karma Leki	Regional Manager	BPC, T/Yangtse	17693180
21	Gembo	Area Manager	BT, T/Yangtse	17114590
22	Tshewang Sithar	Sr. Dz. Health Officer	Dzongkhag Administration	17672556
23	Minjur Wangchuk	Branch Manager	RICBL, T/Yangtse	17943251
24	Jigmela	Tshogdrung/ Member Secretary	Dzongkhag Administration	17361574
25				

Annexure 3: Search and Rescue Team member

Sl. no.	Name of Participants	Designation	Agency	Contact no.
1	Dorji	Drim Gom	Jangphutse CPC, T/Yangtse	17800267
2	Nima	Drimpom	RBP, T/Yangtse	17661303
3	Tshewang Dorji	Drimpon	RBP, Duksum	17532105
4	Thinley	Drimpon	RBP, T/Yangtse	17633218
5	Changa Norbu	Pelpon	RBP, Duksum	17891663

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6	Jigme Namgyel	Pelpon	RBP, Dukti	77336929
7	Zangpo	Pelpon	RBP, Duksum	17711134
8	Ngawang Phuntsho (DNY)	Peljab	RBP, T/Yangtse	17363818
9	Druptho Wangchuk	Peljab	RBP, T/Yangtse	17991133
10	Drupchu Wangdi	Gopa	RBP, T/Yangtse	17548291
11	Kelzang Namgay	Gopa	RBP, T/Yangtse	17468848
12	Karma Jamtsho	Chuma	RBP, T/Yangtse	17901869
13	Kencho Dorji	Chuma	RBP, T/Yangtse	17902193
14	Nima Tshering	Chuma	RBP, T/Yangtse	17511110
15	Kharka Raj Gurung	Chuma	RBP, T/Yangtse	17511115
16	Phurpa Wangdi	Chuma	RBP, Jangphutse	17305697
17	Leki Tshering	Chuma	RBP, T/Yangtse	177655343
18	Cheten Norbu	Chuma	RBP, T/Yangtse	17289001
19	Yeshe Samdrup	Chuma	RBP, T/Yangtse	17491392
20	Dorji Tshewang	Technician	Bayling CS	17807350
21	Kezang Dorji	SSI	Tshenkharla CS	17569213
22	Chimi Dem	GAO	Boomdeyling Gewog	17428077
23	Singye Wangchuk	BI	Municipal Office	17742081
24	Dorji Tshering	Staff Nurse	Hospital, Yangtse	17989419
25	Sangay Wangdi	Staff Nurse	Hospital, Yangtse	17713704
26	Sherub Dorji	Adm. Assist	Kuenzangling CS	17802312
27	Gyeltshen	HA	Khenyel BHU	17674489
28	Karma Phuntsho	SSI	Khamdang LSS	17398010
29	Phurpa Dorji	Livestock Extension	Yallang Gewog	17501839
30	Dawa Dema	Agri. Extension	Yangtse Gewog	17297462
31	Sonam Lhamo	Nurse	Khamdnag BHU	179767863
32	Dorji Dema	EMT	Yangtse Hospital	17297462
33	Lekjay	Tshodrung/ DDMO	Dzongkhag Adm.	17659900

Annexure 4: Firefighting (trucks, equipment, location and capacity)

Sln.	Facilities/Equipment / Personnel	Location	Capacity	Contact Person	Contact no.
1	Firefighting truck	RBP, Trashhi Yangtse		Sangay Wangdi	17765371
2	Fire Fighting Hilux	RBP, T/Yangtse		Ugyen Tashi	17677458

Annexure 5: Medical team

Sln	Name of Hospital/ BHU	Location	Bed capacit y	Contact Person	Designatio n	contact no.
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1	Yangtse Hospital	Yangtse Gewog	20	Dr. Namsa Dorji	CMO	1793409 4
2	Dungzam BHU II	Dungzam, Boomdelying Gewog	4	Pema Dukpa	HA	1772221 5
3	Khamdang BHU I	Tshenkharla, Khamdang Gewog	10	Dr. Chimi Lhakey Zam	GDMO	7730559 8
4	Kheni BHU II	Kheni, Toetsho Gewog	4	Gyeltshen	HA	1767448 9
5	Jangphutse Sub-Post	Jangphutse, Toetsho Gewog	2	Sonam Dorji	HA	7744776 2
6	Melongkhar BHU II	Melongkhar, Yallang Gewog	4	Tshering Dorji	HA	1764610 4
7	Thragom BHU II	Thragom, Yallang Gewog	4	Naiten Dorji	HA	7745769 4
8	Ramjar BHU II	Ramjar, Ramjar Gewog	4	Karma Tshewang	HA	1772628 2
9	Jamkhar BHU II	Yub, Jamkhar Gewog	4	Tenzin Dukpa	HA	1772636 4
10	Tongzhang BHU II	Bakpa, Tongzhang Gewog	4	Karma Yangki	HA	1767621 2
11	Rabtey Sub-Post	Rabtey, Yangtse Gewog	2	Sithar Dorji	HA	1794341 8
12	Dzongkhag Administration	Yangtse Gewog		Tshewang sithar	DHO	1767255 6

Annexure 6: Contact details of Responsible Officers from Dzongkhag

Sln.	Name	Designation	Fixed line no.	Mobile no.	Tcell no.
1	Dasho Thuji Tshering	Dzongdag	04-781100	17608432	
2	Dasho Lam Dorji	Dzongrab	04-781103	17318383	77217731
3	Mr. Ngawang Tenzin	Dzongkhag HR Officer	04-781102	17622212	
4	Mr. Tshering Dorji	Dzo. Planning Officer	04-781142		
5	Mr. Tshering Wangchuk	Dzongkhag Engineer	04-781101		77616363
7	Mr. Rinchen Phuntsho	Dy. CDEO	04-781146	17646959	77646959
8	Mr. Chedrak Jamtsho	Dy. CDEO		17668677	
9	Ms. Kuenzang Peldon	Sr. Dzo. Agricultural Officer	04-781104	16910622	
10	Mr. Chimi Drakpa	Dzo. Agricultural Officer		17948653	
11	Mr. Tashi Dawa	Dzongkhag Cultural Officer		17806008	
12	Mr. Rinchen Dorji	Dzongkhag Finance Officer	04-781136		77285888
13	Mr. Tshewang Sither	Sr. Dzo. Helath Officer	04-781189	17672556	
14	Mr. Singye Dorji	Dzongkhag Helath Officer		17812353	
15	Vacant	Dzongkhag Kidu Officer	04-781178		
16	Mr. Rinchen Leday	Municipal Engineer	04-781106	17681918	
17	Mr. Phurpa Tshering	Sr. Dzo. Livestock Officer	04-781111	17633265	77633265
18	Mr. Cheky	Dzo. Livestock Officer		17554013	
19	Mr. Tandin Wangchuk	Dzo. Land Registry Officer	04-781264	17442479	
20	Mr. Sangay Tenzin	Dzo. Procurement Officer	04-781203	17851152	

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21	Mr. Yonten Jamtsho	Dzo. Statistical Officer		17616275	
22	Mr. Lekjay	Tshogdrung	04-781248	17659900	77659900
23	Ms. Dorji Dema	Dzo. Environment Officer	04-781256	17583415	
24	Ms Kingzang Dema	Dzongkhag ICT Officer	04-781233	17570776	
40	Mr. Jigmela	Dzongkhag Legal Officer		17361574	
25	Mr. Sangay Dorji	Dzo. Electoral Officer	04-781124	17671389	
26	Tashi Wangdi	Dzo. Civil Registry and Census Officer	04-781121	17614716	
28	Tashi Wangdi	Assistant Census Officer		17688511	
29	Chimi Yuden	Dzo. Economic Development Officer		17962621	
30	Tempa Gyeltshen	Dzo. Beautification Officer		17697755	
31	Yonten Jamtsho	Development Regulatory Officer		17839056	

Annexure 7: Contact Details of LG Functionaries

Sl no.	Gewog	Name	Designation	Mobile no.	T.Cell no.
1	Boomdeling	Yeshi Dorji	Gup	77703377	
2		Chimi Dem	GAO	17428077	
3		Tshering Wangchuk	Mangmi	17595815	
4		Tshering Needup	Geydrung	17437665	
5	Jamkhar	Karma Tshewang	Gup	17734347	77734347
6		Kinley Dorji	GAO	17311675	
7		Tshering Uden	Mangmi	17991148	
8		Tandin Wangmo	Geydrung	17500831	
9	Khamdang	Norbu	Gup	17802442	
10		Rinzin Dorji	GAO	17839604	
11		Sangay Tenpa	Mangmi	17245080	
12		Kuenzanh Tobjay	Geydrung	17816299	
13	Ramjar	Tenzin Wangda	Gup	17682318	77682318
14		Sangay Zangmo	GAO	17737331	
15		Tshering Phuntsho	Mangmi	17718571	
16		Rinchen Wangdi	Geydrung	17821265	
17	Toedtsho	Dechen Wangdi	Gup	17718405	
18		Tshering Dolkar	GAO	17875766	
19		Phuntsho Wangdi	Mangmi	17437990	77765718
20		Dema Wangmo	Geydrung	17421675	
21	Tongmijangsa	Tashi Dorji	Gup	17648064	77285661
22			GAO		
23		Karma Wangchuk	Mangmi	17749769	
24		Tshering Dendup	Geydrung	17640210	
25	Yallang	Choesung Wangdi	Gup	17465180	77457708
26		Pema Chopel	GAO	17823195	
27		Tshering Tobjay	Mangmi	17877244	

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28		Kencho Tshering	Geydrung	17547130	
29	Yangtse	Gonpo	Gup	17701219	
30		Sonam Kelzang	GAO	17710960	77788818
31		Sonam Rinchen	Mangmi	17677946	
32		Chimi Dorji	Geydrung		77306746
33	Yangtse	Ugyen Lhamo	Thromdey Ngotshab	17691959	77366230

Annexure 8: Contact Details of Desuups

Sln.	Name	Designation/ Present address	Permanent address	Contact No.
1	Dasho Thuji Tshering	Dzongda	Gatshelo, Wangdi Phodrang	17608432
2	Samten Dorji	Principal, Jamkhar PS	Tsholingkhar, Tshokhana, Tsirang	17674426
3	Singye Wangchuk	Teacher, Baylling CS	Tshangno, Khoma, Lhuntse	17647344
4	Rigzin Phuntsho	Teacher, TYLSS	Wongchelo, Nanong, P/Gatshel	17644909
5	Leki Tshering	Offtg. Principal, Jangphu PS	Lechibee, Goshing, Zhemgang	17992751
6	Kencho Yonten	Vice Principal, Kheni LSS	Yabi, Tsakaling, Mongar	17659466
7	Kinley Tshering	Lab Asst., Ramjar AS	Zimpong, Kurtoed, Lhuentse	17685841
8	Sonam Choki	Teacher, Kheni LSS	Dreewong, Khaling, Trashigang	17856969
9	Ugyen Zangmo	AE, Dzo. Engineering	Mertsham, Kanglung, Trashigang	17330099
10	Pema Tshewang	Teacher, Baylling CS	Khothagpa, Shumar, P/Gatshel	17659457
11	Sonam Tobgay	Teacher, Tsangphuchen PS	Gakiling, Lakiling, Sarpang	17463282
12	Chada Jamtshok	Dy. DEO, TYDA	Mukhar, Bartsham, Trashigang	17668677
13	Sherub Dorji	Adm. Asst. Kunzangling CS	Ridaza, Mongar, Mongar	17802312
14	Ugyen Duba	Teacher, Tsangphuchen PS	Rangjung, Shongphu, Trashigang	17760858
15	Phuntsho Wangdi	Teacher, TYLSS	Thrumchung, Dungmin, P/Gatshel	17362958
16	Gyeltshen	Health Assistant, Kheni	Thragom, Kanglung, Trashigang	17674489
17	Tenzin Dukpa	Health Assistant, Bumdeling	Threphu, Kangpar, Trashigang	17726364
18	Dorji Dema	EMT, T/Yangtse Hospital	Chumpa, Bjee, Haa	17762053
19	Thinley Wangchuk	Teacher, Chakedemi PS	Yaragla, Jurmey, Mongar	17358687
20	Lhawang Chozom	Teacher, Tshenkharla CS	Shingkar, Ura, Bumthang	17611868
21	Tashi Yangzom	Teacher, Tshenkharla CS	Lemi, Khaling, Trashigang	17769851
22	Sonam	Sr. Surveyor	Sakteng, Sakteng, Trashigang	17603899
23	Dawa Dema	Agri. Exension Supervisor II	Ladrong, Jarey, Lhuntshe	17297462
24	Pema Dechen	EMT, Khamdang BHU	Semtogangchu, Guma, Punakha	17418204
25	Sonam	Land Record Assistant	Jadung, Balam, Mongar	16907489
26	Singye Wangchuk	Technician	Namthi, Yallang, Trashi Yangtse	17742081
27	Dorji Tshewang	Technician	Shingchongri, Dechheling, P/G	17807350
28	Cheki Wangchuk	Adm. Asst., Education Office	Chaskhar, Chaskhar, Mongar	17674640
29	Sonam Lhamo	GNM	Tormashong, Tsakaling, Mongar	17967863
30	Jigme Namgay	Not employed	Threlphu, Kangpar, Trashigang	17976725
31	Kencho	Caregiver	Thragom, Yallang, Trashi Yangtse	17992587
32	Tshering Dorji	SSI	Bainangrab, Ramjar, T/Yangtse	17336347
33	Tashi Wangdi	Census Asst.	Shale, Khamdang, Trashi Yangtse	17688511
34	Phurpa Dorji	Livestock	Dungkarling, Phuntshothang, S/J	17501839
35	Tenzin Phuntsho	Engineering cell	Tokaphu, Tongzhang, T/Yangtse	17583337

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36	Jigmela	Legal Officer	Yabi, Jarey, Lhuntse	17361574
37	Cheki Dorji	Warden	Choekorling, Choekorling, P/G	17837975
38	Kuenzang Peldon	Dz. Agriculture Officer	Richena, Chhubu, Punakha	16910622
39	Kezang Dorji	SSI	Rigay, Lumang, Trashigang	17569213
40	Karma Jamtsho	Warden, Tsenkharla CS	Madeewa, Kangpar, Trashigang	17894027
41	Passang Dorji	Superintending Engineer, KHEL	Wachey, Bjena, Wangdue	17115955
42	Samtong	Adm. Asst. TYDA	Thrimshing, Thrimshing, T/gang	17724556
43	Jigme Wangchuk	Ramjar MSS	Gomdar, Gomdar, S/Jonkhar	17525621
44	Ngawang Dorji	Thragom LSS	Kunzangling, Tongzhang, T/Y	17451127
45	Thinley Wangchuk	Shingkar PS	Jarey, Lhuentse, Lhuentse	77415881
46	Tandin Wangchuk	Pangtokha PS	Betsamang, Boomdelying, T/Y	17818246
47	Yeshi Wangmo	Thragom LSS	Chiya, Udzorong, Trashigang	17508361
48	Rinchen Dorji	Jangphutse PS	Taktse, Drakteng, Trongsa	17665608
49	Chesung Wangdi	Yallang Thrizin	Melongkhar, Yallang, T/Yangtse	17465180
50	Chimi Dema	GAO, Bumdelling Gewog	Kazhi, Kazhi, Wangdue	17428077
51	Tshering Dolkar	GAO, Toetsho Gewog	Chumey, Chumey, Bumthang	17875766
52	Ngawang Tenzin	HRO, TYDA	Menbi, Dungkhar, Lhuentse	17622212
53	Karma Phuntsho	SSI, Khamdang LSS	Tashiphu, Sherhong, Sarpang	17398010
54	Dawa Zangpo	Not employed	Roinangshing, Khamdang, T/Y	17816235
55	Sonam Wangchuk	Offg. Principal, Rabtey PS		17130550
56	Pema Dorji	Teacher, Ramjar MSS		17954925
57	Nidup Dorji	Asst. Manager, State Mining		17665647
58	Phurpa Tshering	ERO, Election Office	Womamang, Boomdeyling, T/Y	17657875

Annexure 9: Contact details of Regional Heads

SI No	Name	Designation	Agency	Office no.	Mobile no.
1	Ven. Sonam Wangdi	Lam Neten	Yangtse Rabdey, T/Yangtse	04-781162	77420372
2	Dasho Tashi Yangzom	Drangpon	Royal Court of Justice, T/Y	04-781266	17110978
3	Dasho Sonam Tshering	SP	Royal Bhutan Police, Div- XIV	04-781134	17616851
4	Mr. Kencho Dorji	JMD	KHEL	04-781217	17118828
5	Mr. Gembo Tshering	Area Manager	Bhutan Telecom, T/Yangtse	04-780030	17114590
6	Mr. Ugyen Penjor	Officer Incharge	BAFRA, T/yangtse	04-781183	17659407
7	Mr. Tashi Dorji	Branch Manager	BNB, T/Yangtse Branch		17121103
8	Mr. Minjur Wangchuk	Branch Manager	RICBL, T/Yangtse	04-781270	17943251
9	Jigme Sonam Tenzin	Branch Manager	BDBL, T/Yangtse	04-781105	17730862
10	Mr. Ngwang Norbu	Officer Incharge	RSTA, T/Yangtse	04-781228	17632399
11	Mr. Pancha Bdr. Rai	Branch Manager	BOBL, T/Yangtse Branch	04-781185	17701071
12	Mr. Pema Dorji	In charge	Bhutan Post, Yangtse Branch	04-781107	77366399
13	Mr. Kinley Penjor	Principal	Zorig Chusum College	04-781261	17645440
14	Mr. Lobzang Tshering	Farm Manager	Druk Seed Corporation, T/Y		17640144
15	Mr. Pura Bdr. Rai	Manager	Bhutan Oil Coopotation	04-781129	77674419
16	Dr. Namsa Dorji	CMO	Yangtse Hospital	04-781221	17934094
17	Mr. Karma Tempa	CFO	Boomdelying Wildlife Sanctuary	04-781215	17603552
18	Mr. Sunil Moktan Tamang	Incharge	FCB, T/Yangtse Depot		17867255

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19	Mr. Sangay Dorji	Ranger	Forestry Management Unit, T/Y	04-781195	17331046
20	Mr. Tandin Tshewang	Operation Manager	NRDCL, T/Yangtse Branch	04-781123	17797490
21	Mr.	AE	Office of the AE, DOR, Doksum		17121662
22	Mr. Karma Leki	Manager	BPC, T/Yangtse Branch	04-781224	17682684
23	Ms. Thinley Pemo	Manager	Tcell, T/Yangtse		77466646
24	Mr. Lam Norbu	Ranger	Range Office	04-781137	17985213

Annexure 10: Contact details of School Principals under the Dzongkhag

Sln	Name	School	Designation	School Mobile Number	Personal Mobile Number
1	Mr. Norbu	Baylling CS	Principal	04-781205	17630104
2	Mr. Namgay Wangchuk	Kunzangling CS	Principal	17130797	17670997
3	Mr. Sonam Jamtsho	Ramjar MSS	Principal	17121180	17791935
4	Mr. Karma Phuntsho	Tsenkharla CS	Principal	16485100	17603201
5	Mr. Ranbir Tamang	Bumdeling LSS	Principal	17121248	17625050
6	Mr. K.B. Sinchuri	Khamdang LSS	Principal	17130300	17760158
7	Mr. Gyelpo Sherpa	Kheni LSS	Principal	17131405	17669764
8	Mr. Ugyen Palden	Thragom LSS	Principal	17130624	17150685
9	Mr. Tashi Phuntsho	Trashiyangtse LSS	Principal	04-781258	17833588
10	Mr. Chencho Tshering	Chakidemi PS	Principal	17130232	17483735
11	Mr. Phurba	Doksum PS	Principal	17121548	17701650
12	Mr. Sonam	Dukti PS	Offtg. Principal	17130656	17713713
13	Mr. Samten Dorji	Jamkhar PS	Principal	17121221	17674426
14	Mr. Sonam Wangdra	Jangphutse PS	Offtg. Principal	17121530	17845132
15	Mr. Singay Namgay	Gangkhar PS	Offtg. Principal	17121166	17546704
16	Mr. Tshewang Sither	Langmadung PS	Principal	17121165	17887579
17	Mr. Phuntsho Dorji	Lichen PS	Principal	17121124	17689691
18	Mr. Leki Gyeltshen	Melongkhar PS	Offtg. Principal	17131516	17465268
19	Mr. Nima	Pangtokha PS	Principal	17130867	17660189
20	Mr. Sonam Wangchuk	Rabtey PS	Offtg. Principal	17130550	17130550
21	Mr. Cheten Pelzang	Shali PS	Principal	77109856	17659856
22	Mr. Phuntsho	Shingkhar PS	Offtg. Principal	17121552	17397889
23	Mr. Thinley Gyeltshen	Tarphel PS	Principal	17131640	17525672
24	Mr. Wangchuk	Tongmijangsa PS	Offtg. Principal		17429264
25	Mr. Nima Gyeltshen	Tokaphu PS	Principal	17929018	17131688
26	Mr. Ugyen Penjor	Tsangphuchen PS	Principal	17130297	17710175
27	Mr. Karma Chejay	Tshaling PS	Offtg. Principal	17130896	17872762
28	Mr. Leki Tshering	Womanang PS	Offtg. Principal	17121531	17992751
29	Mr. Kinzang Wangdi	Yallang PS	Offtg. Principal	17131699	77291249
Dzongkhag Education Office					
1	Mr. Rinchen Phuntsho	Dy. CDEO		04-781146	17646959

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2	Mr. Chada Jamthso	Dy. CDEO		17668677
3	Mr. Cheku Wangchuk	Adm. Assistant		17674640
4	Mrs. Pema Selden	Adm. Assistant		17766160