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## Dzongkhag Disaster Management & Contingency Plan 2022



**Dzongkhag Administration, Punakha**

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## Forward

In accordance with section 77 of the Disaster Management Act of Bhutan 2013, the Dzongkhag Disaster Management Committee, has reviewed and endorsed the Dzongkhag Disaster Management and Contingency Plan. The Plan was prepared then in 2019 through the conduct of Hazard, Vulnerability, and Capacity Assessment (HVCA) of the 11 Gewogs. There were several deliberations among the Gups, Gewog Administrative Officer (GAO), 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 an endorsement from the Dzongkhag Disaster Management Committee (DDMC). Hence, we believe that there is a DM linkage across all sectors.

The drafting of the Disaster Management and Contingency Plan started since March 2019 and came to shape only in June 2019. It was possible only with the support of the Department of Disaster Management funded by Swiss Red Cross through Disaster Preparedness Pilot Project. The officials from the department were present for the coordination meeting wherein most of the strategies were incorporated only because of their technical expertise and experiences. As desired by the Disaster Management Act 2013, the Plans is being updated in September, 2022.

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 is 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 is an important document to be referred by all relevant officials while mainstreaming and integrating disaster risk management components into their annual and five-year socio eco development plans. Concern 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

(Thuji Tshering)  
DZONGDAG

## Acknowledgements

Dzongkhag Administration would like to extend our sincere gratitude and appreciation to the Department of Disaster Management, Ministry of Home and Cultural Affairs for rendering all necessary supports, guidance and inputs for the development of the Disaster Management Plan

The Dzongkhag would also like to extend our appreciation to the Dasho Dzongdag, Dasho Dzongrab, all the sector head, regional Heads, local leaders 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 for developing Dzongkhag Disaster Management and Contingency Plan.

## 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 Tshogdae
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:**

As mandated by the Disaster Management Act of Bhutan 2013, the Disaster Management and Contingency Plan for Punakha Dzongkhag was prepared, endorsed by the Dzongkhag Disaster Management Committee (DDMC) on 27/06/2019. The Plan book will serve as a document to be referred by all relevant stakeholders and sectors while executing disaster risk reduction activities. It will also guide the Dzongkhag during response and relief operations.

**Objectives of DM Plan:**

- To ensure that disaster risk reduction/preparedness activities in the Dzongkhag are mainstreamed in the planning process and executed.
- 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.

**Objectives of the Dzongkhag Contingency Plan:**

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 Punakha Dzongkhag**

#### *1.1 Geography*

Punakha Dzongkhag is situated in western Bhutan, bordered by Gasa to the north, Thimphu to the west and Wangduephodrang to the east and south. The Dzongkhag is located at an altitude ranging from 1100-2500 m above sea level. Until 1955, Punakha served as the winter capital of Bhutan. Currently, it serves as the winter residence for the Central Monastic Body.

Punakha Dzongkhag is well known for rice, vegetables and fruits owing to its favorable location, soil and climatic conditions. The Dzongkhag basically grows a little of everything but the main cash crops are paddy, wheat, maize and mustard. Though citrus fruits are among the main fruits grown in the Dzongkhag, other fruits like persimmons, guavas, peaches, plums, pears, avocados and apricots are grown. The Dzongkhag also grows a variety of vegetables such as chillies, radish, cabbage, eggplant, leaves and tomatoes.

#### *1.2 Social and Administrative Profile*

The Dzongkhag is administratively divided into eleven gewogs, namely Baarp, Chhubu, Dzomi, Goenshari, Guma, Kabjisa, Lingmukha, Shengana, Talo, Toepisa and Toedwang.

The Dzongkhag is also a popular tourist destination with major attraction besides Talo Dzong, Chhimi lhakhang, Khamsum Yulay Namgyel Chorten, and the two hot springs, namely Koma tshachu and the Chhubu tshachu.

Gewog centres and many villages are now connected with farm road and such accessibility has reduced the walking distance to less than one hour from road head for over 98% of the people. Adequate number of RNR centres, Basic Health Units and Schools are established at convenient locations in all the Gewogs to provide prompt services.

According to the 2015 GNH Survey report, Punakha Dzongkhag falls under medium category in terms of happiness with a GNH Index value of 0.758. The Dzongkhag has 100% access to electricity and mobile coverage. Further, all Gewogs has Community Centers rendering all G2C Services.

**1.3 Table 1 – Key Demographics**

SI	Gewogs	Area (Sq. Km.)	No. of Households	Population	Institution	Health Facilities			Schools				
						Hospital	BHU	ORC	HSS	MSS	LSS	PS	ECR
1	Barp	24.65	270	4942	1	0	0	1	1	0	1	0	0
2	Chubu	91.30	272	1651	0	0	0	0	0	0	0	1	1
3	Dzomi	20.92	257	2147	0	0	0	0	0	1	0	2	1
4	Guma	37	650	2752	1	1	0	0	2	1	0	2	1
5	Goenshari	84	124	694	0	0	1	0	0	0	0	1	0
6	Kabesa	210	455	2542	0	0	1	0	0	1	0	0	2
7	Shenga Bjimi	28	187	1003	0	0	1	0			1		
8	Lingmukha	33.80	229	1018	0	0	1	0	0	0	0	1	0
9	Talo	25.51	336	1205	0	0	1	0	0	0	0	2	0
10	Toepisa	95.99	427	2427	0	0	1	0	1		1		1
11	Toedwang	415.65	434	1313	0	0	1	0	0	0	1	1	0

*BHU – Basic Health Unit; ORC – Outreach 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 during summer although the Dzongkhag experiences cold weather during the winter season. It experiences an average annual rainfall of 1500mm to 3000mm.

## 1.5 Economy

According to the Agriculture Statistics of 2013, 5,771.47 acres of wetland and 1,665 acres of dry land were cultivated while 676.41 acres and 608 acres remained uncultivated respectively. But we observe the popular cereals of the Dzongkhag are paddy, wheat, maize and mustard. The Dzongkhag also grow seasonal vegetables and fruits owing to its location, soil fertility and climatic conditions. The major vegetables grown are chili, beans, tomatoes, and broccoli, while the primary fruits grown are mandarin and guava. According to the Agriculture Statistics of 2013, Punakha Dzongkhag cultivated paddy in an area of 5,908 acres, and produced a yield of 11,028 metric tons of paddy. Similarly, 551 acres were used for wheat cultivation and produced a yield of 413 metric tons. A total of 291 acres were used for chili production and the yield was 808 metric tons. Thus, business opportunities have boomed due to agriculture advancement.

Cattle and poultry are reared on subsistence basis in most of the Gewogs in Punakha. Few Gewogs like Chubu, Toewang, and Dzomi have potential in fishery considering the favourable climate and availability of suitable water resources. Thus, we find opportunity in terms of milk products.

Punakha is not known for any of the arts and crafts activities. However, people in Kabji Gewog have skills in manufacturing Nga (ritual drums) for which they gather resources from the neighboring Gewog of Goenshari. Moreover, there are a huge number of visitors, especially tourist at Punakha as it is near to the capital city. Thus, we find business opportunity due to tourism. For instance, coming up with startup idea to produce handicraft market under the Dzongkhag where we can be self-sufficient during the time of disaster.

## Chapter 2: Dzongkhag Disaster Management System

### 2.1 Dzongkhag Disaster Management Committee (DDMC)

Punakha 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.	Thuji Tshering	Dzongdag	Chairperson	17608432
2.	Ugyen Tshering	Sr. Dzongrab	Deputy Chair	17609105

3.	Chador	OC	Member	17631071
4.	Sonam Dorji	Chairperson of DT	Member	17712848
5.	Dawa Tashi	Gup, Dzomi Gewog		17941685
6.	Passang Dorji	Gup, Barp Gewog	Member	17119960
7.	Jimba Gyeltshen	Gup, Chubu Gewog	Member	17987880
8.	Dawa Tashi	Gup, Dzomi Gup	Member	17941685
9.	Kinley Gyeltshen	Gup, Guma Gewog	Member	77660317
10.	Wangchuk	Gup, Goenshari Gup	Member	17114566
11.	Samten Phuntsho	Gup, Shelngana Gup	Member	17618365
12.	Sonam Tobgay	Gup, Lingmukha Gewog	Member	17583835
13.	Rinzi Wangchuk	Gup, Talo Gewog	Member	17350244
14.	Tshering Penjor	Gup, Toepisa Gewog	Member	17993415
15.	Ugyen Karma	Gup, Toedwang Gewog	Member	17845622
16.	Pema Gyalpo	Lop Dakchong, Zhung Dratshang	Member	17608904
17.	Namgay Tenzin	Thromdey Ngotshab	Member	17446676
18.	Sangay Thinley	Accounts Officer	Co-opted member	17764903
19.	Gaylong	DAO	Co-opted member	17615114
20.	Karma Sonam Chophel	CDEO	Co-opted member	17620232
21.	Namgay Dawa	DHO	Co-opted member	77629145
22.	Parsuram Rai	CDE	Co-opted member	17600019

23	Norbu Tenzin	Deputy CO	Co-opted member	17296116
24	Gyeltshen	DPO	Co-opted member	17656443
25	Sonam Phuntsho	DDMO	Member Secretary	17888883

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 functions 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 meetings.*

### ***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 provisions 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 field 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, Punakha Dzongkhag is also susceptible to both natural and man-made disasters. This includes earthquake, windstorm, and fire, Glaciers out bursts floods, landslides and isolated incidents like vehicle accidents. The most notable disaster was the GLOF of 1994 which affected majority to the dzongkhag. It damaged most of the rural houses,

schools, Lhakhangs, and other Government infrastructures. Every year, the Dzongkhag has been witnessing disasters like structural, forest fires and windstorm resulting into serious implication on the livelihood of the people.

The disaster risk assessment of the Dzongkhag is being ascertained by looking at the hazard, vulnerability and capacities at the Dzongkhag and Gewogs. The HVCA is conducted by the Gups, GAOs, Mangmis, Tshogpas and DDMO. Finally, the Gewog's hazard assessment is being drawn using the probability and impact matrix. This matrix shall help in preparing action plan in response to any Hazards in the Gewogs.

### 3.1 Hazard Assessment Punakha

Sl No.	Hazards	Secondary Hazard	When it could occur	Probability of occurrence	History/ Past disaster	Impact
1	Earthquake	Fire Landslide Flood	Any time	high	2009, 2011, 2015	Government and Private properties were affected
2	Flash floods	Erosion Landslide Falling boulder Swelling river	Summer(July-September)	high	2013	more than 30 acres of wetland damaged
3	Structural Fire		Anytime ( during the dry season)	medium	every year	Lhakhangs and Privates houses were affected
4	Forest fire	Structure fire	winter ( Nov-March)	high	every year	Hectares of forests are destroyed
5	GLoF	Erosion landslides Falling boulders	any time especially during monsoon season	High	1957, 1960, 1968, 1994, 2015	1. Part of Punakha Dzong destroyed 2. 12 houses damaged 3. 816 of acres of dry land and 965 acre of pasture land damaged 4. 4 bridges washed

						away 5. 2 chortens destroyed 6. 17 lives lost
6	Windstorm	Fire	Anytime especially winter	High	2013, 2017, 2018, 2019	Roof of the Government and Privates structures blown off

### 3.2 Vulnerability Assessment Punakha

SI No.	Hazards	Element at risk	Why they are at risk?	
			Physical/Material	
1	Earthquake	Structures and lives	Poor construction methods Inferior materials used Improper supervision during construction Old structure	No proper planning Poor coordination do not follow building guidelines
2	Flash Flood	Dzong Lhaxhang Buildings Institutions Land, roads, irrigation channels Livestocks Human Life	Topography Construction along the river basin( red zone area) and valleys Poor site selection No proper mitigation works	Non- compliance Illegal construction No proper coordination among the communities

3	Structural fire	Dzong Lhakhang Buildings Institutions Human Life	Poor electrification No fire extinguisher at household level Clustered Settlement use of butter lamps, heaters and other electrical appliances carelessly Old firefighting truck No fire prevention measures	Lack of awareness Lack of cooperation and compliance No training for household level
4	Forest Fire	Forest Lhakhang Buildings Wildlife	Windy Location Burning of bushes and waste at wrong time	Carelessness, Lack of awareness, Common Belief
5	GLOF	Dzong Lhakhang Buildings Wildlife Communities (Wolathang, Samdingkha, Jamamu, sekha, TTI, Damchen Resort, Tshokorna)	Topography Construction along the river basin( red zone area) and valleys Poor site selection Poor river bank protection walls	Non- compliance Illegal construction Less initiative
6	Windstorm	Structures(Dzong Lhakhang,Buildings Schools,BHU) and crops	Poor roofing Pattern Temporary roofing Lack of Lung-go	Non compliance Lack of insurance Settlement at wind prone area

### 3.3 Capacity Assessment punkha

S/N	Hazard	Physical capacity	Economic capacity	Social/Institutional capacity	Environment capacity
1	Earthquake	Open spaces in all gewogs, EOC, SAR equipment, Earthquake intensity Meter	Royal Semso, Insurance (house and life), Restoration Budget for Govt. Structures	Gyalpio Zimpoen Office, Hospital and BHUs Schools, Cooperatives, RICBL, DDMC, IMT, SAR teams	
2	Flash Flood	Early Warning System, Safe evacuation area, Excavator and JCB, Open spaces, EOC, SAR equipments	Royal Semso, Insurance and restoration Budget for Govt Structures	Gyalpio Zimpoen Office, NCHM, Flood Control Station at Wangdue, RBA, RBP and Desuups, BHUs and Schools, DDMC, IMT. SAR teams, BRCS Volunteers	Maximum forest coverage
3	Structural fires	Fire extinguishers in Dzong, Lhakhangs, Schools and Offices. Hydrants, Tanks, Smoke detectors and UHPS water mist inside the Dzong. Excavators/ JCB, Firefighting trucks, EOC, SAR equipments	Royal Semso, Insurance (house and life) and Restoration Budget for Govt Structures, FCB/Bank services, farm shop	Gyalpio Zimpoen Office, Fire division, RBP, Desuups, RICBL, DDMC, IMT, SAR Team, BRCS volunteers	
4	Forest fire	Firefighting Truck, Water bags, EOC, SAR equipments		Gyalpio Zimpoen Office, Divisional Forest Office at Lobesa, Desuups, RBP and RBA, RBP, DDMC, IMT, SAR Teams, RICBL	fire lines

5	GLOF	Early Warning System, Safe Evacuation Area, Excavator/JCB, Open spaces, EOC, SAR equipments	Royal Semso, Insurances and Restoration budget for Govt structures	Gyalpoi Zimpoen Office, Flood Control Station at Wangdue, NCHM, RBA, RBP and Desuups, BHUs and Schools, BPC, RICBL, DDMC, IMT, SAR Teams	
6	Wind Storm	50% of the houses have wind tie and Permanent roofing, EOC, SAR equipments	Royal Semso, Insurance and restoration budget for Govt. Structures	Gyalpio Zimpoen Office, Divisional Forestry Office, Desuups, RBA and RBP, FCB, RICBL, BPC, DDMC, IMT, SAR Teams	

### 3.4 Resource Inventory

Resource Inventory					
Sl No	Hazard	Resources	Existing	Required	Remarks
1	Earthquake	Open Space, EOC, SAR teams, SAR equipment, BHU, Roads, Schools and Institutions, IMT, relief items	Open space BHU, Schools and Institutions Roads Emergency Operation Centre Search and Rescue equipments DDMC, IMT	Awareness, Safe evacuation sites, Non-structural mitigation, Identification of safe evacuation place identifying immediate relief items	
2	Flash Floods	Early Warning System, EOC, SAR teams, SAR equipment, BHU, Roads, Schools and Institutions,	Early Warning System Safe Evacuation sites Emergency Operation Centre Search and Rescue equipments	Awareness Hazard Zonation Safe evacuation sites Identification of safe place for relics (Dzong)	

		IMT,DDMC, safe evacuation sites, Relief items	DDMC,IMT Search and Rescue Team	identifying immediate relief items Awareness	
3	Structural fire	Fire Trucks, Extinguishers and firefighting equipment, EOC, SAR team, SAR equipment,IMT, DDMC, Safe evacuation sites and routes, Relief items	Fire Extinguishers Fire Hydrants, Smoke detectors UHPS fire fighting machine Firefighting trucks RBP, RBA, Desuups Emergency Operation Centre Search and Rescue equipments DDMC,IMT,roads Search and Rescue Team	New firefighting trucks Tanks and hydrants in town safe evacuation route and sites identification of safe place for relics(Dzong) Identifying immediate relief items	
4	Forest fire	Fire trucks, SAR teams, SAR equipment, roads,EOC, RBA,RBP, Desuups, Community	DDMC,IMT Divisional Forestry Office, Lobesa Fire Trucks RBP, RBA, Desuups Emergency Operation Centre Search and Rescue equipment, Search and Rescue Team, roads	Fire lines around the Monasteries, Awareness	
5	GLoF	Early Warning System, Safe	Early Warning System Safe Evacuation sites	Awareness Drills	

		evacuation sites, Hazard Zonation. DDMC, IMT, SAR teams, SAR equipment, Roads, BHU, Schools, relief items	Hazard Zonation Emergency Operation Centre Search and Rescue equipments Search and Rescue Team DDMC Roads, Schools, BHUs	Strict compliance Identifying immediate relief items	
6	Windstorm	DDMC, IMT, SAR teams, SAR equipment, Roads, BHU, Schools Immediate relief items(Tarpaulins)	Emergency Operation Centre SAR equipments SAR Teams DDMC,IMT	Proper roofing Awareness Insurance Identifying Immediate relief items	

### 3.4 Probability and impact matrix

<b>Very probable</b>			Windstorm	Earthquake	
<b>Probable</b>		Flood	Structural Fire	Landslides	GLoF
<b>Less probable</b>			Forest Fire		
<b>Improbable</b>					
<b>Impact</b>	<b>Unimportant</b>	<b>Limited</b>	<b>Serious</b>	<b>Very serious</b>	<b>Catastrophic</b>

## Chapter 4: Disaster Management Action Plan (2019 – 2023)

This chapter details the action plan for Punakha Dzongkhag to raise awareness, reduce risk and enhance preparedness and resilience for five years starting from 2019 to 2023 for the hazards which were prioritized.

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

Priority Area	Key Activities	Target	Nodal Agency	Supporting agencies	Timeli ne	Budge t
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						estimate (Nu. in M)
<b>DDMC Meetings as per the DM Act of Bhutan 2013</b>	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	Twice in a year	0.100
<b>Awareness and Education</b>	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, Schools (including ECR), Agencies Include people with disabilities	Gup, GAO, DDMC/ DE	Dzongkhag Administration DDM RBP	Annually starting 2019	5.500
	1.2 Conduct meeting with DEO, Principals and disaster focal teachers to strengthen linkages with	All schools	DEO, DDMC	Dzongkhag Administration	2019	(as and when other meetings happen)

	school DM plans.					
	1.3 Dzongkhag observes International Disaster Reduction Day (13 <sup>th</sup> October every year)	Dzongkhag Administration, Schools, communities, Dzong and Lhakhang, Business community	DDMO, DDMC, Dzongkhag Administration	DDM	Annually from 2019	0.500
	1.4 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 Ngotshab	RICBL DDM, Dzongkhag Administration	2019 onwards	As and when other meeting happens
	1.5 Raise awareness on installation of fire safety gadgets (fire	Govt offices, private building owners, Caretakers of Lhakhangs	RBP/ Dzongkhag Administration	Gewog Administration and community	2019-2020	1.50

	alarm, extinguishers in govt., private buildings, lhakhangs)					
	1.6 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)	2019 onwards	0.500
<b>Enhance risk reduction and mitigation</b>	2.0 Carry out vulnerability assessment of old/ existing buildings/ houses (earthquake)	Lhakhangs, office buildings, private buildings	DE	DDMC, DDM, DES, MoHWS, MoE, DoC (MoHCA)	2019-2021	(DE/ DDMO to discuss with MoWHS)
	2.1 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	2020 onwards	Based on assessment
	2.2 Strengthen construction	Gewog Administrat	Gup/ Mangmi,	DES, MoWHS,	2019 onwar	(as per Building

	quality control and monitoring mechanism for materials and adherence to standards and designs	ion and Dzongkhag Administration	DE	DDM Other relevant sectors	ds	Guidelines and Regulation 2018 framed by MoWHS)
	2.3 Flood hazard re-zonation	Dzongkhag ( along Phochu & Mochu )	NCHM	DDMC, Dzongkhag Administration	2020	(to discuss with technical sectors)
	2.4 Study of windstorm pattern, roofing pattern and impact in the Dzongkhag	All gewogs	DDMO	DDM NCHM and MoWHS	2020	(to discuss with DES (MoWHS)/ NCHM (MoEA) and MOAF
	2.5 Implement mitigation measures - Fire Fighting training in the dzongkhag/ gewogs - Basic First Aid training for community volunteers	Lhaxhang caretakers, schools, institutions, gewogs	Tshogpa, Respective Sectors,	DDM, GNHC, MoF, concerned sectors	2019 - 2023	to be discussed
	2.6 Construction of river bank protection wall	Changyul, Zomlingthang, Thanzona and opposite, town	DDMC	DDM, DNB	2019 onwards	

	2.7 Installation of fire hydrants/ reservoir as per needs assessment	Khuruthang Town	RBP/ Dzongkhag		2019-2023	To be discussed
	2.8 Procure additional VHF sets	Dzongkhags/ Gewogs	DDMO	Dzongkhag / Gewog Administration	2019-2023	0.50
	2.9 Training of Dzongkhag Disaster Assessment Teams on Bhutan Disaster Assessment Tools	Engineers, Sector heads and Tshogpas	DDM	Dzongkhag and Gewog Administration	2019-2020	0.5
	2.10 Form and train gewog SAR teams	Gewogs	Dzongkhag and Gewog Administration	DDM	2019-2020	1.9
	2.11 Refresher course for the Dzongkhag SAR Team (including De-Suups)	SAR team, RBP, Desuups	DDMC	DDM, RBP, NSRT	Annually from 2019	0.800
	2.11 Identify safe Evacuation sites for various hazards	Dzong, Lhakhangs, Schools Community and Offices	DDMC, Gewog Administrations	DDM, relevant sectors	2019 onwards	
	2.12 Identify safe evacuation place and identify/procure vehicle to carry	Dzong	DDMC	DDM	2020 onwards	

	nangtens/ relics to safe place					
	2.13 Establish Dzongkhag Emergency Operation Center (including Standard Operating Procedures)	Dzongkhag	DDMO	DDMC, DDM Relevant sectors	2020	
	2.14 Procure basic SAR equipment	Gewog Administration	Dzongkhag/ Gewog Administration	DDM	2020 onwards	
<b>3. Enhance preparedness, response and recovery</b>	3.0 sensitize, conduct mock drill/ simulation on Dzongkhag DM and Contingency plan	Dzongkhag, Gewog, Dra tshang, RBP, Judiciary, Regional Offices, De-Suong, Business and Communities	DDMC	DDM	2019-2020	0.500
	3.1 Stockpile essential items required for emergency response and immediate recovery at		FCB (Essential food item) Farm shops (in Gewogs) ORC (first	DDM, MoF, relevant sectors	2019-2023	1.000

	strategic locations		aid kits) Dzongkhag and Gewog Adm (for other items)			
	3.2 Establish and institute pre-arrangements for emergency procurement and requirements	Dzongkhag	Procurement Officer/ Finance Officer	DDMC, DDM, MoF	2019-2020	
	3.3 Identify provision roads and bridges	GIOF vulnerable community and Dzong	DDMC	DDM, DES	2019 onwards	
	3.4 Develop fire lines	Temples and Lhakhangs	Gewog/Dzongkhag	Dzongkhag	2019 onwards	

### Business Continuity mechanism

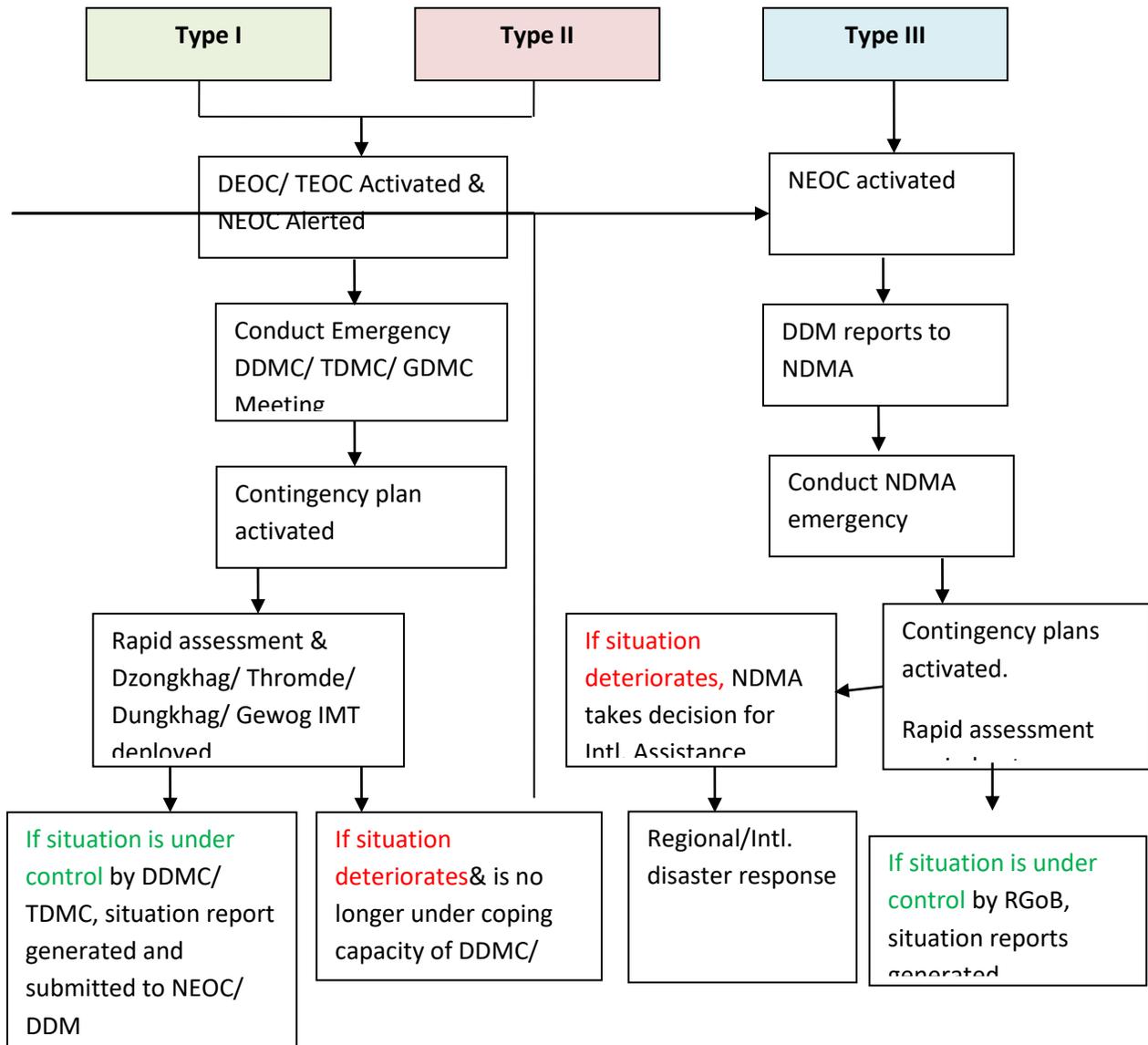
Essential services	Who will be responsible to resume the services	How will the services to be continued	who are the stakeholders		Timeline (within)
			Partner	Beneficiaries	
Health	DHO	Pitching temporary tents, Using nearby BHUs which are not affected	Schools, TTI, Gewogs	Public	Within 1-2 days
Administrative services (Land, HR, Census, Accounts)	Ugyen Tshering (Dzongdag) Ugyen Tshering (Sr.Dzongrab) Relevant Sector Heads	By using unaffected structures (Schools, TTI, Sport Complex	Regional Heads, Sector Heads, Principals, Gups,	Public	Within one week
Education	(CDEO) PDEO (ADEO)	Pitching Temporary tents at football ground of the affected school	Dzongkhag, Gups, Parents	Students	Within 2 weeks

### Chapter 5: Dzongkhag Contingency Plan

This chapter details the contingency plan of Punakha 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**

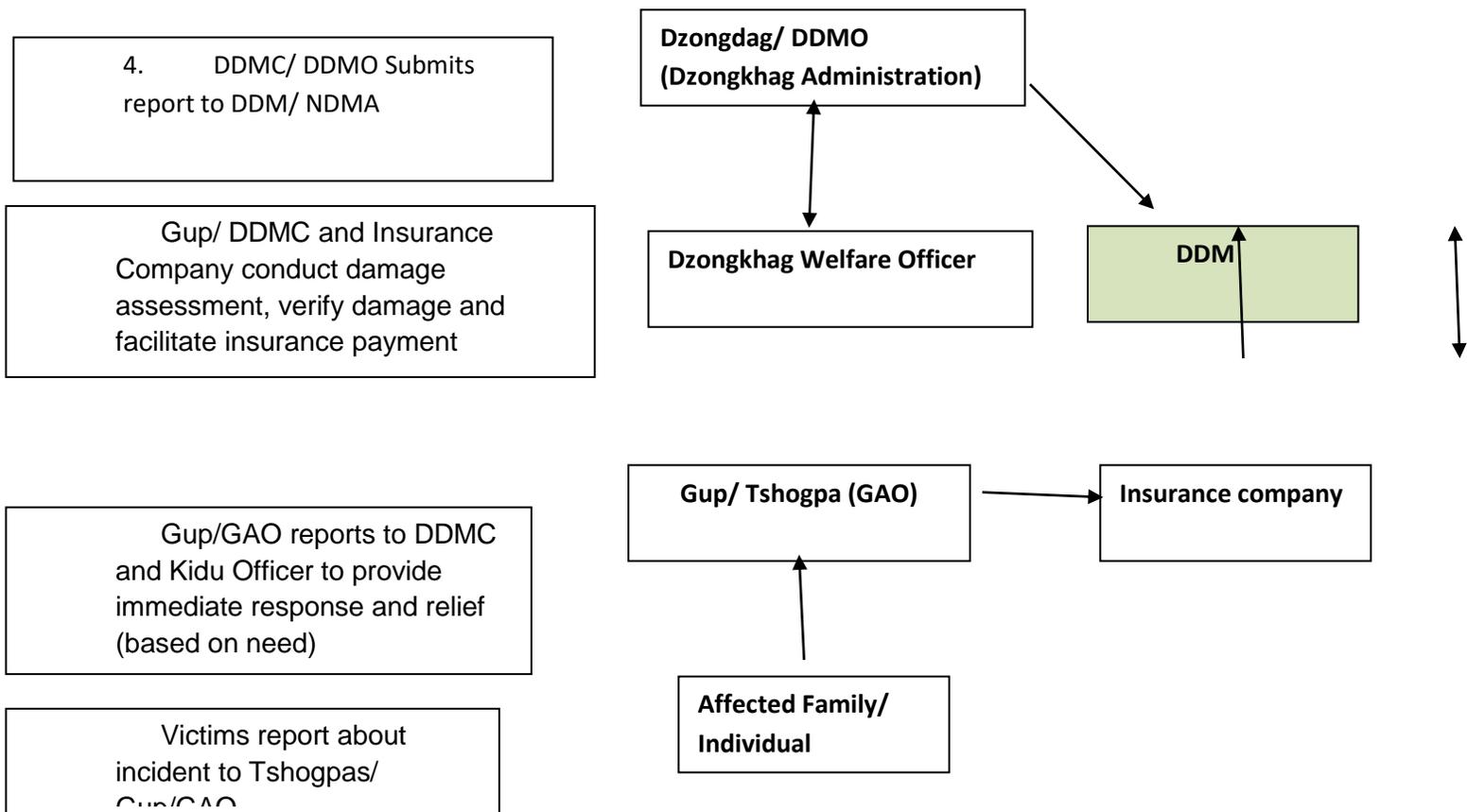


**5.2 Standard Operating Procedure for Isolated local incidents**

**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 the 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:

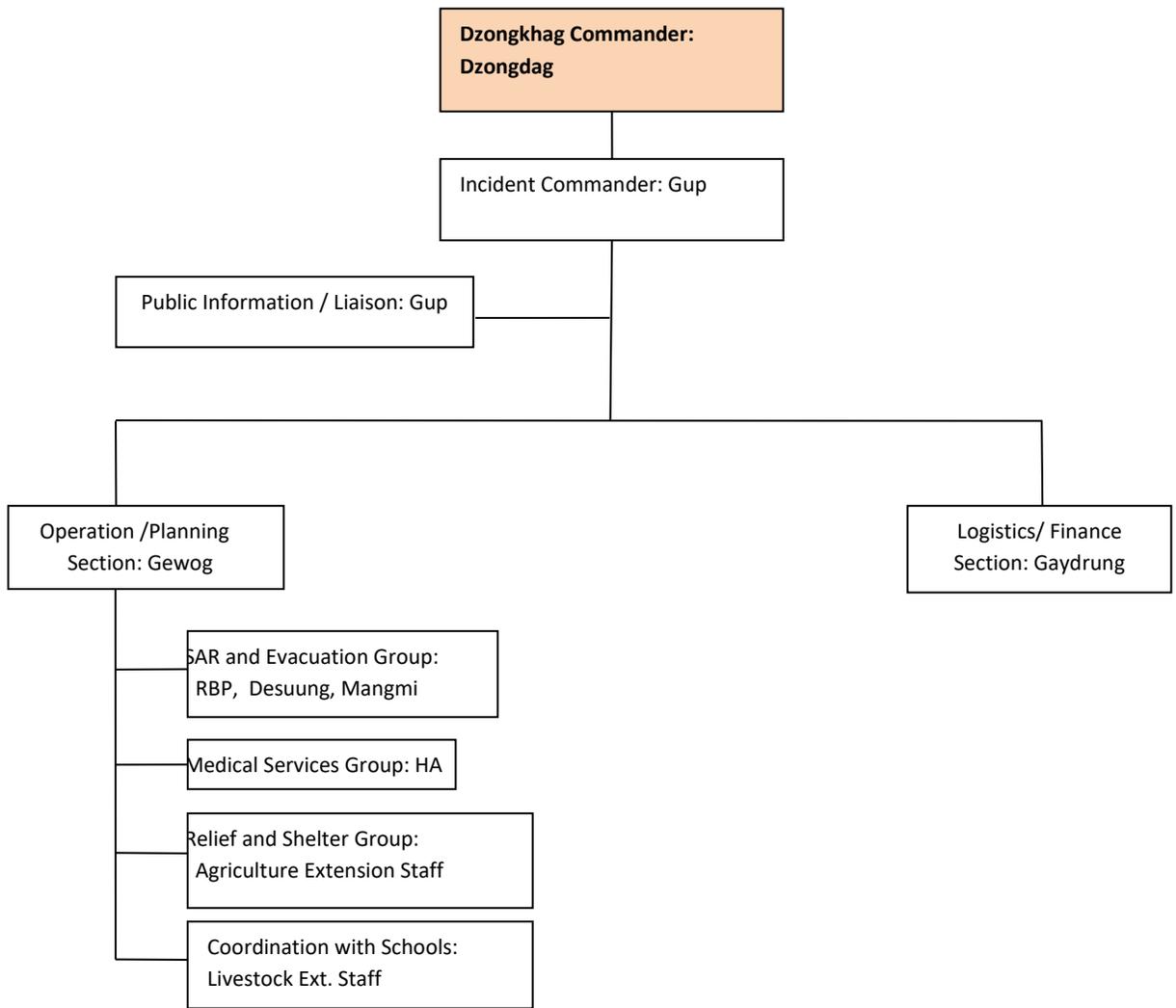
#### 1. In case of Type I

**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 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 reports 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. 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.

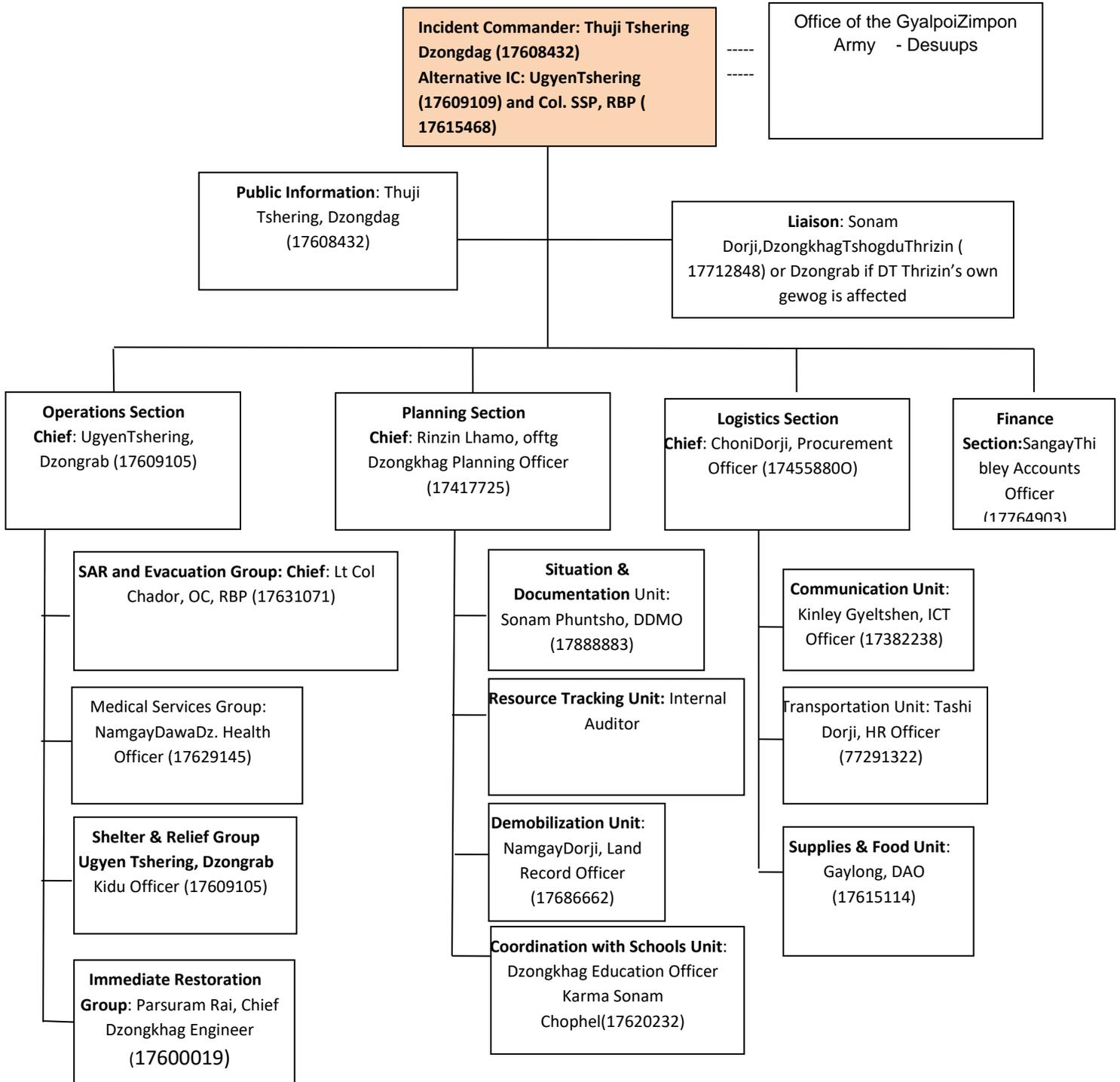


**Disaster Type II** - A disaster shall be classified as Type II if it can be managed with available resources and is within the coping capacity of the Dzongkhag concerned.

## **2. In case of Type II**

- 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.

**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.*

### *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 ensuring 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 the Logistics Section*

- **Communications Unit:** responsible for providing communication services at an incident.
- **Transportation Unit:** responsible for the fueling, 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 and Gewogs)
- BBS and radio for giving information to communities
- Satellite phone: not activated (to be used for emergencies when other modes of communication fail)
- VSAT Terminal

### ***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
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: Khuruthang Town

### ***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 are four different types of financial arrangement such as **Response and Relief Expenditure**, **Budget for National Disaster Management Activities**, **Budget for the 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, program 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 the 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 agency shall* submit detailed accounts of expenditure with copies of documentary evidence to the National Disaster Management Authority (NDMA) through the DDM for budget sanctioned 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 agency 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.

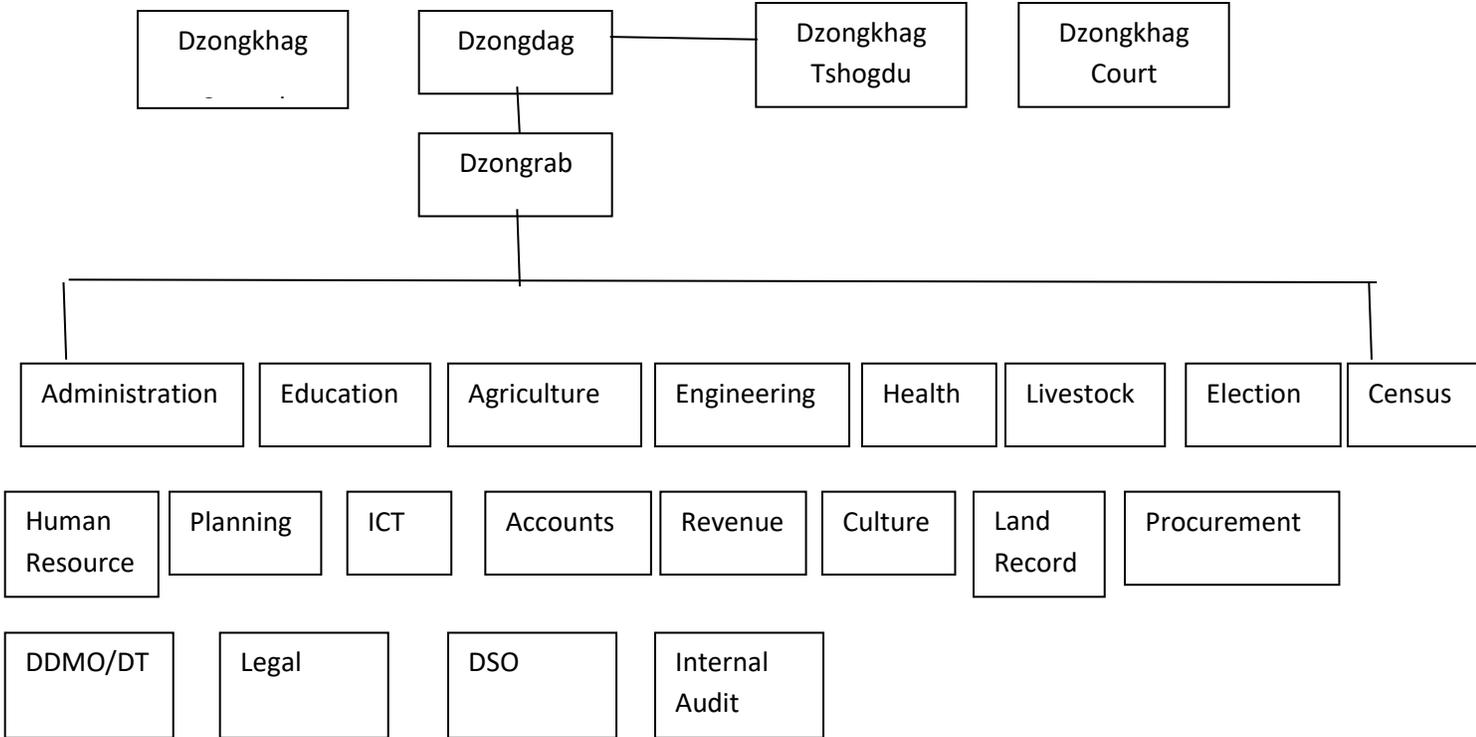
### *Recovery and Reconstruction*

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 recommendations to the Government (MoF) for release of funds 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 re-prioritize 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
<b>Incident Commander: Dasho Dzongdag (17608432)</b>				
<b>Alternative IC: Dzongrab/OC</b>				
<b>1. Operation Section</b>	<b>Ugyen Tshering</b>	<b>Sr Dzongrab</b>	<b>Chief</b>	<b>17609105</b>
	Karma Tshering	SSP	SAR Chief	17824196
	Thinley Wangchuk	VP, TTI	Asst. Chief(DeSunng coordinator)	17111288
	Tshering Wangchuk	Instructor, TTI	Member (Desuung)	17638187
	Choki Thinley	“	Member (Desuung)	17642948
	Lobzang Choedra	GAO	Member (Desuung)	17119960

<b>SAR and Evacuation Group</b>	Sonam Dorji	Youth Manager	Member (Desuung)	17806084
	Ten Tshomo	GNM	Member	17787166
	Chojay Tenzin	GAO	Member (Desuung)	17992206
	Pema Thinley	BI, RSTA	Member	17603257
	Gyeltshen	Drimpon - RBP	Member	17732370
	Tshewang Penjor	Drimpon - RBP	Member	17502720
	Pema Tshechu	Chuma - RBP	Member	17891162
	Nima	“	“	17940928
	Tshering Dorji	“	“	
	<i>All Desuung and RBP are associated as member (104)</i>			
<b>Medical Service Group</b>	Namgay Dawa	DHO	Chief	77629145
	Dr.	CMO	Chief	17
	<i>Nurses and Health worker are associated as member</i>			
<b>Shelter and Relief Group</b>	Ugyen Tshering	Dzongrab, Kidu Officer	Chief	17609105
<b>Immediate Restoration Group</b>	Parsuram Rai	CDE	Chief	17600019
	Dawa Singye	Urban Planner	Asst. Chief	17374294
<i>All other Engineers and Tech are associated as member respectively</i>				
<b>2. Planning Section</b>			<b>Chief</b>	

<b><i>Situation and Documentation.</i></b>	Sonam Phuntsho	DT/DDMO	Member	17888883
<b><i>Resource Tracking</i></b>	Ugyen Dorji	DLO	Member	17653574
<b><i>Demobilization</i></b>		LRO	Member	
	<i>Staff under LRO are all associated as co-opted member</i>			
<b><i>Coordination with School Unit</i></b>	Karma Sonam Chophel	CDEO	Member	17620232
	Rinchen Samdrup	ADEO	Member	17670774
			Member	
<b>3. Logistics Section</b>	Choni Dorji	Procurement Officer	Chief	17455880
	Yeshey Wangmo	Store. Asst	Asst. Chief	17769225
<b><i>Communication</i></b>	Kinley Gyeltshen	ICT Officer	Member	17382238
<b><i>Transportation Unit</i></b>	Tashi Dorji	HR Officer	Member	17754809
<b><i>Supplies and Food Unit</i></b>	Gaylong	DAO	Member	
	<i>Other Staffs are associated as co-opted member</i>			
<b>4. Finance Section</b>	Sangay Thinley	Finance Officer	Chief	17764903
	<i>All Accountant are associated as co-opted member</i>			

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

<b>Sr.</b>	<b>Facilities/equipment/personnel</b>	<b>Location</b>	<b>Capacity</b>	<b>Contact person</b>	<b>Phone</b>
1.	Fire Fighting Truck	Punakha	4000 Ltr	Lt Cornel Chador, OC	17631071

2.	Fire Fighting Truck (land cruiser)	“	Need water source		177332020
3.	UHPS Rosenabour fire fighting machine	Near Utse, inside the Dzong	300 Ltr	Captain Tsewangla, RBP Dzong	17354909

#### 4. Medical

Dzongkhag Health & BHU Officials					
SI#	Name	Design.	Address	Telephone No.	Pvt. Call No.
1			DAP	584335	17720031
2	Namgay Dawa	DHO		584255	77629145
3	Sonam Dorji,HA	O/A			17788179
4	Dhan Singh Mongar	BHU I/C	Thinleygang BHU	17110659	17606343
5	Dilip Kr. Sanyasi,HA	BHU I/c	Nobgang BHU	17110681	17638338
6	Jaumuna Chettri,HA	BHU I/C	Lobesa ORC		77219223
7	Bhawani Shanker,HA	Study leave(EOL)	Kabesa BHU	0	17815027
8	Pema Choden, HA	BHU I/C	Kabesa BHU		77400645
9	Sonam Dorji Doya,HA	BHU I/C	Samdingkha BHU	17110682	17120553
10	Chojay,HA	BHU I/C	Goenshari ORC	0	17458196

11	Mr. Thinley Norbu,HA	BHU I/C	Tshochasa BHU	0	17999931
12	Pema Choden.HA	BHU I/C	Shengana BHU	0	17687449
13	Dema	CHU I/C	CHU		17658252
14	TB Neopany	TB I/C	Punakha Hospital	584111/584344	17695112
15	Tandin Gyeltshen	Lab. I/C			17777437
16	Dr. Choni Wangmo	Study leave			17939580
17	Dr. Sonam Dema	Offtg. MO			17343728
18	BN Sharma	Adm. Officer			17917525
19	Dorji	Chief Nurse			584256

**5. Contact details of Principals of Punakha Dzongkhag, 2019**

<b>Principal &amp; Administrative Asst. of Punakha Dzongkhag</b>			
<b>SI No</b>	<b>School</b>	<b>Principal</b>	<b>Mobile No.</b>
1	Ugyen Academy HSS		
2	Punakha HSS,CS		
3	Dashinding HSS		
4	Dechentshemo MSS		

5	Tashidingkha MSS		
6	Khuruthang MSS		
7	Kabesa MSS		
8	Shengana LSS		
9	Lobesa LSS		
10	Jibjokha		
11	Lhaku PS		
12	Goensheri PS		
13	Mendhagang PS		
14	Nawakha PS		
15	Tshochasa PS		
16	Nobgang PS		
17	Lapsakha PS		
18	Wolathang PS		
19	Logodama PS		
20	Wokuna ECR		
21	Tongnazhuna ECR		

22	Yebesa ECR		
23	Tsekha ECR		
24	Talhogang ECR		
25	Phulingsum ECR		
26	Mendrelgang ECR		

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

Sl.No	Name	Designation	Gewog	B/Mobile-T/Cell
1	Lobzang Cheda	Adm Officer	Barp	17119960
2		Adm Officer	Chubu	
3	Gyeltshen	Adm Officer	Dzomi	17823187
4		Adm Officer		
5	Sherab Dorji	Adm Officer	Guma	17626524/77218270
6	Karma Gyeltshen	Adm Officer	Kabjisa	17907035/77808382
7		Adm Officer		
8	Phurpa Dorji	Adm Officer	Shengana	17790295
9	Namgay Wangmo	Adm Officer	Talog	17663458

10	Nima Dorji Gyeltshen	Adm Officer	Toedwang	17678245/17819731
11	Yoentem Jamtsho	Adm Officer	Toepisa	

### 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 possibilities to minimize vulnerability and disaster risk throughout the society and to avoid or to limit the adverse impact of hazards 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.