

INCIDENT ACTION PLAN (IAP) As per IRS
FARIDABAD

Incident Response System		
(I) Planning Section	(II) Logistic Section	(III) Operation Section

(I) PLANNING SECTION (AT EOC):-

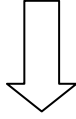
Planning Section Chief	Sh. Jitender Dahiya, H.C.S, ADC, Faridabad		
Technical Support Committee (Members):			
1	DCP, HQ	11	SE, HVPN, DHBVN
2	Secy. RTA	12	SE, Irrigation
3	GM, Roadways	13	DD&PO
4	EO, HUDA	14	Sr. Town Planner, HUDA
5	Civil Surgeon	15	DEO
6	DFO (Terr.)	16	DWO
7	Chief Engg., MCF	17	District Child Welfare Officer
8	DFSC	18	DD, Agriculture
9	SE, PWD	19	DD, Animal Husbandry
10	SE, PHED	20	All the HODs of the line departments.



(A) Resource Unit	(B) Situation Unit	(C) Documentati on Unit	(D) Demobilization Unit
<i>Unit Leader:</i> District Town Planner, HUDA (at EOC) ↓	<i>Unit Leader:</i> District Planning Officer, Enforcement (at EOC)	<i>Unit Leader:</i> Senior Town Planner, HUDA (at EOC)	<i>Unit Leader:</i> Tehsildar, Fbd (at Staging Area)
Status Recorder: Assistant Town Planner (at Staging Area)	Display Processor: Naib Tehsildar, Tigaon (at EOC) ↓ Field Observer: 1 Patwari (Halka Fbd, Ajronda, Sihi, Mujesar, Baroli) & 1 JE (MCF & HUDA) at each site. (at Incident Sites, as decided by NT, Tigaon)		

(II) **LOGISTICS SECTION** (AT EOC):-

Logistics Section Chief	Sh. P.D. Sharma, DRO, Faridabad
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(B) Service Branch		(B) Support Branch		(C) Finance Branch	
<i>Branch Director: DRO (at EOC)</i>		<i>Branch Director: DRO (at EOC)</i>		<i>Branch Director: Chief Account Officer, DC Office, Faridabad (at EOC)</i>	
↓		↓		↓	
1	District Radio Officer Communication/ BSNL as <i>Communication Unit Leader</i>	1	Naib Tehsildar (Dayalpur) as <i>Resource Provision Unit Leader</i>	1	Dy. Suptd. (Revenue) as <i>Time & Cost Unit Leader</i>
2	Dy. CMO (IDSP) as <i>Medical Unit Leader</i>	2	Naib Tehsildar (Gaunchi) as <i>Facilities Unit Leader</i>	2	Sadar Kanungo/ FRA as <i>Compensation Unit Leader</i>
3	DFSC (F&S) as <i>Food Unit Leader</i>	3	Naib Tehsildar (Badkhal) as <i>Ground Support Unit Leader</i>	3	Secy., Red Cross/ Nazar as <i>Procurement unit Leader</i>

**MEGA MOCK EXERCISE IN THE STATE OF HARYANA ON EARTHQUAKE ON
21ST DECEMBER 2017**

Tentative Location (Sites):

Sr. No.	Incident Locations	Incident Site-Commander
1	Mini-Secretariat, Sector-12, Faridabad	SDM, Faridabad Sh. Pratap Singh
2	Govt. High School, Ajrona, Sector –15, Faridabad	Jt. Commissioner, (Old) MCF, Sh. Satbir Mann
3	Parsvnath City Mall, Sector – 12, Faridabad	Jt. Commissioner, (NIT) MCF, Sh. Amardeep Kumar
4	ESI Hospital, Sector- 8, Faridabad	SDM, Badkhal Sh. Reagan Kumar
5	Goodyear India Limited, Mathura Road, Faridabad	SDM, Ballabgarh Sh. Amardeep Jain

Location for Staging Area and Relief Camp:

1. Sports Complex, Near Town Park, Faridabad

Sr. No.	Officer/s	Duty assigned at Staging Area/ Relief Camp
1	Tehsildar, Faridabad	Staging Area Manager
3	BDPO, Faridabad	Staging Area Coordinator
4	BDPO, Ballabgarh	Staging Area Coordinator
5	Asst. Secy., Red Cross	Relief Camp In-charge

(I) OPERATION SECTION

Operation Section Chiefs (OSCs) -cum- Incident Site Commanders				
(I) SDM, Fbd (Sh. Pratap Singh, HCS)	(II) SDM, Bib (Sh. Amardeep Jain, HCS)	(II) SDM, Badkhal (Sh. Reagan Kumar, HCS)	(III) Jt. Commissioner, MCF (OLD) (Sh. Satbir Mann, HCS)	(IV) Jt. Commissioner, MCF (NIT) (Sh. Amardeep Kumar, HCS)
Operation Section Chief-cum- Incident Commander at:	Operation Section Chief-cum- Incident Commander at:	Operation Section Chief-cum- Incident Commander at:	Operation Section Chief-cum- Incident Commander at:	Operation Section Chief-cum- Incident Commander at:
Site-1: Mini- Secretariat, Fbd	Site-2: Goodyear India Limited, Mathura Road.	Site-3: ESI Hospital, Sec-8, Fbd	Site-4: Govt. High School, Ajrona, Fbd	Site-5: Parsvnath City Mall, Sector – 12, Fbd

Major Roles of : Operation Section Chiefs -cum- Incident Site Commanders:

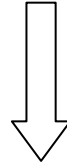
- To coordinate among the five OSCs and with the Incident Commander (ADC at Control Room).
- To manage all field operations.
- Ensure safety of the personnel involved in operation Section.
- Deploy, activate and supervise Branch Directors (at Staging Area) as per the requirement.



Direct Communication between the OSCs –cum- Incident Commanders & Staging Area Manager.

**Staging Area manager
Tehsildar**

- Major Roles of Staging Area Manager:**
- Establishing the Staging Area properly, ensuring no obstruction to the incoming and outgoing vehicles, resources etc.
 - Reporting all receipts and dispatches to OSCs and maintaining their records.
 - Collect IRS Form-005 from Planning Section (Documentation Unit) and circulate among the Unit leaders of Task Force Teams.



At Staging Area:

Branch Under OSCs (at Staging Area) – with Name & Designation			Major Roles
Branch Director- 1 ↓	ACP (HQ)	Sh. Atma Ram (H.P.S)	(A) <ul style="list-style-type: none">- Coordinate with the Staging Area Manager & Member of Planning Section of his/ her Dept.- To attend planning meeting at required by the OSCs.- Review IRS Form-005 for Division Supervisors under his/her branch.- Supervise and assign specific tasks to Division Supervisors under his/her branch.
Division Supervisor	Inspector of Police		(B) <ul style="list-style-type: none">- To brief the QRT(Quick Response Teams) about the assigned role.- Collect IRS Form-005 from Area Manager.- Review IRS Form-005 with members of his QRT.- To guide the QRT about the route & road condition.- Submit IRS Form-004 to the his/her Branch Director.
Unit Leader	Sub-Inspector		(C) <ul style="list-style-type: none">- Resource mobilization and preparation of QRT of his/her respective Depts.

Branch Director- 2 ↓	XEN, Irrigation	Sh. Virendra Rawat	Same as briefed under (A).
Division Supervisor	SDO, Irrigation		Same as briefed under (B).
Unit Leader	J.E., Irrigation		Same as briefed under (C).
Branch Director- 3 ↓	XEN, PWD (B&R)	Sh. Rahul Singh	Same as briefed under (A).
Division Supervisor	SDO, PWD (B&R)		Same as briefed under (B).
Unit Leader	J.E., PWD (B&R)		Same as briefed under (C).
Branch Director- 4 ↓	XEN, PHED	Sh. Sudhir Ransiwal	Same as briefed under (A).
Division Supervisor	SDO, PHED		Same as briefed under (B).
Unit Leader	J.E., PHED		Same as briefed under (C).
Branch Director- 5 ↓	XEN, MCF	Sh. Surindra Puniya	Same as briefed under (A).
Division Supervisor	SDO, MCF		Same as briefed under (B).
Unit Leader	J.E., MCF		Same as briefed under (C).
Branch Director- 6 ↓	XEN, HUDA	Sh. Rajeev Sharma	Same as briefed under (A).
Division Supervisor	SDO, HUDA		Same as briefed under (B).
Unit Leader	J.E., HUDA		Same as briefed under (C).
Branch Director- 7 ↓	XEN, PR	Sh. Rajindra Singh Hooda	Same as briefed under (A).
Division Supervisor	SDO, PR		Same as briefed under (B).

Unit Leader	J.E., PR		Same as briefed under (C).
Branch Director- 8 ↓	XEN, Housing Board	Sh. N.K. Gandhi	Same as briefed under (A).
Division Supervisor	SDO, Housing Board		Same as briefed under (B).
Unit Leader	J.E., Housing Board		Same as briefed under (C).
Branch Director- 9 ↓	Dy. Civil Surgeon (Next to Civil Surgeon)	Dr. Ramesh	Same as briefed under (A).
Division Supervisor	PHC In-charge		Same as briefed under (B).
Unit Leader	Medical Officer		Same as briefed under (C).
Branch Director- 10 ↓	SDAO, Agriculture		Same as briefed under (A).
Division Supervisor	Sub. Matter Specialist		Same as briefed under (B).
Unit Leader	Agriculture Officer		Same as briefed under (C).
Branch Director- 11 ↓	SDAO, Animal Husbandry		Same as briefed under (A).
Division Supervisor	Vetenary Surgeon		Same as briefed under (B).
Unit Leader	Vetenary Surgeon		Same as briefed under (C).
Branch Director- 12 ↓	BDPO, Faridabad & Ballabgarh	Sh. Pradeep Kumar Smt. Pooja Sharma	Same as briefed under (A).
Division Supervisor	SE&PO		Same as briefed under (B).

Unit Leader	Secy. Panchayat		Same as briefed under (C).
Branch Director- 13 ↓	AFSC (NIT), Food & Supply	Sh. Karamdev yadav	Same as briefed under (A).
Division Supervisor	AFSO (Old)	Smt. Anju Bala	Same as briefed under (B).
Unit Leader	Inspector/ Sub- Inspector		Same as briefed under (C).
Branch Director- 14	District Forest Officer		Same as briefed under (A).
Division Supervisor	Rangers (Forest)		Same as briefed under (B).
Unit Leader	Forester		Same as briefed under (C).
Branch Director- 15 ↓	Asst. Director, (IS&H)	Sh. Vineet Beniwal	Same as briefed under (A).
Division Supervisor	SDO, (IS&H)		Same as briefed under (B).
Unit Leader	J.E., (IS&H)		Same as briefed under (C).
Branch Director- 16 ↓	District Sports Officer	Miss. Marry	Same as briefed under (A).
Division Supervisor	Youth Coordinator		Same as briefed under (B).
Unit Leader	Suptd./ Dy. Suptd.		Same as briefed under (C).
Branch Director- 17	PO (ICDS)	Smt. Kamlesh Bhatia	Same as briefed under (A).
Division Supervisor	CDPO		Same as briefed under (B).
Unit Leader	Supervisor		Same as briefed under (C).

