

**REPORT ON**

# **ASSAM SECRETARIAT MOCK DRILL**



**Be prepared... Stay safe**



**An Initiative of** Secretariat  
Administration Department,  
Government of Assam  
**Supported by:** Assam State  
Disaster Management Authority

**Background:**

A Mock Drill is the testing of the efficacy of the Disaster Management Plan. It is a participatory method to practice the safety-related measures and evacuation of a building during an emergency situation. It also enhances the ability to respond faster, better and in an organized manner during the response phase.

Hon'ble Chief Minister of Assam & Chairperson, Assam State Disaster Management Authority (ASDMA) in the 4th Meeting of the Authority directed that a Mock drill be conducted at the State Secretariat so that response time can be calibrated and corrective measures be taken, if any.

**Pre event Activities:**

Preparatory meetings for the Mock Drill were held with officials of the Fire Services, Civil Defence, Health Deptt, NDRF, Secretariat Administration Deptt etc. A Committee was constituted for conducting the Mock drill in Assam Secretariat under the Chairmanship of Commissioner & Secretary, Secretariat Administrative Department.

The Committee decided that the drill would initially be conducted in two blocks viz. Block A and Block F. Subsequently, it will be extended to cover all all the blocks of the Assam Secretariat in a phased manner.

SAD in collaboration with the Assam State Disaster Management Authority (ASDMA) prepared a Guide on Earthquake and Fire Safety for Secretariat Staff & initiated an awareness campaign on the dos & don'ts on earthquake and fire safety.

Further, SAD also designated nodal officers for each floor of Blocks A & F and conducted an orientation programme for the nodal officers on their role and responsibilities for the Mock drill.

An integrated team consisting of NDRF, SDRF, Fire Services, Civil Defence and 108 was constituted for conducting the Mock drill. The date of the drill was fixed for 28th February 2013.





## Event & Response Activities

- 1 The Mock Drill was initiated at 11 AM with the relay of information by Addl. SP (security) to 108 about the incident in Dispur Secretariat that requires evacuation of the building.
- 2 Simultaneously, a siren was sounded to indicate to the employees of the Secretariat about the incident of Earthquake & Fire as well as the damage that occurred in Block A and F of Assam Secretariat at 11 AM.



*Smoke seen at Block A*



*Siren being blown*

- 5 Nodal officers notified by the SAD in each floor helped the evacuation from the respective floors to the marked open space ( Assembly Points)
- 6 SDRF, Fire Service personnel and 108 paramedics reached the incident site at 11.15 AM & took command from the first responder.

- 3 108, which is now integrated emergency help line number for any disaster relating to Health, Fire & Police informed Civil Defence, Police, Fire, SDRF, Health Department & NDRF about the incident.
- 4 Civil Defence warden of Dispur area & the CD Volunteers was the first responders.



*Civil Defence Volunteers with a victim*



- 7 Thereafter, NDRF reached the site & took command from SDRF.
- 8 After transfer of command and incident briefing in staging area (outside the CM's block) NDRF started Triage along with the 108 paramedics.
- 9 108 ambulances transported the victims to the designated hospitals (GNRC, Down Town & GMC Hospital).
- 10 NDRF conducted rope rescue and SDRF/Fire services conducted ladder rescue to evacuate victims from the damaged building.



*SDRF evacuating a victim out*



*SDRF locates a victim and finds out his condition*

Down Town hospital to observe emergency medical response in these hospitals.

After the Mock drill, a debriefing meeting was held in the Conference hall of ASDMA, where the all observers shared their observations with the Committee constituted for conducting the Mock drill in Assam Secretariat & other stakeholders.

### **Evaluation & Follow up Action**

#### **Observers:**

Director, Fire Services, Assam, Colonel Vineet Mittal of 51 Sub Area, Indian Army & Deputy Commandant, 1st NDRF Bn were observers for the Secretariat Mock drill. Besides, Health Department also placed observers in the GMC hospital, GNRC &



*NDRF comes in to take command*



The meeting was chaired by the Additional Chief Secretary, Revenue & Disaster Management Department and Chief Executive Officer, ASDMA. Following observations were made by the various observers:

- 1 All people did not evacuate the building especially in the first and second floor of Block A, in spite of repeated announcement made by SAD to evacuate the same using public address system.
- 2 Some of the occupants specially visitors were not aware of the Mock drill & did not know what to do



*SDRF evacuating a victim out*



*A victim being evacuated through rope rescue method*

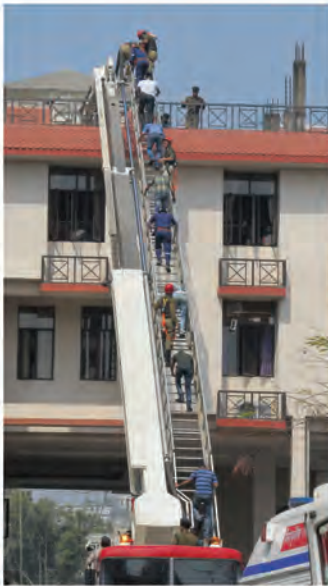
- 3 Secretariat Security did not cordon off the affected area and there were no steps to control the crowd till the arrival of SDRF & NDRF at site. This resulted in the obstruction of the process of evacuation of the casualties.
- 4 Traffic management inside the secretariat premises was chaotic till the arrival of SDRF & NDRF.

- 5 There were no inside guides to assist rescue agencies.
- 6 Metal detectors placed near the entrance to the Blocks created obstruction in safe evacuation of casualties.
- 7 108 Ambulances took 25 minutes to arrive at the site of incident.



*108 arrives at the scene*





*People being evacuated with the help of hydraulic ladder*

**Lesson learnt & Road Ahead:**

- 1 A Standard Operating Procedure (SOP) has to be developed for any emergency in the Secretariat premises.
- 2 A proper communication plan should be in place for emergency communication. Contact details of the all hospitals located in the periphery of Assam Secretariat should also be included in the SOP, so that during any emergency they can also be activated.

8 Media Management was not done professionally.

9 Hospital Disaster Management Plan in all the three hospitals were activated immediately after receiving information.

10 Mobile network were not operational for sometime creating problems in communication between Secretariat Security & 108.



*Fire fighting being demonstrated by the Fire Services*



*Victims being taken by the Ambulance*

- 3 SAD to take steps for registering the young office staff of the State Secretariat as Civil Defence Volunteers and initiate measures for their comprehensive training on Emergency Evacuation, Search & Rescue etc



- 4 Coordination with Traffic is to be established, so that that movement of Ambulances to any accident site can be smooth without any obstruction.
- 5 ASDMA is to put forward a recommendation for construction of footbridge in front of Assam Secretariat for smooth vehicular movement to Assam Secretariat premises.



*Civil Defence Volunteers taking a victim out*



*Safety Officer briefing the Commissioner & Secretary, SAD about the completion of the activity*

- 6 SAD to organize a debriefing meeting of all the nodal officers notified for the Mock drill and give them a letter of appreciation for their assistance in successful conduct of the Mock drill.
- 7 Health department to prepare a DPR for Setting up of a full-fledged Training Centre on Emergency Health Management and Mass Casualty handling in GMCH and strengthening the capacity of the peripheral hospitals for mass casualty event



*Commissioner & Secretary, SAD addressing the media*

# INTEGRATED EMERGENCY HELPLINE NUMBER

FOR FIRE, POLICE & MEDICAL SUPPORT

Save ICE in your Mobile (In Case of Emergency) 108



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