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**DISTRICT DISASTER MANGEMENT PLAN SARAN**

inception report

Contents

[Disclaimer 3](#_Toc428763776)

[1. Executive Summary and Introduction 4](#_Toc428763777)

[2. Conceptual Framework of DDMP 5](#_Toc428763778)

[a. Futuristic Plan with Historical Perspective 5](#_Toc428763779)

[b. Understanding about DDMP (Multi-Hazard Focus) 6](#_Toc428763780)

[c. Identifying current and potential risks 10](#_Toc428763781)

[d. Action Oriented Plan 12](#_Toc428763782)

[3. Scope of the Project 12](#_Toc428763783)

[a. Approach for Comprehensive Plan 12](#_Toc428763784)

[b. Consideration for lower administrative units below district – Block & Panchayat level interventions 12](#_Toc428763785)

[c. Mainstreaming DRR & CCA to be taken into consideration 13](#_Toc428763786)

[d. Value addition by agencies 13](#_Toc428763787)

[4. Districts’ Profile 13](#_Toc428763788)

[a. Multi-hazard focus - including vulnerabilities in terms of socio-economic details and also the capacities existing in the districts 13](#_Toc428763789)

[b. DisasterRisk and Vulnerability Profile 14](#_Toc428763790)

[5. Approach, Methodology and Activities 15](#_Toc428763791)

[a. Data Sources – Primary & Secondary (including relevant maps) 15](#_Toc428763792)

[b. Stakeholders’ involvement (including IDRN) 16](#_Toc428763793)

[6. DDMP Preparation Planning & and Reporting Mechanism 16](#_Toc428763794)

[a. Ensuring involvement and ownership of DDMAs 16](#_Toc428763795)

[7. Timeline and Delivery Schedule (Table) 17](#_Toc428763796)

[8. Monitoring and Evaluation System 19](#_Toc428763797)

[9. Project Team 20](#_Toc428763798)

[a. Team Leaders and other Team Members – CV (Qualifications and Experience), Roles and Responsibilities etc. 20](#_Toc428763799)

# Disclaimer

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We have made specific efforts to verify the accuracy and authenticity of the information gathered where it was felt necessary.

# Executive Summary and Introduction

It is proposed to accelerate the District Disaster Management Plans in Bihar more Inclusive so as to make Bihar safer. Here, inclusive word is considered as “to collect voices of the vulnerable groups, i.e. poorest of poor, women, children, physically challenged, old aged, Dalits and minorities. Their needs should be fulfilled during emergencies. So, it is vital that the needs of the vulnerable groups should be included in the DDMPs. The focus of the work is on making District Disaster Management Plans directly focused on the risks faced by the poor and excluded communities, and at the same time make poor and excluded vulnerable communities have more direct say in District Disaster Management Plans. The proposal builds on ISDR call for more local action within HFA and UNDP push for building local DRR capacity with CSO-GO joint action, where Flagship schemes for advocacy are also incorporated.

The District Disaster Management Plans (DDMPs) are not looked at by Civil Society in a systematic way on its own or with the authorities. More focus on poor in DDMPs is missing, the DDMPs are more government exercise and in most cases civil societies are left out. The National Disaster Management Authorities has not reviewed DDMPs that are made by the districts with help from National Institute of Disaster Management guidelines and UNDP support.

As per Disaster Management Act 2005, there shall be a plan for disaster management for every district of the State. The District Plan shall be prepared by the District Authority, after consultation with the local authorities and having regard to the National Plan and the State Plan, to be approved by the State Authority. The District Plan shall include-

* 1. the areas in the district vulnerable to different forms of disasters;
  2. the measures to be taken, for prevention and mitigation of disaster, by the Departments of the Government at the district level and local authorities in the district;
  3. the capacity-building and preparedness measures required to be taken by the Departments of the Government at the district level and the local authorities in the district to respond to any threatening disaster situation or disaster;
  4. the response plans and procedures, in the event of a disaster

On the basis of secondary data available the risk assessment of the districts has been done. These past data shows that there are chances of multi hazard threats in Buxar.

The approach towards the entire exercise would include secondary data collection, stakeholder mapping, survey tool development including development of questionnaire, checklist and draft template, training of local survey teams, primary data collection and use of GIS for hazard mapping, resource mapping and vulnerability mapping. District level consultation will be organised in each proposed project district during the project to revise the outline to make the DDMP Inclusive. This will be mainly with District, Disaster Management Authority (DDMA) and other line departments, PRIs, municipalities/ municipal corporations, grassroots organisations/CBOs and communities. This will be facilitated by Caritas India along with DDMA of the respective districts. The outputs will be the district level Advisory Committee of each district and detail timeline from district authorities to adopt the process and methodologies of Multi hazard DDMP.

# Conceptual Framework of DDMP

## Futuristic Plan with Historical Perspective

It is proposed to accelerate the District Disaster Management Plans in Bihar more Inclusive so as to make Bihar safer. Here, inclusive word is considered as “to collect voices of the vulnerable groups, i.e. poorest of poor, women, children, physically challenged, old aged, Dalits and minorities. Their needs should be fulfilled during emergencies. So, it is vital that the needs of the vulnerable groups should be included in the DDMPs. The focus of the work is on making District Disaster Management Plans directly focused on the risks faced by the poor and excluded communities, and at the same time make poor and excluded vulnerable communities have more direct say in District Disaster Management Plans. The proposal builds on ISDR call for more local action within HFA and UNDP push for building local DRR capacity with CSO-GO joint action, where Flagship schemes for advocacy are also incorporated.

The District Disaster Management Plans (DDMPs) are not looked at by Civil Society in a systematic way on its own or with the authorities. More focus on poor in DDMPs is missing, the DDMPs are more government exercise and in most cases civil societies are left out. The National Disaster Management Authorities has not reviewed DDMPs that are made by the districts with help from National Institute of Disaster Management guidelines and UNDP support.

Disaster Management is still with government sector (largely) and government functionaries at the cutting edge level are not at all involved in building Community Managed Disaster Risk Reduction (CMDRR) ex-ante (and also do not have enough skills to do that). Hence, dependence of CMDRR is very high on the NGO and civil society. Ex-ante resource availability with NGOs, especially in the less frequency and high intensity zone is not adequate to keep pre disaster interest alive. The experience after all the past disasters and calamities is that the most vulnerable and marginalized Dalit communities and their women, children and aged were the people who were again the most affected and yet the discriminated in every aspect of the relief works: in identifying them as victims in the disaster, in evaluating their losses, and including them in the planning, monitoring and implementation of programmes for their future rehabilitation. Vulnerable groups have thier rights during various stages of disasters. And thus, right based approach during response and mitigation is important and therefore, right based disaster management planning is key and vital to make it inclusive in its real manner.

## Understanding about DDMP (Multi-Hazard Focus)

As per Disaster Management Act 2005, there shall be a plan for disaster management for every district of the State. The District Plan shall be prepared by the District Authority, after consultation with the local authorities and having regard to the National Plan and the State Plan, to be approved by the State Authority. The District Plan shall include-

* + 1. the areas in the district vulnerable to different forms of disasters;
    2. the measures to be taken, for prevention and mitigation of disaster, by the Departments of the Government at the district level and local authorities in the district;
    3. the capacity-building and preparedness measures required to be taken by the Departments of the Government at the district level and the local authorities in the district to respond to any threatening disaster situation or disaster;
    4. the response plans and procedures, in the event of a disaster, providing for-
       1. allocation of responsibilities to the Departments of the Government

At the district level and the local authorities in the district;

* + - 1. prompt response to disaster and relief thereof;
      2. procurement of essential resources;
      3. establishment of communication links; and
      4. the dissemination of information to the public;
      5. Such other matters as may be required by the State Authority.

Bihar is affected by various disasters viz. floods, earthquakes, cyclone, heat wave and cold wave.

**Table showing Decadal Multi-Disasternumberof deaths (**[**www.ncrb.nic.in)**](http://www.ncrb.nic.in/)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Year** | **ColdWave** | **Cyclone** | **Earthquake** | **Flood** | **HeatWave** | **Landslide** |
| 2001 | 27 | 14 | 0 | 36 | 47 | 6 |
| 2002 | 55 | 4 | 2 | 126 | 22 | 1 |
| 2003 | 176 | 8 | 1 | 63 | 70 | 11 |
| 2004 | 72 | 9 | 0 | 204 | 32 | 10 |
| 2005 | 27 | 11 | 1 | 26 | 68 | 8 |
| 2006 | 81 | 4 | 3 | 16 | 52 | 2 |
| 2007 | 97 | 14 | 5 | 477 | 58 | 18 |
| 2008 | 103 | 4 | 0 | 408 | 28 | 0 |
| 2009 | 98 | 0 | 1 | 99 | 46 | 7 |
| 2010 | 156 | 26 | 0 | 94 | 95 | 9 |
| 2011 | 174 | 22 | 6 | 186 | 86 | 15 |

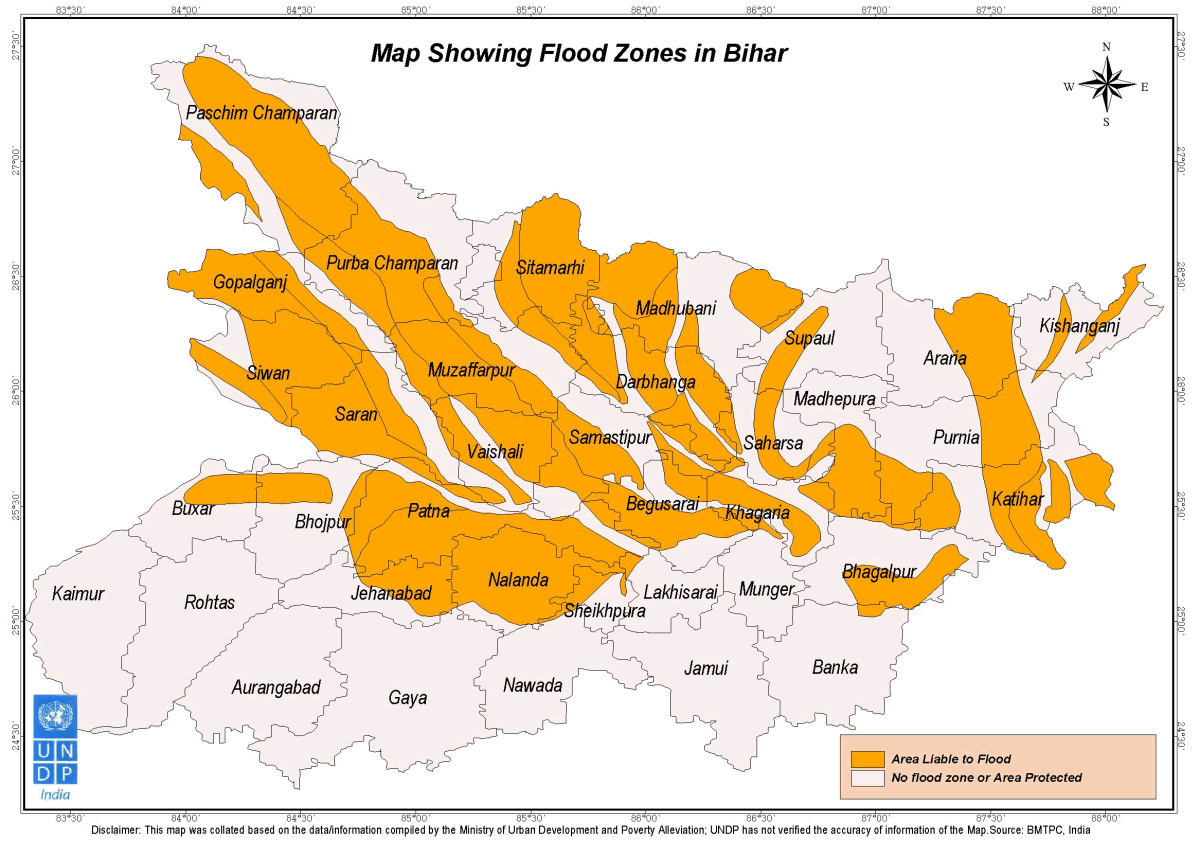
**History ofFlood in Bihar**

Bihar is India’s most flood-prone State, with 76 percent of the population, in the north Bihar living under the recurring threat of flood devastation. About 68800 sq Km. out of total geographical area of 94160 sq Km. comprising 73.06 percent is flood affected.

The plains of Bihar, adjoining Nepal, are drained by a number of rivers that have their catchmentsinthesteep and geologicallynascentHimalayas.Kosi,Gandak, BurhiGandak, Bagmati,KamlaBalan,MahanandaandAdhwaraGroupofriversoriginatesinNepal,carry high dischargeandvery highsedimentloadanddropsitdownintheplainsofBihar.About65%of catchmentsareaoftheseriversfallsinNepal/Tibetandonly35%ofcatchmentsarealiesin Bihar.Intheyears1978,1987,1998,2004and2007Bihar witnessedhighmagnitudesofflood. Thetotalareaaffectedby floodshasalsoincreasedduring theseyears.Floodof2004demonstratestheseverityoffloodproblemwhenavastareaof23490Sq Km. was badlyaffected bythefloods ofBagmati, Kamla&Adhwaragroups of riverscausing lossof about 800 human lives, even whenGanga,the masterdrain was flowinglow.

**Table:FloodDamageduring 2001 to 2011**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Yea  r | Area  affec ted  in  (m. ha.) | Popul  ationaffect ed in (milli on) | Damageto  crops | | Damageto  houses | | Cattle  lost  Nos. | Human  life lost  Nos. | Damag  eto Public Utilities in Rs. crore | Total  damages  Crops, houses & public utilities in Rs. crore |
| Area  (m. ha.) | Value  (Rs. crore) | Nos. | Value in  Rs. crore |
| 2001 | 1.195 | 9.091 | 0.650 | 267.218 | 222008 | 173.584 | 565 | 231 | 183.538 | 624.340 |
| 2002 | 1.969 | 16.018 | 0.941 | 511.495 | 41914 | 526.215 | 1450 | 489 | 408.922 | 1446.632 |
| 2003 | 1.508 | 8.798 | 0.610 | 62.660 | 45262 | 20.320 | 106 | 251 | 1035.160 | 1118.140 |
| 2004 | 2.700 | 29.985 | 1.399 | 522.056 | 929773 | 758.095 | 3272 | 885 | 1030.496 | 2310.647 |
| 2005 | 0.460 | 2.639 | 0.135 | 11.640 | 5538 | 3.828 | 4 | 58 | 3050 | 18.518 |
| 2006 | 0.182 | 1.089 | 0.086 | 7.060 | 18637 | 12.260 | 31 | 36 | 84.562 | 103.882 |
| 2007 | 1.880 | 2.780 | 1.060 | 768.378 | 784328 | 831.445 | 2423 | 1287 | 642.415 | 2242.239 |
| 2008 | 0.882 | 6.212 | 0.367 | 34.196 | 297916 | 84.514 | 878 | 252 | 97.710 | 216.420 |
| 2009 | 1.105 | 2.338 | 0.040 | 21.830 | 7674 | 5.282 | 2 | 97 | 5.301 | 32.413 |
| 2010 | 0.199 | 1.075 | 0.010 | 3.119 | 15170 | 7.049 | 0 | 100 | 1.592 | 11.760 |
| 2011 | 0.000 | 0.581 | 0.163 | 59.870 | 34906 | 17792 | 39 | 143 | 25.786 | 103.448 |



**Earthquake:-**

AccordingtoGlobalSeismic HazardAssessmentProgram(GSHAP) data,the stateofBihar lies ina regionwithmoderate tolowtohighseismic hazard. As per the 2002BureauofIndian Standards(BIS)map,thisstatealsofallsinZonesIII,IV& V.Historically,thisregionhas experienced earthquakein theM5.0-7.0 range.

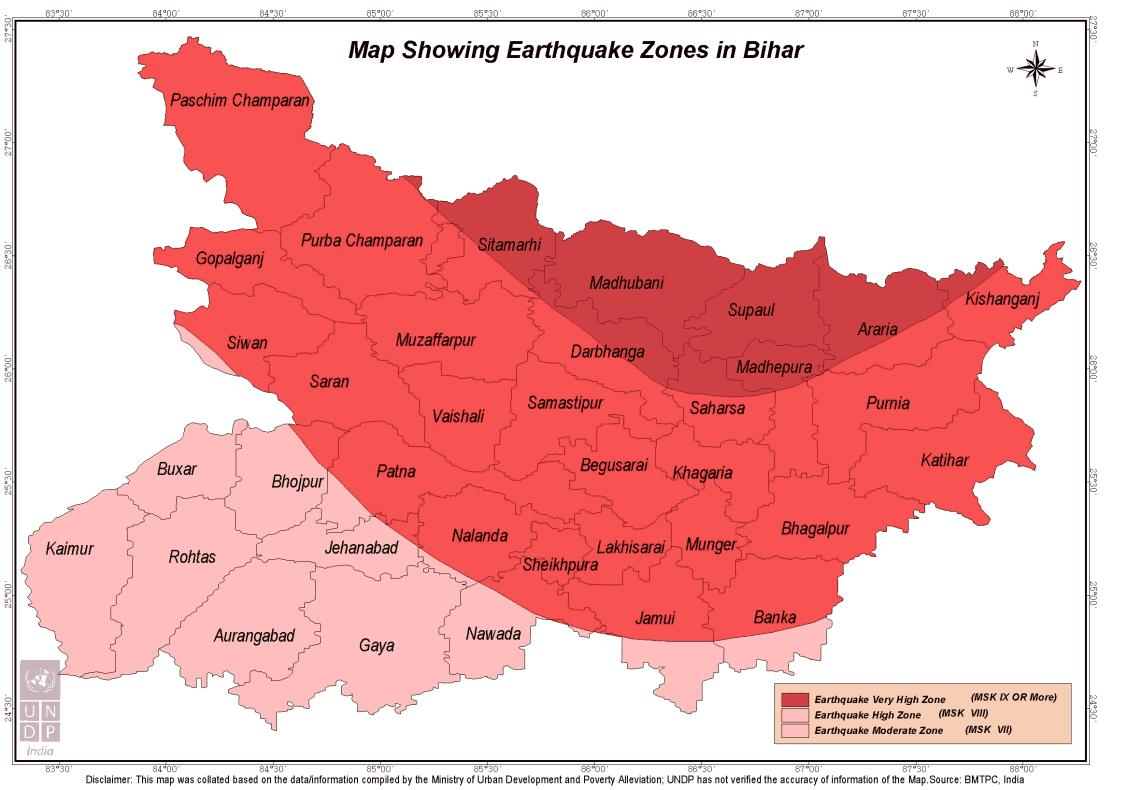
**EarthquakeHistory of Bihar**

The stateofBiharliesintheGangeticPlain.Thisisa fore-deep,a downwarpoftheHimalayan foreland,ofvariabledepth,convertedintoflatplainsby long-vigoroussedimentation.Thisis knownasageosynclineandtheGangeticPlainistheIndo-GangeticGeosyncline.Thishas shownconsiderableamountsofflexure anddislocationatthenorthernendandisboundedonthe northby theHimalayanFrontalThrust.TheflooroftheGangetictrough(ifseewithoutallthe sediments) isnotaneven plain (5),butshowscorrugatedinequalities and buriedridges (shelf faults). WesternBihar sitsonthe sub-surface Faizabadridge while the eastern sectionssitonthe Munger-Saharsa Ridge.theareas neartheborderwithWestBengallieontheKosiGraben (Purnea-KasganjGraben). The centralsectionsofBihar lie (5) atopthe Gandakdepressionand EastUttar Pradeshshelf.The Himalayan FrontalThrustdoesnotrun inBihar,though,itruns acrossthe border inNepal. Several faultshave beenidentifiedinthe regionandsome(1) have shownevidence of movementduringthe Holocene epoch.The WestPatna FaultrunsinaNE- SWdirectionfromnearArrahinthesouthtotheNepalese bordernear Madhubaniinthenorth. RunningalmostparalleltoitistheEastPatnaFaultwhichextendsfromthesouth-eastofPatnainthe southtothe Nepalese border tothe eastofMadhubani.Anotherfault,thisone alsolying paralleltothe previoustwo,isthe Munger-Saharsa RidgeFaultwhichrunsfromBiharsharif to nearMorang ineasternNepal.Apartfromthesethereareeast-westrunning tearfaultsinthe regionthatcontrol(5)thecoursesofthemainrivers.However,itmustbestatedthatproximity tofaultsdoesnotnecessarily translateintoahigherhazardascomparedtoareaslocatedfurther away,asdamagefromearthquakesdependsonnumerousfactorssuchassubsurfacegeology as wellas adherenceto thebuildingcodes.The 1934Bihar earthquake wasone of theworstearthquakesinIndia'shistory. Some 30,000 peopleweresaidtohavedied.MungerandMuzaffarpurwerecompletely destroyed.This8.1 magnitudeearthquakeoccurred on January15, 1934 at around 2:13 PM (I.S.T.)(08:43 UTC) and causedwidespreaddamage inthenorthern BiharandinNepal.The epicentre for thiseventwas located in the eastern Nepal about 240 km awayfrom Kathmandu.

**Seismic Hazard**

TheseismichazardmapofIndiawasupdatedin2000(4)by theBureauofIndianStandards (BIS). Thereare nomajor changesinthe zonesinBihar.DistrictssuchasAraria,Darbhanga, Madhubani,SitamarhiandSupaullieinZoneV.The south-westerndistrictsofAurangabad, Bhojpur,Buxar, Gaya,Jahanabad,Kaimur, NawadaandRohtaslie inZoneIII.The remaining districts of Bihar, includingthecapital cityof Patnaliein ZoneIV.

**EarthquakeZones mapofBihar**



## Identifying current and potential risks

On the basis of secondary data available the risk assessment of the districts has been done. These past data shows that there is are chances of multi hazard threats in the given 4 districts. The below table shows the basic profile of the 4 districts.

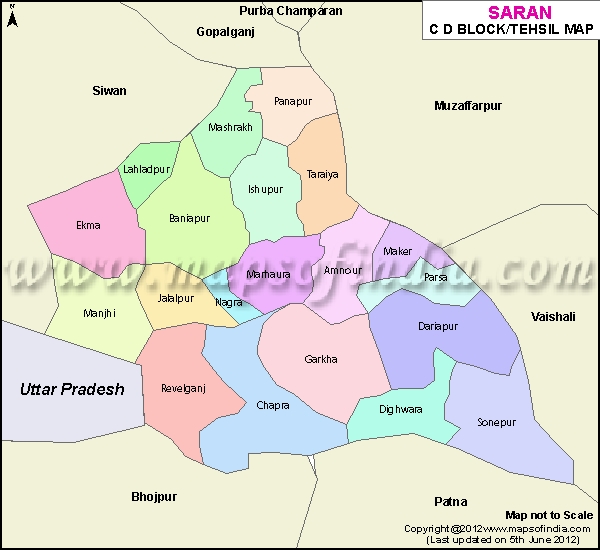
|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **District** | **Sub Divisions** | **Block** | **Panchayat** | **Villages** | **Population** | **Male** | **Female** |
| Saran | 3 | 20 | 330 | 1767 | 3,943,098 | 2,023,476 | 1,919,622 |

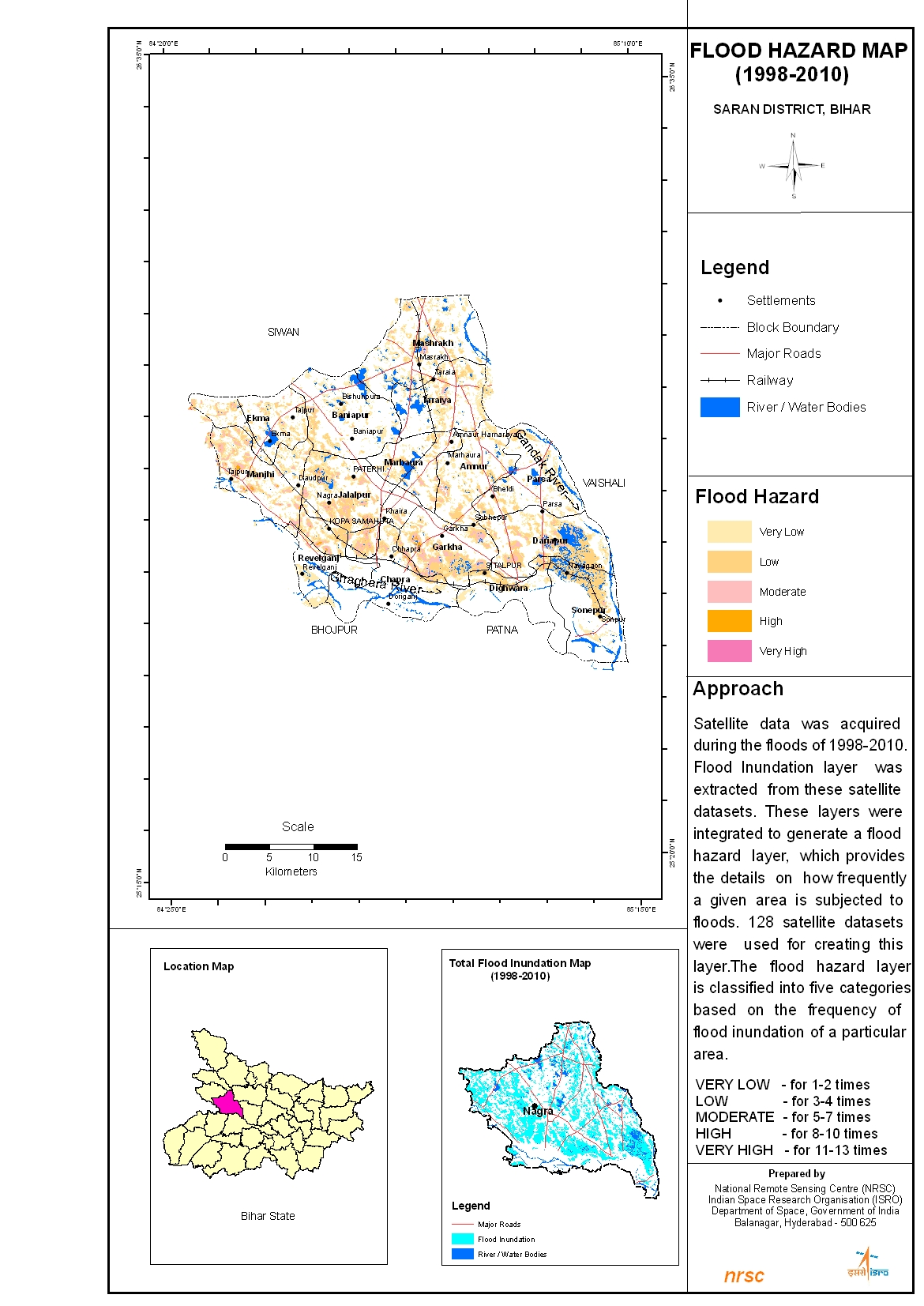
**Figures as per census 2011**

**Hazard Profile of the Districts**

|  |  |  |  |
| --- | --- | --- | --- |
| **District** | **Wind & Cyclone Zone** | **Earthquake Zone** | **Flood** |
| **Saran** | **High Damage Risk Zone (Vb = 47m/s)** | **IV**  **(High Damage Risk Zone)** | **FLZ**  **Flood Zone / Area liable to Flood** |

**The below mention maps are from the district administration website.**

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**Flood hazard Maps**

## Action Oriented Plan

**Preparation of plans:** All districts will have DDMPs and all constituents (administration, CBOs, CSOs and PRIs) are aware of such plans and their roles and responsibilities.

**Dynamic plans:** Districts will have improved formats for DDMP to capture hazard and risk assessment risk analysis and reduction plan (development and contingency plan) and monitoring of the plan.

**Convergence and correlation:** All line departments prepare their own sectoral plan and contribute to the DDMP and DDMP will be part of CDP.

**HVCA:** District prepares DDMP having Hazard, Vulnerability and Capacity Assessments (HVCA) which lead to comprehensive contingency and risk reduction plan.

**Sustainability:** Commitment from state and district authorities to adopt the process and methodologies for DDMPs.

# Scope of the Project

## Approach for Comprehensive Plan

The approach towards the entire exercise would include secondary data collection, stakeholder mapping, survey tool development including development of questionnaire, checklist and draft template, training of local survey teams, primary data collection and use of GIS for hazard mapping, resource mapping and vulnerability mapping.

District level consultation will be organised in each proposed project district during the project to revise the outline to make the DDMP Inclusive. This will be mainly with District, Disaster Management Authority (DDMA) and other line departments, PRIs, municipalities/ municipal corporations, grassroots organisations/CBOs and communities. This will be facilitated by Caritas India along with DDMA of the respective districts.

The outputs will be the district level Advisory Committee of each district and detail timeline from district authorities to adopt the process and methodologies of Multi hazard DDMP.

## Consideration for lower administrative units below district – Block & Panchayat level interventions

Each Panchayat and Block will be involved in the DDMP planning process. There will be a consultation at district level for all these lower administrative units below districts. In these consultation the participants will be provided with a simple data collection formats for collecting data in terms of Hazard Vulnerability and Capacity of their respective Panchayats. They will be trained in collecting data in a participatory way involving their local community.

## Mainstreaming DRR & CCA to be taken into consideration

The mainstreaming of DRR and CCA will be done with the help of local community. The DRR basically will be reflected in preparedness plan of the districts. For e.g. the annual plan updating is one of the best example of the DRR. This will be a big achievement that the entire district level stakeholders at their own level seriously review their plan and make necessary preparedness before the any disaster occurs. So during the planning exercise each line department will participate in the consultation and share how and what DRR measures their respective department will adopt so that the loss in case of any disaster is reduced.

In the similar line the Climate Change adaptation will also be introduced in the DDMP. The community and the respective departments will be oriented on the CCA details and how they can make use of it in there planning exercise.

## Value addition by agencies

Caritas India will introduce the innovations in each of the DDMP based on the local context. We have a first-hand experience of making of DDMP in Madhubani, so we will avoid all the shortcomings happened in Madhubani in our 4 districts. Caritas India is also State Training agency under Gov. of Bihar under NRHM program, so we will highlight the health issues in the DDMP and address the health issues during disasters. Caritas India in Bihar is working with most marginalized musahar communities. We shall try to bring their voice and address their issues during disaster through this inclusive DDMP. Caritas India has a long working experience in Bihar and at present working with 10 NGO partners in Bihar, their grass root level expertise will be used in this DDMP making process.

# Districts’ Profile

## Multi-hazard focus - including vulnerabilities in terms of socio-economic details and also the capacities existing in the districts

The district of Saran falls under the state of Bihar, India. Covering an area of 2,641 sq. kms, Saran has a total population of 25, 72,980. Its headquarters is located at Saran. It is also known as Chapra.

Agriculture is the main stay and paddy, wheat and sugar cane are the major crops grown there. The sugar factories in the region contribute the most to the industrial scenario of Saran.

The Places having Tourist attraction are Aami, Sonepur, Dhorh Ashram, Goutam Asthan, Silhauri, and Chirand.

History

The historical background of the district as available in Ain-E-Akbari records Saran as one of the six Sarkars( Revenue Divisions) constituting the province of Bihar, At the time of grant of Diwani to the East India company in 1765, there were eight Sarkars including Saran and Champaran. These two were later combined to form a single unit named Saran. Saran(along The historical background of the district- as available in thewithChamparan) was included in the Patna Division when the Commissioner's Divisions were set up in 1829. It was separated from Champaran in 1866 when it (Champaran) was constituted into a separate district. Saran was made a part of Tirhut Division when latter was created in 1908. By this time there were three subdivisions in this district namely Saran, Siwan and Gopalganj. In 1972 each subdivision of the old Saran district became an independent district. The new Saran district after separation of Siwan and Gopalganj still has its headquarters at Chapra.

Various hypothesis have been put forward about the origin of the name SARAN. General Cunningham suggested that Saran was earlier known as SARAN or asylum which was a name given to a stupa (Pillar) built by emperor Ashoka. Another view holds that the name SARAN has been derived from SARANGA- ARANYA or the deer forest, the district being famous for its wide expanses of forest and deer in prehistoric times. The earliest authentic historical fact or record concerning this district may perhaps be related to 898 A.D which suggest that the village of Dighwaradubauli in Saran had supplied a copper plate issued in the reign of king Mahendrapaldeva.ss

Geographic allocation

The district of Saran is situated between 25°36' and 26°13' North latitude and 84°24' and 85°15' East longitude in the southern post of the newly created Saran Division of North Bihar. The Ganges constitute the Southern boundary of the district beyond which lie the districts of Bhojpur and Patna. To the north of Saran lie districts of Siwan and Gopalganj. The Gandak forms the dividing line with vaishali and Muzaffarpur district in the east. To the west of Saran lies district of Siwan and the district of Balia in Uttar Pradesh, the Ghaghra constituting a natural boundary between Saran and Ballia.

## DisasterRisk and Vulnerability Profile

Chhapra is located at 25.7848°N 84.7274°E.[3] It has an average elevation of 36 metres (118 ft).

The district of Saran is situated between 25°36' and 26°13' north latitude and 84°24' and 85°15' east longitude in the southern post of the Saran Division of North Bihar. The Ganges river provides the southern boundary of the district, beyond which lie the districts of Bhojpur and Patna. To the north of Saran lie the districts of Siwan and Gopalganj. The Gandakriver forms the dividing line with the Vaishali and Muzaffarpur districts in the east. To the west of Saran lie the districts of Siwan and Balia in Uttar Pradesh. The Ghaghrariver forms a natural boundary between Saran and Ballia.

The district is shaped like a triangle with its apex at the confluence of boundary of Gopalganj district and Gandak-Ganga river there are three rivers namely the Ganga, Ghaghra, Gandak which encircle the district from south north east and western side respectively. The district is entirely constituted of plains but there are quite a few depressions and marshes, which cause the formation of three broad natural divisions.

I. The alluvial plains along the big rivers which are subjected to periodic inundation and prone to floods.

II. The region of uplands away from the rivers and not subject to floods.

III. The diara areas in the beds of the great rivers.

Out of twenty blocks in the districts, Six blocks vizSonepur, Dighwara, Revelganj, Chapra, Manjhi and Dariyapur are affected by floods regularly. There are six partially flood affected blocks Viz. Garkha, Parsa, Marhoura, Amnaur, Jalalpur, and Ekma. The remaining blocks are free from floods. The soil of the district is alluvial. No mineral of economic value is found in the district.

# Approach, Methodology and Activities

## Data Sources – Primary & Secondary (including relevant maps)

* Meeting with District Magistrate, Line Department officials, Bihar Inter Agency Group to know their perspective on DDMPs. The existing data in the district will will be collected from the different line department of the respective districts. The NIC of the respective districts will be involved in the data compilation.
* Meetings with PRI members and local NGOs to know the local issues and risks which is occurring in the districts. The Participatory risk assessment exercise in details will be planned with the help of local Panchayats.
* Secondary data from various sources for Hazard, Vulnerability and Capacity Analysis. The data will be collected from all the source available in the districts such as line department, university and also from different NGOs.
* Once we complete the data collection and compilation, a team will do the data analysis. On the basis of this data analysis a detail HVCA report will be prepared which will be shared with different stakeholders. A series of consultations with line departments, PRIs and Communities and Local NGOs done in order to review a draft HVCA report of the district
* Sample Data from Gram Panchayat to be collected by the personnel. By involving the volunteers available in the district like Nehru Yuva Kendra, NGO Volunteers etc. sample data collection at Panchayat level will be done. The prime objective of this data collection will be to bring the people’s voice in the DDMP and which will make it more inclusive.
* 2 % of total Gram Panchayat to be checked and verified

## Stakeholders’ involvement (including IDRN)

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Name of Partner Agency** | **Role** |
| 1 | Caritas India | Facilitating Agency (Lead Agency)   * Coordinate the entire initiative * Engaging with BSDMA and DDMA * Coordinate with all the partners of BSDMA * Coordinate with state and district governments * Jointly organise district level consultation with respect DDMA and state authority in each district * Prepare training module * Conduct ToTs |
| 4 | SDMAs | * State Level Guidance and Approvals * Facilitate district authorities * Presence and guidance during state consultation |
| 5 | DDMAs | * District Level Guidance and Approvals * Line department coordination * Communication * Logistic arrangement * Coordination with panchayats * Support and linkage to Flagship schemes * Commitment to link DRR with Panchayat plans |
| 6 | PRIs and municipalities/ municipal corporation and Grassroot Organisations | * Grass root level support and guidance to design outline of DDMP * Commitment to capture voices of vulnerable groups in DDMP * Coordinate with government agencies and get the plans of district consultations implemented |
| 7 | Bihar Inter Agency Group (BIAG) | * Coordinate with BSDMA and Department of Disaster Management; * Coordinate with other agencies doing DDMP in other districts of Bihar; * Guidance to organise consultations on HVCA and DDMP Framework |

# DDMP Preparation Planning & and Reporting Mechanism

## Ensuring involvement and ownership of DDMAs

District level consultation will be organised in each proposed project district during the second month of the project to revise the outline to make the DDMP Inclusive. This will be mainly with District, Disaster Management Authority and other line departments, PRIs, municipalities/ municipal corporations, grassroots organisations/CBOs and communities. This will be facilitated by Caritas India and other respective local NGOs of the local area. The outputs will be the district level Advisory Committee of each district and commitment from district authorities to adopt the process and methodologies of DDMP. In each and every steps the DDMA will be involved so that they are aware about the entire process. The agency will also orient the entire district team so that the DDMA take lead from following year to update the DDMP if required.

# Timeline and Delivery Schedule (Table)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Activity** | **Activity Description** | **Output** | **Timeline** |
| 1. | Meeting with Different stake holders | Meeting with District Magistrate, Line Department officials, Bihar Inter Agency Group to know their perspective on DDMPs | Stakeholders would know the process and agreed to do work together | 1st Month |
| 2. | Meeting with PRIs and other NGOs | Meetings with PRI members and local NGOs to know the local issues and risks which is occurring in the districts | PRIs and other NGOs have their common understanding and extend their arm for DDMPs | 1st Month |
| 3. | Collection of secondary data for Hazard, Vulnerability, Capacity Analysis | Secondary data from various sources for Hazard, Vulnerability and Capacity Analysis | Mapping the different kind of disaster occurred in areas. | 2nd Month |
| 4. | Consultation for HVCA report | A series of consultations with line departments, PRIs and Communities and Local NGOs done in order to review a draft HVCA report of the district | To know how disaster which was happen and do all the vulnerability is mapped correctly | 2nd Month |
| 5. | Sample Data Collection | Sample Data from Gram Panchayat to be collected by the personnel | To have firsthand data for making the plan | 3rd Month |
| 6. | Verification of data | 2 % of total Gram Panchayat to be checked and verified | Data checked and verified | 3rd Month |
| 7. | Consolidation of Data | The data coming from villages will be punched in excel | Digitalization of all data into soft. | 4th Month |
| 8. | Analysis of Data | The consolidated data will be analyzed. | Draft report of DDMP will be prepared | 4th Month |
| 9. | Draft report presentation | The draft report will be developed and it will be presented in fronts of district officials and Line departments | Feedback on the draft report will be taken and suggestion will be incorporated. | 5th Month |
| 10. | Draft report to be send to BSDMA | The draft report after taking feedback from district official with correction it will send to BSDMA for approval | Finalization of DDMP | 5th Month |
| 11. | Finalization of DDMP | Finalization of DDMP plan after getting some of feedback from BSDMA | DDMP got approval from concerned District | 6th Month |
| 12. | Submission of Final Plan | Final Plan will be submitted to District and as well as BSDMA for approval. | DDMP plan finalized and submitted to concerned Authority | 6th Month |
| **Threat :** Assembly Election may hinder to collect data and organize workshop, interview with Government officials | | | | |

# Monitoring and Evaluation System

The project team involved in the making of DDMP in all respective districts are DRR expertise. We will engaged external consultants for the periodic monitoring of the DDMP making process. The District Administration (DDMA) is the prime responsible for the making of DDMP. We shall coordinate with the respective districts point person nominated by DDMA and SDMA to move the work forward.

* **Line of internal accountability/reporting**: District Coordinators will be reporting to the DDMA and Caritas India Team Leader each week and the Team leader will report to the BSDMA and Caritas India Director about progress and future action plan.
* **Data collection, compilation and analysis and decision making processes and tool**s: Caritas India Team Leader along with DDMA will develop tools for data collection and analysis with the support from BSDMA Resource Person.
* **Frequency of reviews/decision making meetings:** For project monitoring and reporting a monthly meeting of all team members is decided at organization headquarter or sometimes in the districts. The BSDMA resource person will also be participating in the monthly review meeting.
* **Reporting to internal stakeholders and to BSDMA**: Monthly progress report will be sent to BSDMA along with action plan of next month.
* **Feedback:** The District Coordinator will take regular feedback from DDMA and will share the same with the team leader. Also feedback will be taken from resource persons BSDMA and other visitors to the project area.
* **Documentation**: The reports from the field will be documented by the district Coordinators. The team Leader will be responsible for the consolidation of report and sharing it with BSDMA.

# Project Team

## Team Leaders and other Team Members – CV (Qualifications and Experience), Roles and Responsibilities etc.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Name of Personnel | Area of expertise | Designation & Organization | Year of Experience |
| 1. | Girish Peter | Community Mobilization, Disaster Management, Human Rights | Team Leader | 12 |
| 2. | Chandan | Livelihood and participatory planning | District Coordinator (Buxar) | 5 |
| 3. | Abhishek Kumar | Community mobilization and Liasoning with Government | District Coordinator (Siwan) | 7 |
| 4. | PoojaRana | Community mobilization and Disaster Management | District Coordinator (Saran) | 4 |
| 5. | Saurabh Kumar | Community mobilization and Disaster Management | District Coordinator (Gopalganj) | 3 |
| 6. | Anjan Bag | DRR planning and Risk Mitigation | Technical Support | 15 |
| 7. | Munish Kaushik | Project Management, DRR and Advocacy | Technical Support | 14 |
| 8. | Babita Alick | Mass Communication, Disaster Management | Technical Support | 16 |