**Police Order No. 01 of 2013**

**Sub:- Comprehensive directives for Disaster Management Group of West Bengal**

**Police.**

**Preamble :-**

Disaster Management Group, West Bengal Police has been functioning under Police Order No. 24 of 2009, Order of DG & IGP dated 19.04.2011, and other orders. The present Police Order is meant to converge existing instructions, and add new ones, based on current circumstances, and existing guidelines of Government.

This Police Order consists of the following 4 (four) sections:

A) Policy Issues;

B) Outfitting;

C) Preparation;

D) Mobilisation.

**A) Policy Issues :-**

**A1)** For proactive preparation concerning different types of disasters in West Bengal, a meeting was held on 25.06.2012 in the chamber of Chief Secretary, West Bengal. **Four additional Squads of DMG are being raised** on the directions of Chief Secretary in that meeting and minuted accordingly in Memo of IGP (HQ), WB vide No. 86 /IGP (HQ) dated 27.06.2012. **With the existing 3 Squads, the total will now become 7 Squads. All these seven Squads are to function in the following manner, in supersession of earlier Police Order No. 24 of 2011 dated 14.12.2011.**

**A2)** The DMG as a whole is to be known as Disaster Management Group, West Bengal Police. DMG Groups in individual Battalions will now be known as DMG **Squads**, e.g. DMG Squad of Kasba / SAP 4th Bn. etc. Within each Squad, specialised branches such as Medical First Responders (MFR), Collapsed Structures Search & Rescue (CSSR) etc. are to be known as **Teams**, e.g. CSSR Team of Kasba Squad of DMG, WBP.

**A3) These seven DMG Squads will cater to disasters in different districts / Police Commissionerates in the following manner**:

i) **SAP 6th Bn., Barrackpore** :- North 24 Parganas / Bidhannagar Police Commissionerate / South 24 Parganas.

ii) **SAP 7th Bn., Asansol** :- Burdwan / Birbhum / Asansol-Durgapur Police Commissionerate / Hooghly.

iii) **SAP 4th Bn., Kasba** :- Uttar Dinajpur / Dakshin Dinajpur /Malda.

iv) **SAP 9th Bn., Krishnagar** :- Nadia / Murshidabad.

v) **SAP 13th Bn., Barjora** :- Bankura / Purulia / Purba Medinipur / Paschim Medinipur.

vi) **SAP 8th Bn., Barrackpore** :- Howrah Police Commissionerate / Howrah (Rural) / Barrackpore Police Commissionerate.

vii) **SAP 10th Bn., / 12th Bn., Dabgram** :- Siliguri Police Commissionerate / Darjeeling / Jalpaiguri / Cooch Behar.

As far as possible, each Squad will cater to the districts / Commissionerates noted above. GRPs will be catered to on the basis of the DMG Squad responsible for the adjoining district. For major disasters, understandably, more than one DMG Squad may be deployed for a single district / Commissionerate.

**A4)** As desired in the meeting of the Chief Secretary on 18.01.2011 regarding operationalising the State Disaster Response Force (SDRF), **the DMG of West Bengal Police will primarily specialise in Search And Rescue operations during Floods, Landslides and in Collapsed Structures and rail accidents**.

**A5)** DIG (AP), Barrackpore assisted (until further orders) by Assistant Commandant, Shri Pabitra Ghosh (to be known as AC DMG) will be the **Coordinating Officer** for raising, equipping and training of Disaster Management Group. **The overall Nodal Officer** will be IGP (A), WB. In each of the DMG Squads, there will be one Inspector detailed as **Coordinating Inspector** who will keep liaison with IGP (A) and DIG, AP, Barrackpore. IGP (A), WB and DIG, AP, Barrackpore will **jointly keep in touch with Government** regarding release of funds etc. and liaison with Secretary and Joint Secretary of Disaster Management.

**A6)** The **Command Structure of DMG** will be as follows:

The Coordinating Inspector heading each DMG Squad will report to his own CO, who will report to DIG (AP), Barrackpore, who will report to IG (A), who will report to DG & IGP.

**A7)** Each Coordinating Inspector in a Squad will be assisted by **2 (two) SIs**. There will be a total of **8 (eight) ASIs** in each Squad. Each Team as specified in Clause B1 below, will be commanded by an ASI. Officers and men of any rank can be from Armed Branch or from Un-Armed Branch. Each of the seven DMG Squads will have **70 Constables each**, in addition to the officers above. The existing Squads will be immediately enlarged and trained to that extent.

**A8)** DIG (AP), Barrackpore, assisted by AC DMG as designated above, will ensure that the Coordinating Inspector of each Squad, accompanied by a small team, visits the districts / Commissionerates of the catchment area of that DMG Squad, and interacts with the senior officers, **to get to know the nature of disasters that may take place therein and the likely response of the concerned DMG Squad**.

Movement, accommodation, and comprehensive logistical support by the district to the DMG Squad must be worked out in advance at this stage, and reduced to writing.

**A9)** Under the guidance of DIG (AP), Barrackpore, the COs in-charge of each DMG Squad will ensure the **collection** of the following data from the districts / GRPs / Commissionerates and **distribute** to the other COs in-charge of DMG and to DIG (AP), Barrackpore as well as IG (A):

(i) Maps showing roads, railways, helipads and topography.

(ii) Important contact details such as land lines, mobile numbers, e-mail, fax numbers, including Civil Sectors such as DM‘s hierarchy, Health Sector, Hospitals, possible accommodation etc.

**A10)** DIG (AP) Barrackpore will put up a reasoned proposal for sanctioning of a **Special Pay of 30%** for non-gazetted DMG personnel because of the high degree of personal risk involved and far better physical fitness required.

**A11)** DMG personnel, from AC DMG downwards, are **not to be deployed for Law &Order** or other non-DMG purpose without the express direction of DG & IGP.

**A12)** The ultimate aim would be to bring the 7 (seven) raised, trained and equipped Squads of DMG under one newly created **DMG Battalion**, with a CO specifically for the DMG Battalion. This DMG Battalion will have the 3 (three) Branches of operations, training and equipment maintenance, and administration. The maximum number of DMG personnel are to be in operations, with a bare minimum in administration.

**A13)** The DMG Battalion, once raised, will have its own **flag, symbol and uniform**. Until such time that the Battalion is created, DIG (AP), Barrackpore should propose a separate and distinctive uniform for the DMG.

**B) Outfitting:**

**B1) Each of these seven DMG Squads will be self-contained**, in the sense of each having a **CSSR Team** (20 personnel), **MFR Team** (10 personnel), **Deep Diving / Surface Water Rescue Team** (20 personnel), **Mountaineering / Rock Climbing Team** (10 personnel), and **High Rise Buildings Team** (10 personnel). There should be **redundancy in training**, so that each person is trained in more than one purpose.

**Fire Fighting Team** is to be phased out. The existing personnel will be retrained and redeployed in other Teams. No Fire Fighting Equipment has yet been purchased.

**B2) Training**, wherever possible, will be at reputed and relevant institutions such as NISA (Hyderabad), NDRF Bn. (of BSF) at Badu, NDMA etc. More specialized training may be obtained elsewhere, such as Mountaineering at Himalayan Mountaineering Institute, Darjeeling or Deep Water Rescue at Sea Explorers‘ Institute, Outram Ghat, Kolkata or Indian Life Saving Society, Kolkata. Specifically, the DMG Squads of Kasba and Siliguri are to be given specialized Mountaineering training at Himalayan Mountaineering Institute, Darjeeling.

Other Squads, particularly Barjora Squad, may also be trained in Mountaineering.

Further, **High Rise Buildings Training** is to be given to at least 10 members in each Squad. NISA and private suppliers of equipment may be utilized for High Rise training. DMG will increasingly send intelligent personnel for **TOT** in various specializations, **so that in-service training becomes as important as outside training** by specialized agencies.

**B3)** Training of DMG personnel will be totally **processed** by PER/GA Branch or by IPS Cell, (Both of WBPD), depending upon rank, and not through Training Branch. Besides this, the matters pertaining to procurement of equipments and raising/formation of Squads, set up etc. should be dealt with by EQ (MOD) and ORG Branch respectively.

Ultimately, WBPD will move towards a system where a **single Dealing Assistant in WBPD** will deal with all these 3 (three) aspects, excepting the work assigned above to IPS Cell. IG (A) will initiate the necessary proposal.

**B4)** For the purpose of getting to know the market availability of more modern and more appropriate equipment, DIG (AP), Barrackpore and IG (A) will keep in close touch with NDRF, NDMA, DMG of Kolkata Police and specialized bodies such as Sea Explorers‘ Institute. In the case of purchase of DMG equipment, DIG (AP), Barrackpore would be responsible for timely submission of Utilization Certificates to WBPD, from where they will be forwarded to Government by IG (A).

**B5)** DMG personnel of non-gazetted rank will remain in DMG for a **maximum of 3 (three) years**, unless there are emergent grounds recommended by DIG (AP), Barrackpore and approved by IG (A). After the special pay is sanctioned, this maximum duration will become 5 years for personnel covered by special pay.

**B6)** The **maximum age** of DMG personnel will be 35, for Non-Gazetted Police Personnel. The corresponding **weeding - out process** is to be implemented in phases. As long as the maximum stay is 3 years (Clause B5), 1/3 of DMG personnel will be replaced every year. Correspondently, when the maximum stay becomes 5 years, 1/5 will be replaced each year. For future entrants into DMG, the maximum age of entry is to be 32. **Any transfers out of DMG must have the consent of DIG (AP) Barrackpore, and IG (A).**

**B7)** In the Kolkata visit by NDMA members Shri Duggal and Shri Singh on 04.12.2012, **it was clarified that equipments and materials to be purchased by state DMG need not be exactly the same as those purchased by NDRF**. Rather, the state DMG may purchase materials/equipments depending upon local needs and circumstances, which would be regularized by NDMA.

**B8)** The Coordinating Inspector of each DMG Squad will be responsible for daily training, discipline, welfare, maintenance and safe custody of equipment and vehicles, and implementation of instructions relating to DMG.

**B9)** DIG (AP), Barrackpore will put up **proposals for creation of infrastructure** for each DMG Squad (and ultimately the DMG Battalion) with special reference to **accommodation** and **stores**. After the proposal stage, the supervision of the creation of the assets, and the upkeep of the assets thus created, will be the responsibility of the concerned CO.

**B10)** IGP (A), WB & DIG, AP, Barrackpore will make **proposals for AMC** of the costly equipments that have been obtained, and move Government accordingly. The AMC will be made out in the designation of the CO in-charge of a particular Squad, and executed by him.

**B11)** DIG (AP), Barrackpore and IG (A) will work out the modalities of a comprehensive coverage for DMG, regarding **life insurance and medical insurance**. The coverage should include accident insurance.

**C) Preparation:**

**C1)** The present SOP for DMG is long and unwieldy. Within one month, DIG (AP) will put up a **new draft SOP** to IG (A), consisting of 4 pages, for perusal and approval of DG & IGP. Thereafter, the approved SOP will be communicated to Government.

**C2)** Team Commanders, currently of Constable rank, presently instruct their team members in English. This will be erratic and unreliable in times of crisis. DIG (AP) will, with the assistance of AC DMG, draw up a comprehensive **list of Bengali commands, in Roman Bengali**, for the practical functioning of DMG.

**C3)** All concerned COs will hold a **demo of the Squad and Teams under him** every 4 (four) months, and send a small number of still photographs subsequently to DIG (AP) Barrackpore and IG (A).

**D) Mobilisation:**

**D1)** The DMG or any component unit **will move only** by the direction of DG & IGP, WB, ADG (L&O), IG (A) or DIG (AP), Barrackpore, except for regular training. Administrative and welfare control will remain with the concerned COs, under the superintendence of DIG, AP, BKP and IGP (A).

**D2)** Existing DMG Squads **may utilize the skilled local resources** as per availability in various districts with the assistance of respective S.Ps / C.Ps for disasters like flood, drowning etc.

**D3)** When a unit DMG moves for operational reasons, CPs / SPs / SRPs along the line of route / in the operational area are to give the DMG unit **every possible assistance**.

**D4)** Each CP / SP / SRP will draw up an SOP of possible disasters in his jurisdiction and submit to IG (A) within one month. The SOP must also contain the name and mobile no. of a Disaster Management Nodal Officer of Addl. SP rank, which must be updated and intimated within one week of any change.

Sd/-

**(N. Mukherjee)**

**Director General & Inspector General of Police**

**West Bengal**