

SOP for

Establishing Disaster Response Teams of NYKS

Introduction:

Any disaster requires a quick response to save lives, contain the damage and prevent any secondary disasters. Affected community is always the “First Responder”. In most instances, this takes place spontaneously, outside any organized setting. Volunteers from the community play a vital role in immediate response to any disaster. National Disaster Response Force, State Disaster Response Force and other organised services including police, fire services etc. take some time to reach the disaster sites. In the meantime, volunteer groups not only provide initial rescue and relief services but also act as link between the affected community and institutions arriving at the scene, thus strengthening response by the government actors. Volunteers also work as “force multiplier” particularly when the emergency services have to be reached to the remotest affected community.

Nehru Yuva Kendra Sangathan (NYKS) has a network of 48.02 Lakh rural youth enrolled through 2.77 lakh villages based Youth Clubs spread across the length and breadth of the country. It is therefore proposed to establish institutional mechanism for organized and structured engagement of NYKS by creating **Block Level Disaster Response Teams (DRTs)** of volunteers as first responders in hazard prone districts. It is proposed to cover such districts in India in a phased manner in collaboration with National Disaster Response Force (NDRF).

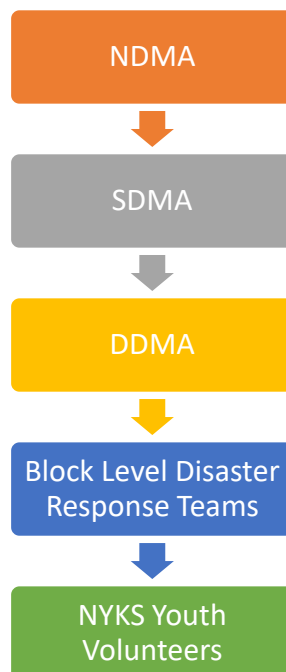


Fig. Role of NYKS Youth Volunteers at the grass root level

Objectives:

1. To put in place an institutional mechanism i.e. DRT's for organised and structured engagement of NYKS volunteers for DRR as first responders.
2. To provide/ encourage platforms to trained volunteers during normal time for community awareness and preparedness.
3. To maintain comprehensive data base on trained DRT's for ready call/ deployment.

Key Performance Indices (KPIs)

- No. of youth volunteers professionally trained by NDRF
- No. of awareness activities voluntarily conducted by trained youth during normal time
- No. of youth mobilized for disaster response activities

What does DM involve?

- Dealing with and avoiding both natural and man-made disasters
- Preparedness before disaster
- Rebuilding and supporting society after disaster



Preparedness: activities prior to a disaster. e.g. preparedness plans, emergency exercises, training, warning systems

Response: activities during a disaster e.g. public warning systems, emergency operations, search and rescue

Recovery: activities following a disaster e.g. temporary housing, claims processing and grants, long term medical care and counselling.

Mitigation: activities that reduce the effects of disaster e.g. vulnerability analysis, public education

Activity Flow Chart:



Identification and Selection Criteria for the volunteers:

30 Youth Volunteers per Block are to be identified for the training programme with the following criteria:

- The youth should be between 18 to 29 years of age. However, preference may be given to the youth from 22 to 29 as elder and mature youth delivers better in such situations.
- Should be an active member of Youth Club/ Mahila Mandal /Sports Club and residing in the same Block.
- Should have a fair knowledge of the locality including ecology and topography of the village/community.
- Should be physically and mentally fit to undertake the training and engagement in Disaster Risk Reduction (DRR).
- Should have minimum educational qualification of 10th pass.
- Should be willing to undergo this training & ready to devote his /her time for the cause voluntarily as and when need arises.
- Should have a track record of volunteering in such community development activities in past.
- Should have good moral & ethical character.
- Should be disciplined enough to get a training in a National level forum.
- Should be adventurous & daring in nature.
- Should have a good rapport/ positive image among youth of village or community.
- Should be a non-student or if a student, then must be willing for this training & ready to devote his/her time as per requirement.
- Should be ready to participate/ conduct post training activities as per the direction of NYKS.
- Should be a good leader and communicator.
- Should be committed for such assignment and willing for a longer association.
- Female participants should be encouraged to the extent of 50% of the total participants.

Registration of Volunteers:

The selected Youth would fill the registration form as per **Annexure-1**. DYO to submit the details of Volunteers as per **Annexure-1.1** to NYKS HQ on coreprogrammenyks@gmail.com through concerned State Office.

Submission of TA/DA requirement to NYKS Hq:

TA- by shortest and cheapest mode (sleeper class and/or ordinary bus)
Journey DA @ Rs.150/- per day per participant to be calculated (upto 6 hr journey- nil, 6-12 hr=70%, above 12 hr= 100%)

Annexure-2

Journey Planning:

Upon Selection of volunteers, the concerned DYO should ensure booking of tickets/bus, etc. in such a manner that the participants reach on the eve of training Day-1 and they should depart on Day 6th at evening/night. The DYO should plan the journey in consultation with the concerned person of NDRF Battalion (BN). The details of Points of Contacts of NDRF BNs are enclosed at **Annexure-3**.

Uploading the details of Volunteers on NYKS Website and sharing the list with NDRF:

On the NYKS Website (www.nyks.nic.in), a space has been earmarked for this project. The details of the selected candidates obtained in the registration form should be uploaded on the NYKS Website. The list should be shared with the concerned NDRF BN. The stay of female participants may require additional arrangements at few Battalions, therefore, it is suggested that the NDRF personnel be informed about the number of female participants well in advance. Being in public domain, data will be accessible to DDMA & NDRF. This inventory of trained volunteers will enable the district authorities to track, mobilize and deploy trained volunteers for disaster preparedness and response.

Pre programme Orieintation of Youth Volunteers for Do's/ Don'ts and essentials to be shared (Virtual):

One team leader per batch may be identified and the responsibility assigned. The volunteers may be informed about the following:

Dos:

- Follow the instructions of the Team Leader
- Introduce yourself to all and gel in with everyone. Make friends. Inculcate the feeling of Brotherhood
- Be gender sensitive
- Attend all the training sessions
- Be attentive and disciplined during the training.
- Keenly follow the instructions given by NDRF officials during training. Maintain decorum
- Be a better version of yourself by the end of the session.

Don'ts for trainees:

- Do not create nuisance during the journey or at the training venue.
- Do not bunk any of the sessions.
- Do not indulge in fights with fellow participants or others.
- Do not show heroism, rather contact person in-charge in case of any emergency.

Things to carry:

- Casual and comfortable clothing as per season
- Shorts and T-shirts for morning PT
- PT Shoes/comfortable running shoes (sandals and open shoes are not comfortable)
- Socks
- One nice/ formal outfit or traditional attire for the final certification ceremony.
- Important contact Information
- Mobile Chargers
- Do not bring non-essential, expensive jewellery, gadgets, etc.
- Mosquito net
- Sleeper
- 02 passport size photographs
- Identity Card

The list is only indicative in nature. The DYO should contact the NDRF personnel for more information and other things, if any to carry along.

Departure of Volunteers from selected District:

The DYO should ensure that all the 30 Youth (Both male and female) per block participate in the training and reach the venue safely and as planned.

6- days Customised training:

A comprehensive course has been prepared by NDRF which includes topics like Introduction to basic concepts of Disaster Management, Basic Search and Rescue, patient assessment, BLS & CPR, lifting and moving patients, Snake Biting, Fire safety, group exercises, water rescue technique, community awareness, table top exercise on pre disaster preparedness & early warning systems, Group Discussion and Table top exercise on Basic search & Rescue etc. The training consists of both theoretical and practical sessions so as to build the capacity and confidence of volunteers to act as first responders to a disaster in their respective area. The complete course details are placed at **Annexure-4**.

Departure of Volunteers from training Venue:

After the Certification ceremony on the 6th Day, all the volunteers should leave as per planned journey. In case of additional stay due to non-booking for that day/ unforeseen circumstances, the DYO should inform the NDRF personnel for adjustments.

Induction and Orientation of Trained volunteers with DDMA:

At the District level, DDMA acts as the District planning, coordinating and implementing body for disaster management and takes all measures for the purposes of disaster management in the District in accordance with the guidelines laid down by NDMA and SDMA. The concerned DYOs to share the details of trained volunteers of the District with the DDMA for their formal induction in the District Disaster Response Force. A communication will go from the side of DG NYKS to DCs/DMs of concerned districts informing them about the initiative. Subsequent to that, each concerned DYO is expected to prepare an Action Plan in consultation with DDMA.

Monthly Reporting:

To avoid dormancy of trained volunteers, each concerned District Youth Officer will engage the trained volunteers in various community awareness activities. Some of the suggestions include:

- Trained volunteers will participate in Community Sensitization and Familiarization Programmes conducted by NDRF
- Trained volunteers may be engaged in community awareness programmes through various audio – visual modes prepared by NDRF and other such institutions working on DRR in the country.
- Trained volunteers may be encouraged to undertake community-based disaster preparedness planning activities in the villages and train local youths from the community.
- Trained volunteers should be engaged in the ongoing programmes and activities of NYKS and any other development agencies.
- Trained volunteers may conduct mock drills at local levels with the help of NDRF/DDMA/Fire services, etc.
- Trained volunteers may organise discussion forums with the help of local Youth Clubs.
- Trained volunteers will liaison with health services provider, Block level emergency officer and other District level institutions like fire services, civil defence, Red cross society, NGOs, etc.
- Trained volunteers will undertake awareness campaigns in schools and colleges and participate in School Disaster Preparedness carried out by NDRF/other agencies.
- Trained volunteers may participate in Gram Sabha meetings and brief on Disaster Risk Reduction.
- Participation in Ceremonial Events such as 26th January Parade etc.
- Trained volunteers will use Village fairs (Haat/ Bazars) to disseminate information about disaster risk reduction.

- Trained volunteers may run quiz competitions among students addressing knowledge of a specific disaster topic.
- Trained volunteers may work with Youth Clubs to form community action groups in their locality.
- DYOs will coordinate with DDMA for participation of trained volunteers in the District Control Rooms/Emergency Operation Centres

DYO will coordinate with DDMA/ concerned agencies for issuing appropriate certificates to trained volunteers as a mark of appreciation for their voluntary spirit towards the disaster preparedness and response management.

A monthly Report should be submitted to NYKS Hq at coreprogrammenyks@gmail.com in the format placed at **Annexure-5** by concerned State Office.

Engagement for Rescue and Relief Work during Emergencies:

The DYO should coordinate with District Administration/ NDRF during the times of disaster and should activate the trained volunteers. The works of the trained volunteers should be reported to State Office and the same shall be subsequently submitted to NYKS Hq as success stories along with photographs.

Roles and Responsibilities of SDs and DYOs:

- Selection of volunteers as per given guidelines
- Maintaining liaisoning with NDRF, DDMA and other agencies.
- Preparing movement plan of volunteers
- Preparing Action plan in consultation with District administration and DDMA
- Engaging trained youth in normal time and at the time of calamity
- Close monitoring of project
- Monthly Report Submission

VIP engagement:

- Efforts should be made to invite Hon'ble MPs, MLAs/MLCs, eminent personalities during inauguration or valedictory functions of the training programme in consultation with NDRF.

Media and Publicity:

- State Directors, District Youth Officers should ensure maximum buzz creation of the programme by issuing pre and post event press releases by highlighting the objectives, coverage and achievements under the training programme.

- Social media should be used extensively to post the photos, videos of the sessions and experience sharing of the participants. Views of VIPs should also be taken and posted on social media sites in the form of videos.
- Hashtags such as #DRR #DisasterRiskReduction #DisasterResponseTeams #Relief&Rescue #DisasterTraining #NDRFFriends etc. may be popularised and NYKS India, NDRF, NDMA, SDMA, etc. may be tagged.