



DSU - Disaster Management Plan

Section 1: University Profile and Plan Overview

a. University Profile (Annexure-I)

This subsection presents a comprehensive profile of the University in accordance with the details prescribed in Annexure-I.

b. Aim and Objectives of the Plan

This subsection outlines the purpose, goals, and intended outcomes of the plan, highlighting its role in enhancing preparedness, safety, and effective disaster response.

c. Geographical Location of the University

This subsection describes the physical location of the University, including its surrounding environment and accessibility. A campus map may also be included.

Guidance Note:

- Provide essential information about the University as outlined in Annexure-I.
- State the objectives of the plan and identify key stakeholders who will utilize it.
- Specify the individuals or committees responsible for implementation, review, and updates.
- Include a campus map for situational awareness.

Section 2: Hazard, Risk, and Vulnerability Assessment

a. Non-Structural Assessment

- Conducted through participatory group exercises involving faculty and select students.
- Identifies potential hazards related to furniture, equipment, utilities, and operational practices.

b. Structural Assessment

- Conducted by a qualified Civil Engineer or Licensed Building Surveyor to evaluate the building's structural integrity.

c. External Hazard Identification

- Includes risks in the vicinity of the University, such as road/traffic hazards, industrial or chemical hazards, open drains, and flood-prone areas.

Registrar
DAYANANDA SAGAR UNIVERSITY
Bengaluru



d. Record of Past Disasters/Accidents

- Maintain a database documenting previous disasters or incidents affecting the University or surrounding area.

e. Identification of Vulnerable Areas Within the Campus

- Mapping locations within the University susceptible to hazards.

f. Summary of Key Findings and Mitigation Actions

- Consolidates identified risks and vulnerabilities and recommends mitigation actions.

Guidance Note:

- Focus on both structural and non-structural vulnerabilities.
- Identify risks that could cause injuries or property damage and prioritize actions for mitigation.

Committee for Hazard Assessment:

- Members from University Administration, Physical Education Department, nearest Fire Station/Civil Defence, Health Service Providers, Police, and Engineers from PWD, SSA, or Municipal Corporation/Zilla Parishad.
- Responsibilities include assessing hazards within and outside the University campus, identifying risks such as live wires, unstable furniture, or potential chemical hazards.

Section 3: Preparedness

3.1 University Disaster Management (UDM) Committee

A **University Disaster Management Committee** should be formed to ensure systematic preparedness and response. Members may include:

1. **Chairperson:** Vice-Chancellor / Registrar
2. Principal / Deans
3. Parent/Alumni Association Representative
4. Student Representatives (NCC, NSS, Student Council, Head Boy/Head Girl)
5. Representative from Relief / Revenue / Disaster Management Department / Municipal Corporation
6. Fire Services / Civil Defence personnel
7. Police Representative
8. Health Department Representative (Doctor/Health Worker)
9. Civil Defence Warden



3.2 Sub-Teams / Task Forces

- Awareness, Warning, and Information Dissemination Team
- Evacuation Team
- Search and Rescue Team (faculty only)
- Fire Safety Team
- First Aid Team
- Bus / Transport Safety Team (if applicable)
- Site Security Team

Guidance Note:

- Regular training, mock drills, and awareness programs ensure effective response.
- Certain teams like Search and Rescue should include only faculty due to safety considerations.

3.3 University DM Kit

Suggested items:

1. Stretchers
 2. Ladders
 3. Thick ropes
 4. Torches/Flashlights
 5. First-Aid Box
 6. Temporary shelters (tents, tarpaulins)
 7. Sand buckets
 8. Fire Extinguishers
- Establish a network with the nearest hospital or health centre.
 - External resources (government grants) may be utilized to strengthen the kit.

3.4 Evacuation Plan

- Floor-wise evacuation plans displayed on notice boards.
- Evacuation team to review plans with faculty and students.
- Mock drills conducted **every six months** to identify deficiencies and update plans.
- Invite Fire Service Officers or Civil Defence volunteers for support if needed.



3.5 Mock Drill Procedures

Earthquake Drill

1. Practice **Drop, Cover, and Hold**.
2. Evacuate classroom in **less than 1 minute** without pushing or falling.
3. Evacuate University premises in **less than 4 minutes** using designated exits.
4. Ensure all friends are accounted for.
5. Stay away from weak structures.
6. Assist students requiring special attention (task force pre-identified).

Fire / Chemical Accident Drill

1. Evacuate classroom efficiently.
2. Ensure safe storage of inflammable liquids/chemicals.
3. Switch off electricity and gas connections.

3.6 Capacity Building and Training

- Annual training for faculty, non-teaching staff, and students.
- Refresher courses as needed.
- Document all trained personnel and task force members.

3.7 Awareness Generation and Sensitization

- Posters, audio-visual clips, debates, quizzes, drawing competitions, rallies.
- Display evacuation plans and weather updates.
- Seminars and workshops involving parents and external experts.
- Dedicate one month as “**Preparedness Month**” for focused activities.

Section 4: Response

1. Hazard-specific response plans for earthquakes, fire, flooding, cyclones, stampedes, and medical emergencies.
2. Crowd management during large gatherings (annual functions, sports).
3. Alternate arrangements for continuity of education if University is used as relief shelter.
4. Reporting emergencies to government authorities.
5. Special provisions for students requiring additional assistance.
6. Ensure essential services (power, water, food, first aid) during and immediately after disasters.



Section 5: Mitigation Measures

5.1 Non-Structural Measures

- Clear passages and stairways for evacuation.
- Secure chemical bottles in laboratories.
- Fix almirahs, cupboards, and furniture to walls.
- Secure ceiling fans and lighting fixtures.
- Implement fire safety measures.

5.2 Safety Audits

1. **Electrical Safety Audit** – by certified electrician.
2. **Fire Safety Audit** – identify fire hazards and inflammable items.
3. **Food Safety Audit** – quality and hygiene of food served.
4. **Water Quality Audit** – testing purity of drinking water.
5. **Hygiene Audit** – inspect kitchen and washroom cleanliness.

Guidance Note:

- Prioritize actions based on hazard severity and potential for injury.
- Low-cost non-structural measures can be implemented immediately.
- Structural repairs require more time and funds.
- Periodic safety checks should involve relevant officials (Electricity Board, Fire Services, PWD).



University Profile

1. Name of University and Code Number (as provided by the Department of Education/Relevant Authority): _____
2. Postal Address with Pin Code: _____
3. Contact Number: _____
4. Number of Faculty Members:
 - o Male: _____
 - o Female: _____
5. Number of Students:
 - o Male: _____
 - o Female: _____
6. Number of Differently-Abled Students:
 - o Male: _____
 - o Female: _____
7. Specify Type(s) of Disability: _____
8. Date of Construction of University Buildings: _____
9. Number of Buildings in the University Campus: _____
10. Academic Facilities:
 - o Number of Classrooms: _____
 - o Number of Chemistry Laboratories: _____
 - o Number of Physics Laboratories: _____
 - o Number of Biology Laboratories: _____
 - o Number of SBAS Laboratories: _____
11. Number of Floors: _____
12. Number of Staircases: _____
13. Kitchen Facilities:
 - o Do you have a kitchen? Yes ☐ / No ☐
 - o If yes, specify type: Gas stove ☐ / Open fire kitchen ☐ / Cooking gas connection ☐
14. Toilets:
 - o Boys: Yes ☐ / No ☐
 - o Girls: Yes ☐ / No ☐
 - o Physically disabled : Yes ☐ / No ☐
15. Number of Drinking Water Points: _____
16. Playground Size and Open Area (in square meters or acres): _____
17. Fire Safety Measures:
 - o Fire Extinguishers Installed: Yes ☐ / No ☐
 - o If yes, number of fire extinguishers: _____
 - o Date Last Checked: _____
18. Number of Sand Buckets Installed: _____
19. Evacuation Drills:
 - o Organized: Yes ☐ / No ☐
 - o If yes, last date conducted: _____
 - o Number of participants: _____



EMERGENCY MANAGEMENT PLAN CHECKLIST

Name of University & Location: DAYANANDA SAGAR UNIVERSITY, B'LORE

Date: _____

| No. | Checklist Item | Yes | No |
|-----|--|--------------------------|--------------------------|
| 1 | Have all emergency contact numbers been verified with the relevant departments and authorities? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2 | Are emergency contact numbers prominently displayed in the Principal's / Vice-Chancellor's office? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3 | Does the plan clearly outline procedures for reporting emergencies to government services and the appropriate education authorities? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4 | Have potential risks within and up to one kilometre from the University campus been identified? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5 | Does the plan clearly specify the University evacuation procedures? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6 | Are the roles and responsibilities of key personnel clearly defined, including task force/team leaders, faculty, administrative staff, and students? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7 | Are staff responsibilities for accounting for and supervising students and staff during and after an emergency clearly described? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8 | Does the plan include measures for the protection and safety of younger or more vulnerable students? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9 | Does the plan address the needs of students with physical, mental, or medical challenges? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10 | Does the plan describe how the Disaster Management (DM) team will be trained? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11 | Does the plan include a calendar for scheduled mock drills and training exercises? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12 | Has the plan been reviewed and endorsed by local police, fire services, or other relevant authorities? | <input type="checkbox"/> | <input type="checkbox"/> |

