

Shree Gadhawa Rural Municipality
Gadhawa Deukhuri Dang
Province 5, Nepal
(Local level Flood contingency Response plan matrix)

Time	Response Activities	Responsible	Condition of work completion
0 -1 day	Coordination for basic search and rescue team mobilization in effected area. ➤ Mobilization of Search and Rescue Team	Local Disaster Management Committee Gadhawa, Nepal Army, Area Police Office Gadhawa, APF, Community Disaster Management Committee.	
	Task Group Mobilization ➤ Search, Rescue and First Aid team	Nepal Red Cross Society Gadhawa Sub Chapter, CDCRC	
	Request to the province and Headquarter	Local Disaster Management Committee Gadhawa, District Disaster Management Committee.	
	Evacuate the effected families to the safe evacuation site.	Local Disaster Management Committee Gadhawa, CDCRC	
	Mobilize the First Aid and Ambulance Services	Gadhawa RM Health Sectors, NRCS Gadhawa Sub Chapter Ambulance Management Committee.	
	Record the displaced families and effected location with coordinate local ward and rural municipalities.	Local Disaster Management Committee, Local Emergency Operation Centre.	
	<u>Conduct Emergency Meeting of Local Disaster Management Committee</u> ➤ <u>Appoint the Disaster Focal Persons.</u> ➤ <u>Activate the Early warning system</u> ➤ <u>Activate the local emergency operation Centre as the local guideline.</u>	Gadhawa Rural Municipality Chairman	
	Coordinate with different clusters	All local clusters representatives.	
	Conduct Initial Rapid Assessment	Local Emergency Operation Center Gadhawa, NRCS Gadhawa SC, Area Police Office Gadhawa	
	Mobilize the Initial Rapid Assessment	Chairman, LDCRC	

	Team		
	Publish notice and disseminate information about the conducted response, relief and other public notices.	Local Emergency Operation center Gadhawa, Local news agency.	
	Distribute the ready to eat item as to the displaced families.	Gadhawa Rural Municipality.	
	Distribute tarpaulin for displace families for manage the shelter.	Gadhawa Rural Municipalities. NRCS Gadhawa SC, Technical Sectors of Local RM.	
	Report to the DEOC / PEOC/ NEOC about the situation of the response activities.	Local Emergency Operation Centre Gadhawa.	
Day 2	Publish the weather forecast regularly.	Local Emergency Operation center Gadhawa. Gadhawa weather station, Local news agencies.	
	Mobilize the Community Based Emergency Response Team, District Disaster Response Team	NRCS DC, Gadhawa SC, CDCRC	
	Manage the relief distribution with follow one door system with coordinate different stakeholders.	Local Emergency Operation Centre Gadhawa.	
	Support required foods and drinking water	Local and District Disaster management committee, Gadhawa Chamber of commerce office.	
	Support and manage non-foods materials for displaced families.	Nepal Red Cross Society Gadhawa Sub Chapter and District Chapter.	
	Finalize the Initials Rapid Assessment Data and coordinate for ACT team mobilization to the NEOC.	Local Emergency Operation Centre Gadhawa and District Emergency Operation Centre Dang	
	Prepare temporary shelter for displaced families.	Local Disaster Management Committee, Technical sectors of Gadhawa RM, NRCS Gadhawa SC	
	Provide search and rescue service to the victims and support necessary relief services as following minimum norms.	Local Disaster Management Committee Gadhawa.	
	Manage the injure and sick persons to	Gadhawa Health Sectors, All Health	

	support free treatment services.	post of Gadhawa RM.	
	Organised meeting of CRRT groups and mobilized them.	Local Disaster Management Committee, Gadhawa	
	Organized clusters meeting.	All the leading stakeholders of local levels.	
	Report all the conducted response activities, facing problems and the situations to the DEOC / PEOC / NEOC.	Local Emergency Operation Centre Gadhawa.	
तेश्रो दिन Day 3	Broadcast PSA related to weather for caste	Local and district emergency operation centre\ Department of hydrology and metrology field office\ mass media	
	Management of Dead body according to dead body management directory and financial support to their families. Make more effective to relief distribution work	Local disaster risk management committee and district disaster risk management committee	
	Provide basic health facilities and surveillance to the most vulnerable people	Health Department of the Rural Municipality and district health office	
	Violence may take place so, provide special care and protection to children, senior citizen, People with disability in the affected area.	GESI department of Gadhuwa Rural Municipality, stakeholders working in the sector of protection.	
	Distribute food and non-food relief items, micro nutrients, children vitamins and nutrients food	Gadhuwa Rural Municipality, Nepal Red cross society Gadhuwa sub chapter, District health office and related stake holders.	
	Organize respective sectorial meeting	Sectorial head of all respective sector in Gadhuwa Rural Municipality	
	Organize meeting of local disaster risk	Chairperson of Rural Municipality	

	management committee.			
	Inform DEOC\PEOC\NEOC about disaster response activities.	Local emergency operating centre, Gadhuwa.		
Day 4	Broadcast PSA related to weather for caste	Local and district emergency operation centre\ Department of hydrology and metrology field office\ mass media		
	Continue relief distribution activities	Local Disaster risk management committee.		
	Continue WASH and sanitation activities	Gadhuwa Rural Municipality\ Gadhuwa WSC		
	Repair the roads that are damaged by the disaster and continue the movement.	Gadhuwa Rural Municipality technical Department.		
	Support cash and other materials to the affected households according to the norms of Nepal Government	Gadhuwa Rural Municipality, District disaster risk management committee.		
	Collect and manage the dead body of animals	Gadhuwa Rural Municipality		
	Organize respective sectorial meeting	Sectorial head of all respective sector in Gadhuwa Rural Municipality		
	Inform DEOC\PEOC\NEOC about disaster response activities.	Local emergency operating centre, Gadhuwa.		
	day 5	Broadcast PSA related to weather for cast	Local and district emergency operation centre\ Department of	

		hydrology and metrology field office\ mass media	
	Manage additional relief packages where there is not available	Gadhuwa Rural Municipality and District disaster risk management committee	
	Availability of electricity and communication service in hospital, Health centre, school and internal displaced people	Nepal Electricity office Nepal Telecom office	
	Coordinate and manage additional relief packages	Local disaster management committee, Gadhuwa	
	Organize respective sectorial meeting	Sectorial head of all respective sector in Gadhuwa Rural Municipality	
	Organize meeting of local disaster risk management committee.	Chairperson of Rural Municipality	
	Inform DEOC\PEOC\NEOC about disaster response activities.	Local emergency operating centre, Gadhuwa.	
Day 6	Broadcast PSA related to weather for caste	Local and district emergency operation centre\ Department of hydrology and metrology field office\ mass media	
	Coordinate and manage additional relief packages	Local disaster management committee, Gadhuwa	
	Organize meeting of local Sectorial head	all the cluster head of the local level	
	Organize meeting of Local disaster risk	Chairperson of Gadhuwa Rural	

management committee.	Municipality.	
Inform DEOC\PEOC\NEOC about disaster response activities.	Local emergency operating centre.	
Organize respective sectorial meeting	Sectorial head of all respective sector in Gadhuwa Rural Municipality	
Coordinate and manage additional relief packages	Local disaster management committee, Gadhuwa	
Maintain hygienic and gender friendly environment to the vulnerable people.	GESI Department of Gadhuwa Rural Municipality	
Distribute non- food relief items	Nepal Red Cross Society Gadhuwa sub chapter\ Gadhuwa Rural Municipality.	
Organize meeting of local disaster risk management committee.	Chairperson of Gadhuwa Rural Municipality.	
Monitor and prepare report about actions on humanitarian response and recovery.	Local emergency operating centre, Gadhuwa.	
Inform DEOC\PEOC\NEOC about disaster response activities.	Local emergency operating centre, Gadhuwa.	
Activate MIRA\CSDA tools 2072 as per need.	District disaster risk management committee, sectorial areas and related stake holders.	
Entry data of effected families, issue identity card	Gadhuwa Rural Municipality\ Local disaster risk management committee	
Broadcast PSA related to weather for caste	Local and district emergency operation centre\ Department of hydrology and metrology field office\ mass media	
Organize sectorial meeting	All the cluster head in Gadhuwa Rural Municipality.	
Organize meeting of local disaster risk management committee.	Chairperson of Rural Municipality	

	Coordinate and manage for additional relief packages	Gadhuwa Rural Municipality, Local and district disaster risk management committee.	
	Maintain hygienic and gender friendly environment to the vulnerable people.	GESI Department of Gadhuwa Rural Municipality	
	Distribute additional Non- food relief item	Gadhuwa Rural Municipality, Nepal Red Cross Society.	
	Manage additional camp	Gadhuwa Rural Municipality, Nepal Red Cross Society and other stake holders	
	Monitor and prepare report about actions on humanitarian response and recovery.	Local Disaster Risk Management committee Gadhuwa	
	Inform DEOC\PEOC\NEOC about disaster response activities.	Local Disaster Risk Management committee Gadhuwa	
	Management of dead body.	Local and district disaster management committee.	
	Management of dead body of animals	livestock department of Gadhuwa Rural Municipality	
	Collect and coordinate data for Multi sector initial rapid assessment	Local Disaster Risk Management committee. Respective department of the Rural Municipality, Related Stake holders and local emergency operating center.	
	Distribute Food items	Gadhuwa Rural Municipality and related stakeholders	