HIGH COURT OF DELHI: NEW DELHI
(CARETAKING BRANCH)

No. 317 /Security/Caretaking/DHC
Dated: 02.02.2026

CIRCULAR

It is circulated for information of all concerned that Hon'ble the Chief Justice, on the recommendations of Hon'ble Committee to Conduct Audit of Existing Rules and Measures : (i) to make recommendations regarding security and disaster management of Delhi High Court and all the District Courts; (ii) to propose draft rules; (iii) to examine existing rules on the issues and suggest amendments, has been pleased to approve Disaster Management Action Plan as furnished by the authorites of PWD for this Court.

The Disaster Management Action Plan is attached herewith for information and necessary compliance by all.

Further, Post Disaster Evacuation Plan for this Court and Do's and Don'ts for evacuation in case of emergency evacuation for fire, earthquake, bomb explosion, bomb threats etc. are given at page no. 59 and 60 of said Disaster Management Action Plan. In case of any contingency, the same may be followed.

(SHAMEEM AHMAD)
JOINT REGISTRAR

Endst. No. 318 - 28 /Security/Caretaking/DHC Dated: 02.02.2026

Copy forwarded for information and necessary action to:-

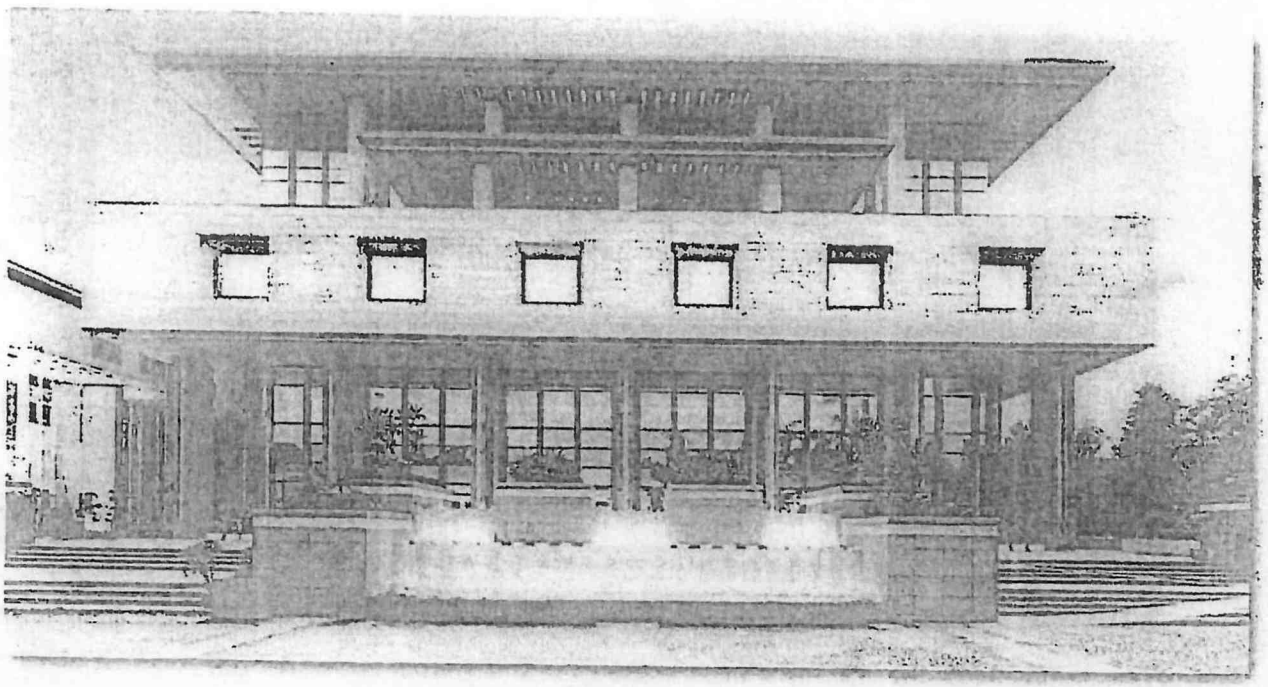
1. The Hony. Secretary, Delhi High Court Bar Association, New Delhi.
2. The Secretary, Delhi High Court Legal Services Committee, 35-37, L.C.B-I, Delhi High Court, New Delhi.
3. The Coordinator, Delhi International Arbitration Center, Delhi High Court, New Delhi.
4. The Secretary, Delhi High Court Mediation Center, Delhi High Court, New Delhi.
5. Registrar-cum-Secretary to Hon'ble the Chief Justice, Delhi High Court, New Delhi.
6. Joint Registrar-cum-P.A. to Registrar General and all Registrars, Delhi High Court, New Delhi.
7. All Joint Registrars, Deputy Registrars and Assistant Registrars, Delhi High Court, New Delhi.
8. All Private Secretaries with a request to bring the contents of this Circular to the kind notice of Hon'ble Judges.
9. Director (IT) for uploading this circular on website and Intranet of this Court.
10. All AO(J)s, Court Masters, Private Secretaries, Delhi High Court, New Delhi.
11. Notice Board.

Submitted for approval.
Registrar (I.T)
02/02/2026

(RAJESH KUMAR)
DEPUTY REGISTRAR

Be uploaded.
Dir (IT)
AO (IT Cell)
SD 03/02/2026
02/02/26
02/02/2026

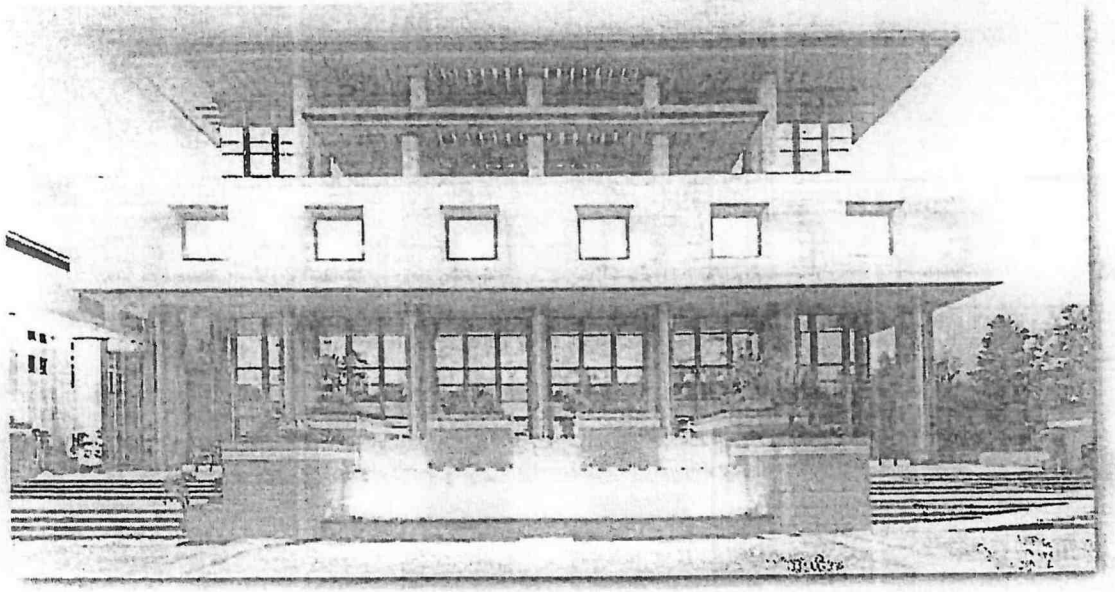
HAZARD RISK VULNERABILITY ASSESSMENT
DELHI HIGH COURT COMPLEX
NEW DELHI, INDIA



Shershah Road, Justice SB Marg
New Delhi-110003, India

DRAFT DISASTER MANAGEMENT ACTION PLAN DELHI HIGH COURT

NEW DELHI, INDIA



Delhi High Court
Shershah Road, Justice SB Marg
New Delhi-110003, India

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Acknowledgement

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Contents

1. Introduction

1.1 Background

India is among the ten most disaster-prone countries of the world on account of its unique geo-climatic and socio-economic conditions. The country ranks 31 out of 191 countries in the INFORM Risk Index (2021) for disasters and humanitarian crises. India's high exposure and vulnerability to disasters means it faces some of the highest levels of disaster risks in the world. Out of the 36 States and Union Territories, 27 are more disaster prone in one way or the other. Almost 58% of landmass is prone to earthquakes of moderate to very high intensity, over 12% of land is prone to floods and river erosion; of the 7,516 km coastline, close to 5,700 km is prone to cyclones and tsunamis, 68% of cultivable area is vulnerable to drought and hilly areas are at risk from landslides and avalanches. As per the Global Climate Risk Index, 2021 India is the 7th most vulnerable country (in terms of fatalities and economic losses) to the extreme weather and climate related events. Moreover, India is also vulnerable to Chemical, Biological, Radiological and Nuclear (CBRN) emergencies and other human induced disasters such as industrial accidents, fires etc.

It is also significant to understand the frequency of occurrence of natural hazards in India. The following figure clearly depicts the average annual natural hazard occurrence in India for the period 1980-2020.

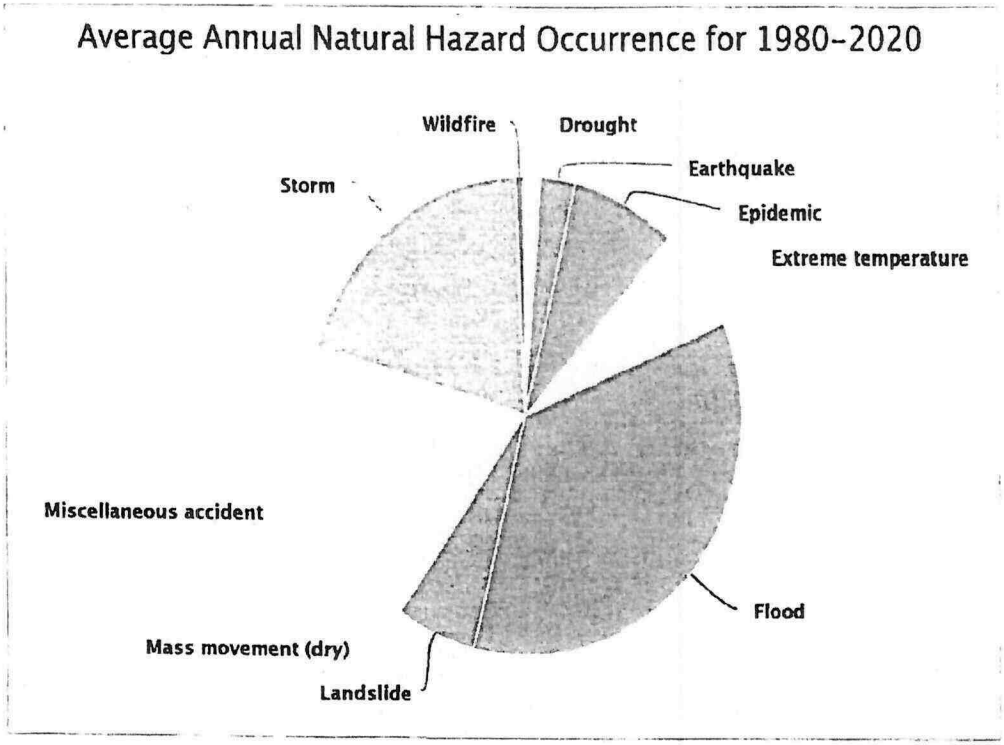


Figure 1.1: Average Annual Natural Hazard Occurrence in India (1980-2020); Source: World Bank Group, 2021

Moreover, disaster risk in India is further compounded by increasing vulnerabilities related to changing demographics, unplanned urbanization, and development within high-risk zones, environmental degradation, climate change, geological hazards, epidemics and pandemics. These factors add to India's

exposure and vulnerability to high impact of disasters and accidents. Hence, India is 44th most vulnerable out of 191 countries as per its vulnerability ranking. Every year large numbers of disasters strike different parts of the country with varying magnitudes causing substantial loss of lives, properties, infrastructures etc. and ultimately economic losses. The World Meteorological Organisation (WMO) in its report 'State of Climate in Asia' reported that India incurred a loss of 87 billion USD (2nd worst in the world after China) in the year 2020 due to natural hazards such as tropical cyclones, floods, droughts etc.

The Vulnerability Atlas of India has identified 199 districts multi hazard prone in India. Districts of Delhi feature among them with 8 out of 11 districts as the most multi-hazard prone districts in the country. According to the National Disaster Risk Index prepared by Ministry of Home Affairs, Government of India with support from UNDP (United Nations Development Programme), Delhi is the most vulnerable Union Territory in the country. Delhi falls under the seismic Zone IV which places it at high risk of seismic activity. Delhi is also highly prone to floods due to flooding of River Yamuna and Najafgarh drain system. Furthermore, flash flooding is an annual phenomenon during rains due to the choked drains and haphazard and unregulated urbanisation in the Delhi NCR. Delhi has also been witnessing an increase in the instances of urban fires (both industrial and residential). By 19 May 2022, Delhi Fire Department had already recorded 2,145 incidents of fire accidents in just 19 days of May this year (the highest since the preceding three years). Furthermore, the population density and structural congestion in Delhi exacerbate its vulnerability to disaster, thereby placing its people under high risk.

Hence, a well-structured and evidence-based Disaster Management Action Plan for all the strategic buildings, institutions and departments becomes absolutely necessary at all levels to prevent and manage high magnitude and levels of risks.

1.2 Rationale of Disaster Management Action Plan for Delhi High Court

The Disaster Management Act, 2005 mandates that every department/ institution in all the States and UTs shall prepare, review and update a Disaster management Plan in conformity with the guidelines laid down by the National Disaster Management Authority (NDMA). In this backdrop, a necessity was felt by the Hon'ble Disaster Management Committee of the Delhi High Court to formulate a Disaster Management Action Plan for the Court Complex.

Also, the global targets under **Sendai Framework for Disaster Risk Reduction** (2015-30) direct the nations to reduce disaster damage to their critical infrastructure. Accordingly, India as a signatory to SFDRR directs the need for the DM plans for critical infrastructure for reduction of disaster risk in National Disaster Management Plan and Guidelines. Critical Infrastructure refers to the systems, networks and assets whose continuous operation is vital for the functioning of community and society. In this regard, Delhi High Court represents one of the most important critical infrastructures for good governance. It forms backbone of many crucial activities related to public service and justice delivery. The court complex should be prepared with appropriate strategies to plan for and respond to hazardous incidents causing damage to lives and properties and subsequently disrupting operation of the court.

1.3 Aim and objectives

Perceiving the strategic location of Delhi High Court in the heart of national capital and its extremely important functional peculiarities, it is essential to formulate a Disaster Management Action Plan for Delhi High Court. The aim of formulating the Disaster Management is to serve as a ready reference for activities

essential for preparedness, mitigation, response and recovery before, during and after disasters. This document aims to be utilised as a reference for preventing and mitigating probable losses from disasters and initiate a culture of safety by installing a mechanism for organised and systematic response to any disaster.

The DM plan shall strive to achieve the following objectives:

i. To make Delhi High Court complex disaster resilient and prepare dealing with any emergency
ii. To ensure the safety of all employees and visitors at the court
iii. To assess risk and vulnerability of the institution to different hazards
iv. To make hazard specific response plan and establish a mechanism for better coordination for disaster response with local authorities and other emergency services.
v. To identify and suggest mitigation measures for various structural and non- structural hazards.
vi. To train and build awareness among Court staff, Advocates and other stakeholders of the court about disasters.
vii. To formulate proper evacuation plan for emergency situations
viii. To protect vital information and records
ix. To establish roles and responsibilities of the Hon'ble Disaster Management Committee of DHC
x. To ensure a minimum level of on-site preparedness at the court complex
xi. To safeguard and make available vital materials, supplies and equipment to ensure the safety and recovery
xii. To ensure quick recovery to continue regular and essential operations at an acceptable pre-defined level.

1.4 Scope of the document

The plan pertains to the Delhi High Court complex and all its units situated at the Sher Shah Suri Marg in New Delhi. It covers all phases of disaster management. i.e.

I. **Pre-disaster phase**
   i. Prevention
   ii. Preparedness
   iii. Mitigation
II. **Post- disaster phase**
   i. Response
   ii. Recovery

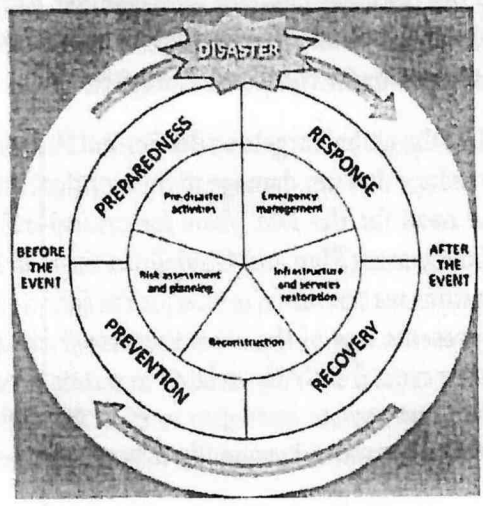


Figure 1.2: Phases of Disaster management cycle, Source: Eldrej, 2017

1.5 Approach

The Delhi High Court Disaster Management Action Plan is based on a holistic multi-hazard oriented proactive approach. The plan attempts to forecast and assess risk in the pre- disaster phase (peace/ normal

time) and accordingly capacitate and strengthen the systems that can not only withstand the impact of disasters but continue to function smoothly, thereafter. This Action Plan has been prepared in accordance with the Disaster management Act (2005), National Policy on Disaster management (2009), National Disaster Management plan (2019) and other relevant guidelines by National and State Disaster Management Authority.

1.6 Delhi High Court

Delhi High Court is situated at Shershah Road, Justice SB Marg, New Delhi with geographical coordinates 28.6090°N 77.2361°E that falls under the Central Delhi District. The working time of the Delhi High Court is from Monday to Saturday between 10 am to 5.30 pm.

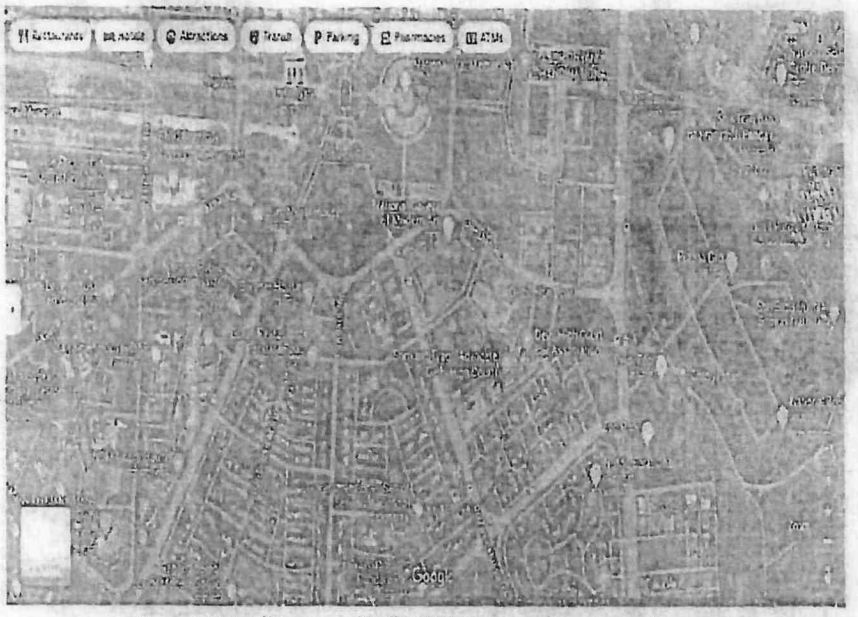


Figure 1.3 Satellite view of Delhi High Court and its surrounding area

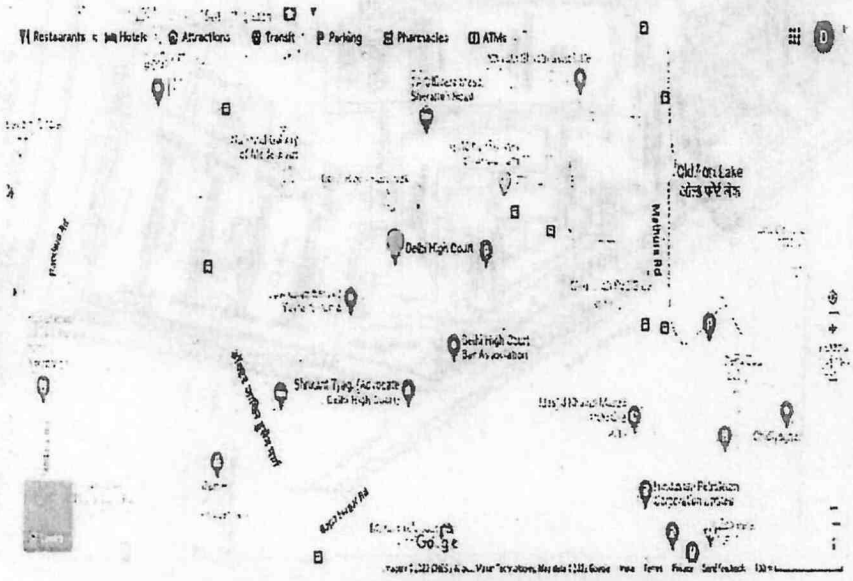


Figure 1.4 Aerial map of Delhi High Court Complex and surrounding area

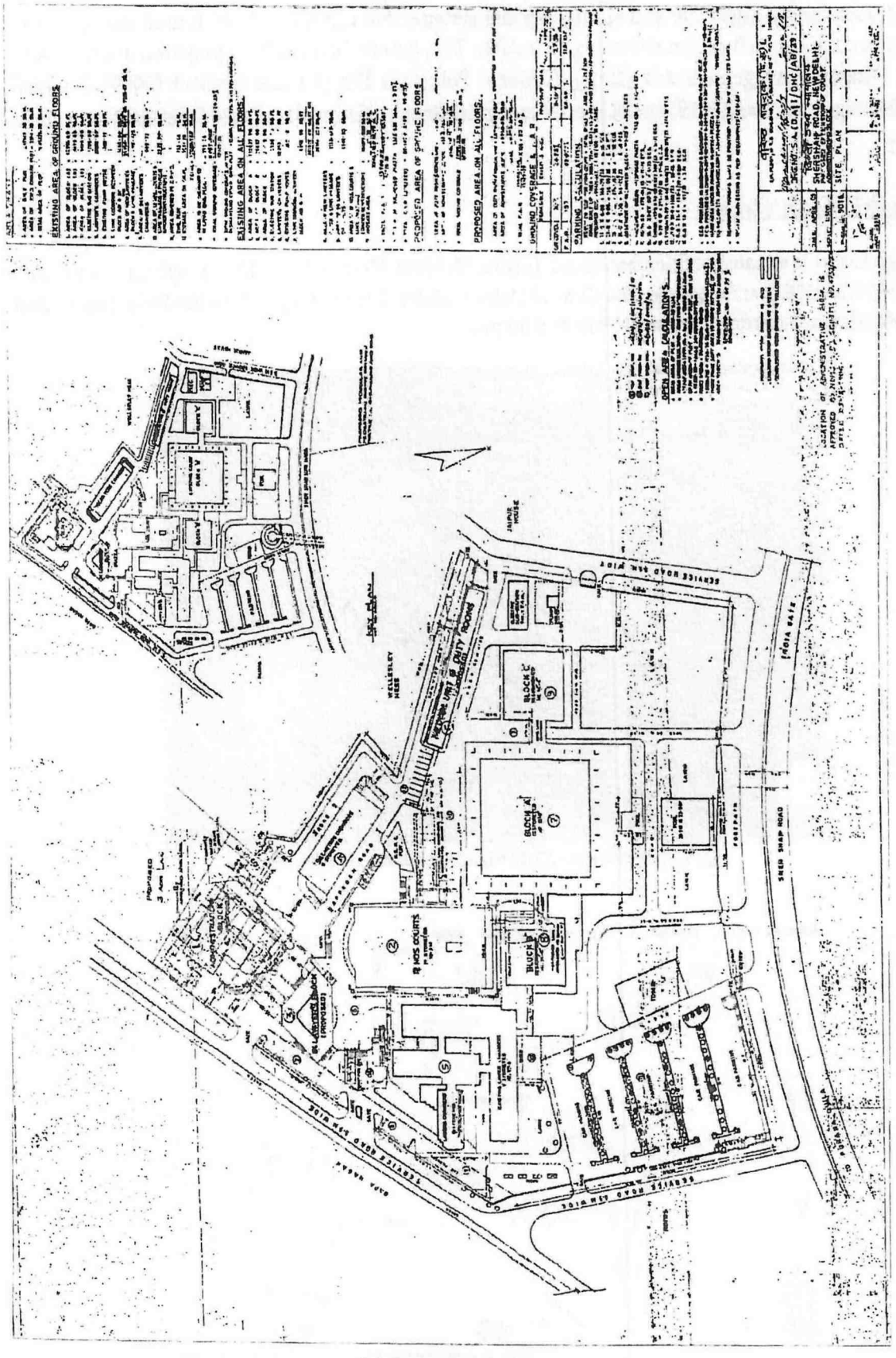


Figure 1.5: Layout of the Delhi High Court Complex

As on 24th April, 2023, the current Chief Justice of Delhi High Court is Hon'ble Mr. Justice Satish Chandra Sharma. In addition, there are 44 sitting judges in Delhi High Court leading various division and single benches.

The location of DHC is considered to be of historical importance as parts of the high court complex falls in the regulated zone of the Sher Shah Gate and Khairul Manzil, the two-16th century heritage structure built in the vicinity of Delhi High Court. In the close proximity of DHC complex, there exist famous historical remains of Purana Qila considered to be one of the oldest forts in Delhi. One of the historical relics also existed in the complex of DHC which is currently under the jurisdiction of Muslim Waqf Board.

1.6.1 Historical Background

In the historical kaleidoscope, Delhi High Court (DHC) has undergone glorious phases of establishments and functioning. The system of justice for the people of Delhi was established way back in 1882 when the High Court of Judicature was established at Lahore with its jurisdiction over Punjab and Delhi. It continued functioning until 1947 when India got partitioned after the independence and thereafter, Section 9 of the Indian Independence Act, 1947 passed High Court Punjab Order, 1947 that established a new high court for the province of East Punjab with effect from 15th of August 1947 that started functioning from Shimla (Peterhoff Building). Hereinafter, the High Court of Punjab (as renamed later) shifted to Chandigarh concurrently with the shifting of the secretariat of the Punjab Government in 1954-55.

In view of the growing demands of a separate Circuit Bench of Punjab High Court for the territory of Delhi, a circuit bench for Delhi was constituted in 1952 at 15 Rajpur Road, Delhi. Later on, with the increasing number of cases in Delhi, the circuit bench functioning at Delhi proved to be inadequate, therefore, intellectuals, political thinkers and common people of Delhi started pressing the demands for establishing a separate high court in Delhi. Considering the aspirations of the citizens of Delhi, the then Chief Commissioner of Delhi suggested to the Ministry of Home Affairs, Government of India to establish a separate high court for Delhi with jurisdictional control over the Union Territory of Himachal Pradesh for ensuring proper supervision and control over the judiciary. The then Chief Justice of India Shi B P Sinha also recommended to the Home Minister of India to concede upon suggestions made by the then Chief Commissioner of Delhi.

Perceiving the importance of Delhi in terms of population and other considerations, finally after long debates and discussions, the Parliament of India enacted Delhi High Court Act, 1966 through which the Delhi High Court was established in Delhi on 31st October 1966 having jurisdiction over both Union Territory of Delhi and Himachal Pradesh. The Court started functioning since then from 4 Maulana Azad Road, having Hon'ble Chief Justice Mr. Justice K S Hegde along with Hon'ble three judges. However, the Himachal Pradesh bench of Delhi High Court was still positioned at Shimla (Ravenswood) until 1971 when after the state of Himachal Pradesh Act, 1970 came into existence on 25th of January 1971, the Himachal Pradesh attained statehood followed by the establishment of its own High Court with headquarter at Ravenswood, Shimla.

In 1967, DHC shifted to Travancore House on Kasturba Gandhi Marg and then again shifted to Patiala House, New Delhi. On 4th November,1968, the foundation stone of its current complex at Shershah Road was laid by the then President of India Dr. Zakir Hussain. The building was completed in 1976 and was inaugurated on 25th September, 1976 by the then President Shri Fakhruddin Ali Ahmed. Since then, several expansions in the complex have been done and additional buildings such as Lawyers' Chamber Blocks, Administrative Block, 'C' Block, 'S' Block etc. came into existence gradually.

1.6.2 Delhi High Court- Infrastructure

The total area of Delhi High Court complex is approximately 103660.25 square metres and the built-up area is 103886.4 square metres. The complex has 11 number of buildings namely:

Table 1.1: Buildings in the Delhi High Court Complex

Sr. No.	Name of the building	Number of storeys
1.	A' Block (Main Building)	B1+G+2
2.	Extension Block	B1+G+3
3.	C Block (New Court Block)	B1+B2+G+4
4.	B Block	G+2
5.	Lawyers Chamber Block I (Old Block)	G+4
6.	Lawyers Chambers Block I (54)	G+4
7.	Lawyers Chambers Block II	B1+ G+4
8.	Lawyers Chambers Block III	B1+ G+7
9.	Medical Unit	B1+ G+3
10.	Administrative Block	B1+B2+G+7
11.	S'Block	B1+B2+B3+G+7
12.	Ancilliary Block	B1+G+4
13.	Pass Connter	G

The oldest known buildings in the complex of DHC are Block A and Block B built in 1976. While block A holds 2 court rooms at DHC, block B accommodates other facilities such as Canteen; Filing Office; Record Room etc. Block C is a 4 storeyed building constructed in 2017. It has 15 court rooms. The premises of Delhi High Court have 60 functional court rooms out of which 23 rooms are in block A, 12 are in the extension block, 15 in new court building (Block C) and 9 in JR Court. There are two conference halls in DHC- one larger with seating capacity of 40 and another with a seating capacity of 20. The second floor of B block hosts a large library that is considered as an invaluable knowledge and resource centre for judges, researchers and other officers. The library has a huge collection of important and rare books, publications, journals, magazines etc.

DHC complex has the total of 12 gates for accessing the court complex, however, only 9 gates are currently operational. Out of 12 gates, the gate number 1 is used for the movement of Hon'ble Judges, whereas gate number 4 (entry), 5 & 10 (exit), 7, 9, 11 & 12 (vehicle entry as well), and gate number 8 is used for daily movement of advocates and the general public.

The filing centre of DHC is the first area of interface between litigants and the registry section of DHC that facilitates registration of cases before the courts. The e-filing system adopted at DHC since 25th October, 2013 has reduced the burdens of physical files in various offices of DHC.

The Lawyers' Chamber Blocks (LCBs) spread across three buildings known as LCB-I, LCB-II and LCB-III. These accommodate practicing advocates of DHC. LCB-I accommodates 275 chambers, whereas its annexe block has 54 chambers. Both are 5-storeyed buildings with total built up areas of 9200 square metres

(LCB-I) and 1900 square metres. (LCB extension) respectively on all floors. LCB-II has 96 chambers. It has the total built up areas of 5316 square metres on all floors. LCB-III was added in the year 2009 consisting of 84 chambers. It is an 8-storeyed building with total built up areas of 4563 square metres on all floors. The construction of new extension block is also underway.

With the growth of court activities at DHC and the gradual influx of court staffs/officers/advocates/litigants and concerned people in the campus, DHC, under the supervision of Delhi Metro Rail Corporation Ltd., has constructed a state-of-the-art multi-level underground car parking system. This facility was inaugurated on 30th May, 2012 by the then Chief Minister of Delhi Smt. Shiela Dixit.

Delhi High Court complex also has a fully dedicated "Delhi High Court Mediation and Conciliation Center (Samadhan)" and a "Delhi International Arbitration Center". Upon the recommendations of Delhi High Court, the Government of NCT of Delhi has established a Medical Health Care Unit in the complex that caters to various health care requirements of court staff, lawyers, judicial fraternity and general people. The medical centre is equipped with all the essential facilities taking care of all the emergency situations such as diagnostic tests, pathological/clinical tests /ENT and physiotherapy units, dental treatments facilities etc. The alternate system of medicines viz. Homoeopathic and Ayurvedic treatments are also available in the centre. Significantly, the medical unit of Delhi High Court played exemplary role in providing first aid to the unfortunate victims of Bomb Blast in DHC premises on 7th September, 2011 that saved many lives.

2. Institutional Framework of Disaster Management

2.1 Disaster Management Mechanism in India

As per the Disaster Management Act, 2005 and the recommendations of the Finance Commission, the primary responsibility of Disaster Management rests with the State Government. In addition, the Disaster Management Act has also put institutional mechanisms in place at Centre, State, District and local level that shall support the State to manage disasters. The Act mandates the State Governments to undertake measures for preparing State DM plans, integration of measures for prevention of disasters or mitigation into State development plans, allocation of funds, establishment of early warning systems and to assist the Central Government and other agencies in various aspects of Disaster Management.

2.2 National Level Framework

2.2.1 Background

In India, before 2003, the responsibility of disaster management laid with the Ministry of Agriculture, Government of India. After the large-scale destruction during the Latur Earthquake (1993) and the Orissa Super Cyclone (1999), the Government of India set up a High Powered Committee (HPC) on Disaster Management in August 1999 under the chairmanship of Mr. J C Pant for drawing recommendations on the preparation of Disaster Management Plans and need for an institutional framework for disaster management in the country. This committee was the first attempt towards a systematic and comprehensive approach of disaster management in the country. After the Bhuj Earthquake (2001), a National Committee on Disaster Management was also constituted. HPC submitted its report in October 2001 and recommended for the establishment of a separate disaster management institutional structure and enactment of a suitable law for institutionalizing disaster management in the country. In the year 2003, the responsibility of Disaster Management was transferred from the Ministry of Agriculture to the Ministry of Home Affairs, Government of India. Then, the Indian Ocean Tsunami of 2004 acted as a triggering factor leading to the enactment of the Disaster Management Act, 2005. Hence, a multi-level disaster management framework emerged in India. The present setup is multi-stakeholder involving various ministries, departments and administrative bodies which function at the four levels i.e., centre, state, district and local in the country. This led to a paradigm shift from a rather reactive to a proactive disaster management system in India wherein a 360-degree approach towards all phases of disaster management cycle (before, during and after) has been adopted.

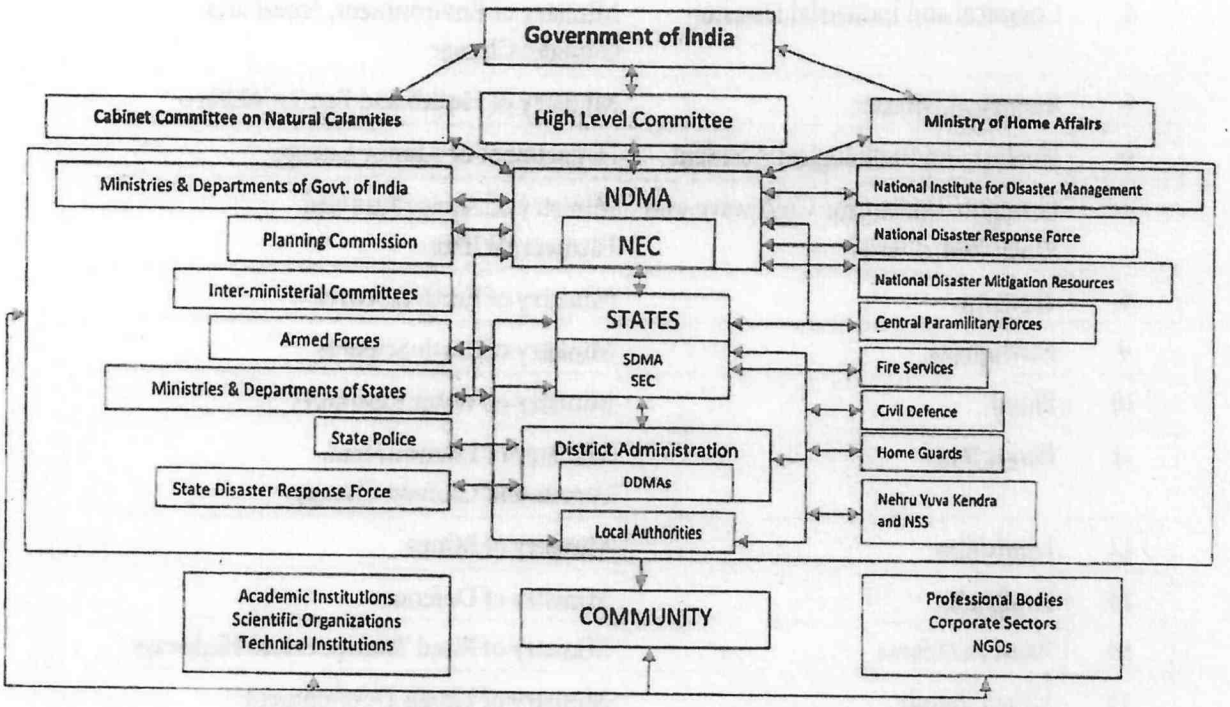
2.2.2 National Disaster Management Authority

In February, 2001 after the Gujarat Earthquake, all Party National Committee recommended creation of the National Disaster Management Authority (NDMA) under the Ministry of Home Affairs, Government of India and thereafter, the entire responsibility of Disaster Management affairs was transferred to MHA from the Ministry of Agriculture, Government of India in June 2002. The Disaster Management Act, 2005 was enacted and notified on December 26, 2005 followed by the constitution of National Disaster Management Authority (NDMA) as the apex agency for Disaster Management in the country. NDMA is headed by the Prime Minister as the chairperson and may have up to 9 members. NDMA lays down policies, plans

and guidelines for all the stakeholders in order to ensure timely and effective disaster risk reduction and response at all levels of governance. NDMA envisions to create an enabling environment for prevention, mitigation and preparedness for disasters and thereby, build a safer and more resilient India. The National Institute of Disaster Management (NIDM) was also constituted under section 42 of DM Act 2005 which is the premier institute for training & capacity building on disaster management in the country.

The following figure depicts the institutional framework of Disaster Management system in the country:

National Disaster Management Structure



In addition to Disaster Management Act 2005, the Government of India has also formulated the National Policy on Disaster Management (NPDM) in 2009. The thrust of this policy is to establish institutional & techno-legal framework for disaster management and mainstreaming the same with development programs, promoting culture of planning & preparedness, encouraging mitigation measures, and ensuring efficient response, relief and reconstruction.

2.2.3 National Disaster Response Force (NDRF)

As per the Chapter 7, Section 44 of DM Act, the National Disaster Response Force (NDRF) was constituted in 2006 for specialized response to critical situations or any disaster. NDRF is the specialist force that responds to natural hazards, human made disasters and CBRN emergencies. Currently NDRF has 12 Battalions located at 12 different locations in the country. Each Battalion has 1150 personnel, comprising 18 specialist teams of 45 members each, to handle any type of disaster. Each team has a Doctor, Technician, Paramedics and Dog Squad etc. NDRF has so far been deployed in approximately 150 operations and has saved hundreds of thousands of lives, within as well as outside the country.

The Government of India has also established the following hazard-specific nodal ministries/ departments to function as leading agencies for specific disasters.

Table 2.1: Type of Disaster /Crisis and the Nodal Central Ministry

S. No.	Disaster	Nodal Ministry /Department
1	Civil Aviation Accidents	Ministry of Civil Aviation
2	Cyclone/ Tornadoes	Ministry of Earth Sciences
3	Rail Accidents	Ministry of Railway
4	Chemical and Industrial Disaster	Ministry of Environment, Forest and Climatic Change
5	Biological Disaster	Ministry of Health and Family Welfare
6	Nuclear and Radiological Accident	Department of Atomic Energy
7	Drought/ Hailstorm/ Cold wave and Frost/ Pest Attack	Ministry of Agriculture and Farmers Welfare
8	Tsunami	Ministry of Earth Sciences
9	Earthquake	Ministry of Earth Sciences
10	Flood	Ministry of Water Resources
11	Forest Fire	Ministry of Environment, Forests and Climate Change
12	Landslides	Ministry of Mines
13	Avalanche	Ministry of Defence
14	Road Accidents	Ministry of Road Transport and Highways
15	Urban Floods	Ministry of Urban Development

(Source- Ministry of Home Affairs, GoI)

2.2.4 National Advisory Committee

The Section 7 of Disaster Management Act, 2005 deals with the formation of National Advisory Committee (NAC), that is constituted under the supervision of Chairperson of NDMA. The committee includes experts, scientists and researchers having practical experience of disaster management at the national, state or district level. The committee prepares research-based recommendations on different aspects of disaster management and also gives advice to NDMA regarding formulation of various policies at central and state level.

2.2.5 National Executive Committee

Under Section 8 of the Disaster Management Act, 2005, the Central Government has constituted a **National Executive Committee** (NEC) to assist the National Disaster Management Authority (NDMA) in discharging its functions and also to ensure compliance of the directions issued by the Central

Government. NEC comprises of the Union Home Secretary as Chairperson and Secretary level officers of the Government of India in the ministries/ departments of Agriculture, Atomic Energy, Defence, Drinking Water Supply, Environment and Forests, Finance (expenditure), Health, Power, Rural Development, Science and Technology, Space, Telecommunication, Urban Development, Water Resources and the Chief of the Integrated Defence Staff of the Chiefs of Staff Committee, as members.

2.2.6 High Level Committee (HLC)

The High Level Committee is comprised of the Union Finance Minister as the Chairman and the Union Home Minister, the Union Agriculture Minister and the Deputy Chairman of Planning Commission as members. The Vice Chairman, NDMA is the special invitee to HLC. Under this, in case of calamities of severe nature, Inter-Ministerial central teams are deputed to the affected states for assessment of damage caused by the calamity and the amount of relief assistance required. The National Calamity Contingency Fund (NCCF) which was created in 2000-01 by the Government of India with an objective of providing assistance to disaster affected states has been merged with National Disaster Response Fund since 2010, is now operated under HLC.

2.2.7 National Crisis Management Committee (NCMC)

The National Crisis Management Committee is headed by the Cabinet Secretary of the Government of India. NDMA is mandated to deal with all types of disasters, whereas, such other emergencies of national level including those requiring close involvement of the security forces and/or intelligence agencies like terrorism, law and order situation, serial bomb blasts, hijacking, air accidents, CBRN etc. are handled by NCMC. It is supported by the Crisis Management Groups (CMG) of the Central Nodal Ministries and assisted by NEC as and when necessary. The Crisis Management Group is headed by the Central Relief Commissioner.

2.3 State Level Institutional Framework

As indicated by the Disaster management Act, 2005 and the recommendations of the Finance Commission, the responsibility for Disaster Management in India is mainly vested in the domain of State Government whereas the central government plays a supporting role. DM Act 2005 provides mandate and responsibility of State Governments and Administrators of Union Territories.

2.3.1 State Disaster Management Authority (SDMA)

Under Section 14 of DM Act, 2005, all state governments are to establish a State Disaster Management Authority (SDMA), having Chief Minister of the state as its Chairperson. Vice Chair Person and members are nominated by Chair Person of SDMA for a period of five years. Under section 28 of DM Act, it is to ensure that all the departments of the State prepare disaster management plans as prescribed by the National and State Authorities. SDMA lays down policies and plans for DM in the state. It also coordinates the implementation of the state plan, recommend provision of funds for mitigation and preparedness measures and review the developmental plans of the different departments to ensure the integration of prevention, preparedness and mitigation measures. The State Disaster Mitigation Fund is available with SDMA.

2.3.2 State Executive Committee

To assist and support SDMA, the concerned state governments constitute a State Executive Committee (SEC) under Section 22 of Disaster Management Act, 2005. The Chief Secretary of the state government is the Chairperson of SEC. The main role of the committee is to prepare the State Disaster Management Plan. SEC is also involved in taking up and supervising relief and rescue operations at the time of disaster and in disseminating information about any impending disaster. At the state level, the Calamity Relief Fund (CRF) is replaced by State Disaster Response Fund (SDRF) constituted under Section 48 (1a) of DM Act, 2005 and is available to the State Executive Committee.

2.4 District Level Framework

At the district level, the District Disaster Management Authority (DDMA) is constituted under Section 25 of the Disaster Management Act, 2005. The Chairperson of DDMA is the District Collector or District Magistrate or Deputy Commissioner as the case may be, with the elected representative of the local authority as an ex officio co-Chairperson. The DDMA acts as the planning, coordinating and implementing body for disaster management at the district level. It also prepares the District Disaster Management Plan. The District Disaster Response Fund and District Disaster Mitigation Fund is available with the DDMA.

2.5 Delhi High Court Level Framework

Evidently based on the above institutional framework at the State level, it is extremely essential for the institutions of strategic importance like the Delhi High Court to formulate a structured Disaster Management Action Plan for effectively dealing with emergency that may be presented by a disaster event.

The Disaster Management system at Delhi High Court works in close coordination with Delhi Disaster Management Authority (DDMA) at state level under the Government of NCT of Delhi. DHC is located in Central Delhi district, hence, it also falls under the area of the District Disaster Management Authority, New Delhi at district level. As on 17th March, 2022, as per the Endst. No. 4387-4394/Estt.lE-I/DHC, the following committee has been constituted under the chairmanship of the undermentioned Hon'ble judges of the Delhi High Court and other members:

Table 2.2: Hon'ble Delhi High Court Disaster Management Committee

Chairpersons			
1.	Hon'ble Mr. Justice Siddharth Mridul	4.	Hon'ble Mr. Justice Amit Mahajan
2.	Hon'ble Mr. Justice Suresh Kumar Kait	5.	Hon'ble Mr. Justice Anish Dayal
3.	Hon'ble Mr. Justice Chandra Dhari Singh		
Members			
1.	Mr. J P Singh, Sr. Advocate		
2.	Mr. Chetan Sharma, ASG, (Ex. Officio Member)		
3.	Mr. Abhijit, Advocate, Hon'ble Secretary, HCBA (Ex. Officio Member)		
4.	Director General, Intelligence Bureau, New Delhi or their nominee		

5.	Executive Director, National Institute of Disaster Management, New Delhi or their nominee
6.	Deputy Inspector General, National Disaster Response Force, New Delhi or their nominee
7.	Senior Expert to be nominated by the Director General, National Investigating Agency, New Delhi
8.	Senior Expert to be nominated by the Director General, Central Industrial Security Force, New Delhi
9.	Senior Expert to be nominated by the Commissioner of Police, New Delhi
10.	Chief Fire Officer, Delhi Fire Service, New Delhi or his nominee
11.	Registrar General, Delhi High Court

2.5.1 Functions of the Hon'ble Delhi High Court Disaster Management Committee

i. To ensure over all supervision, monitoring and evaluation of all disaster risk reduction activities in the court complex

ii. Ensure staff participation in all safety activities

iii. To create on-site emergency teams at the court complex

iv. To allocate activities pertaining to mitigation, preparedness etc. to personnel(s)

v. To conduct audit of existing rules and measures to make recommendations regarding security and disaster management of Delhi High Court and all the district courts

vi. To ensure compliance of regular DRR activities such as mock drills, replacement of expired/ damaged equipment, training and capacity building of staff and personnel etc.

vii. To ensure periodic review of the DM Action Plan and update it.

viii. Implementation and execution of safety practices.

ix. Facilitation for preventive and mitigation measures in the buildings

x. Create and supervise purchase committees for procuring safety equipment and material

xi. Coordination with the Delhi Disaster management Authority and District Disaster management Authority, New Delhi and other line departments in the district.

2.6 Recommendations for Delhi High Court Disaster Management Committee

It is of paramount importance that the critical and strategic institutions like the Delhi High Court have a robust, holistic and versatile Disaster Management Action Plan so that not only is the impact of disasters minimized but they continue to function smoothly in the event of any crisis situation. In this backdrop, in addition to the above-mentioned roles of the Delhi High Court Disaster Management Committee, the following roles and responsibilities are also recommended to be adopted:

i. Formulate the guidelines and policies on Disaster Management for Delhi High Court and also recommend it for all district courts in the National Capital Territory of Delhi, in accordance with the "NDMA Guidelines for making Disaster Management Plans"

ii. Approve Disaster Management Action Plan of Delhi High Court and District courts in accordance with the guidelines issued by NDMA

iii. Lay down guidelines to be followed by different departments of Delhi High Court to deal with any emergency or disaster situation

iv. Supervise the effective implementation of Disaster Management Action Plan at various departmental level

v. Recommend provision of funds for mitigation and preparedness

vi. Supervise and review effective implementation of Disaster Management Action Plan by different departmental stakeholders

vii. Coordinate Incident Response at the time of and after any disaster /emergency incident including liasoning with various first responders

viii. To adopt best practices on COVID preparedness and safety measures

2.7 Stakeholders for Delhi High Court Action Plan

It is recommended that the following Hon'bles Justice/Judges and officials may be designated as stakeholders in the present Disaster Management Action Plan –

i. The Hon'ble Chief Justice and Hon'ble Judges of Delhi High Court

ii. All Departmental Heads of various wings functioning under the Delhi High Court such as PWD, Fire, Water Supply, Medical, Library, Civil Administration, Traffic etc.

iii. President & Secretary of Delhi High Court Bar Association

iv. Chairperson, District Disaster Management Authority, New Delhi

2.8 Provision of Funds for Delhi High Court Disaster /Emergency Action or Disaster Risk Reduction

As per section 39 of Disaster Management Act-20005, it shall be the responsibility of every department of the state to allocate funds for the provisions of disaster mitigation and preparedness, therefore, Delhi High Court may move the case to the Department of Law, Justice & Legislative Affairs, Government of NCT of Delhi or Delhi Disaster Management Authority for allocation of separate funds for disaster/ emergency management.

3. Hazard Risk Vulnerability and Capacity Analysis

HRVC (Hazard Risk, Vulnerability, and Capacity Assessment) is a vital, scientific procedure that serves as the foundation for all disaster risk management (DRM) planning and programming. It is used to help concerned authorities in identifying risk in their local settings prior to implementing Disaster Risk Reduction (DRR) plans.

HRVCA (Hazard Risk Vulnerability and Capacity Analysis) forms the backbone of a Disaster Management Action Plan. This analysis entails screening of the entire DHC complex with respect to the possible hazards that can occur, vulnerabilities and coping capacities and the cumulative impact of these then helps to calculate the risk the DHC is susceptible to.

RISK = HAZARD X VULNERABILITY/ CAPACITY

Hazards are potentially damaging physical event, phenomenon or human activity that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation. It is vital to think about the severity of the potential consequences of the hazard as it is to think about the frequency or possibility of a hazard event happening. Hazard assessment aids in understanding the potential hazard risks. The susceptibility of a community (or a part of the community i.e., Public Institutions) must be addressed when estimating the severity of a hazard occurrence.

Vulnerability is a complex interaction of social, economic, environmental, cultural and physical factors around us. Accordingly, vulnerability assessment attempts to identify the potential hazards risks and the underlying factors of vulnerability to hazards and climate change. Understanding the community's vulnerabilities to various types of hazards and risks is only one aspect of the risk equation, accurate identification and appraisal of the strengths, attributes and resources that support prompt and robust recovery is also critical.

Risk is the probability of harmful consequences or expected losses (deaths, injuries, property, livelihoods, economic activity disrupted or environment damaged) resulting from interaction between natural or human-induced hazards and vulnerable conditions (HPC Report, 2001).

The probability of hazards and the sensitivity to these hazards make up the risk. People who are more prepared are less susceptible to these associated risks.

Therefore,

Disaster Risk = ∫ (Hazard, Exposure, Vulnerability)

The Delhi High Court is a densely populated place with considerable influx of advocates, litigants and other concerned people visiting the place and thus vulnerable to different kinds of visible and disguised hazards in the premises. Therefore, ensuring safety of all becomes important during any emergency. Thus, HRVC assessment is a vital part of High Court's emergency management planning. An HRVC assessment will focus on the high court's vulnerability to specific threats or hazards, as well as how such vulnerabilities or dangers might be addressed through present capacities and high court's disaster management.

The HRVC Analysis is an amalgamation of the following four factors: -

1. **Hazard** – Potential danger or a threat (human induced or natural). It affects location and demography. Hazards are potential threats which are on threshold status. Example: - Bird Flu, SAARS.

2. **Risk** - The factors which are more prone to accelerate the disaster are known as the risk factors. Example: - Unsecured Electric Transformer in mid of a populous demography.

3. **Vulnerability** – The factors and elements which are affected by hazards. These include People, Topography, and Infrastructure etc. The Hazards when multiplied by risk results into vulnerability. They are further classified in following four categories: -

   a) Economic. b) Social. c) Environmental. d) Physical.

4. **Capacity** - The capability is the reduction of Hazards and risks as well as the potential to handle the disasters. The capability is inversely proportional to vulnerability.

$$\text{Capacity} = 1/\text{Vulnerability}$$

Relationship between hazard, vulnerability and disaster

A disaster happens when a hazard impacts on a vulnerable population and causes damage, causalities and disruption. For instance, an earthquake in an uninhabited desert cannot be considered a disaster, no matter how strong the intensity might be. An earthquake is disastrous when it affects people, infrastructure and activities.

$$\text{Hazard} \times \text{Vulnerability} = \text{Disaster}$$

In relation to disasters, Kotze and Holloway (1996) defined risk as the expected losses (lives lost, persons injured, damage to property and disruption of economic activity or livelihood) caused by a particular phenomenon. It is a function of hazard occurrence and the projected losses. A societal element is said to be 'at risk' or vulnerable when it is exposed to hazards and is likely to be adversely affected by the impact of those hazards if and when they occur, especially in situations of limited capacity.

It can be best explained by:

$$\text{Disaster} = \frac{\text{Hazard} \times \text{Vulnerability}}{\text{Capacity}}$$

The relationship between these four components, indicate that each of the three variables that define risk - the hazard, the elements exposed and their vulnerability - are of equal value. Reducing any one or more of the three contributing variables will lessen the risk to a community. In reality, however, there is little opportunity to reduce the hazard component, therefore, only the vulnerability and the elements at risk will vary. When hazard and vulnerability are high, it will cause disaster but when capacity is present, it will decrease the impact. Hence, to reduce the risk of a disaster,

1) Decrease the vulnerability of the community; and

2) Increase the capacity of the community

3.1 HRVC Analysis of High Court of Delhi

In order to formulate a workable and effective Disaster Management Action Plan for Delhi High Court, a detailed analysis of the existing and potential hazards, degree of vulnerabilities, risks associated with each hazard and capacity was carried out by the team. They collected information regarding the most damaging hazard (by its frequency, impact and magnitude in comparison with other hazards), areas in different building where different degrees of risks are associated. The team also identified the vulnerability factors (factors that make people living in those areas susceptible to the hazard impacts) and their capacity to cope with these hazards. It is important to know that the risk analysis encompasses the hazard and vulnerability analysis.

3.2 Objective of the HRVC Analysis

The purpose of the HRVC analysis is to help High Court of Delhi to consider different risk scenarios and prepare for the potential threats. The main objective of the HRVC Analysis of Delhi High Court was:

1. To develop a strategy for creating a "Zero-Disaster Zone"
2. To develop a standard model of disaster preparedness as this secures life and property from disaster up to maximum.
3. To develop an excellent paradigm to mitigate the disaster with minimal loss

Understanding the risks, vulnerability, and capacity of Delhi High Court are few of the critical steps towards ensuring the resilience of DHC. This allows for short- and long-term Disaster Risk Reduction planning based on the institutional resources. During the HRVC analysis, detailed examination was carried out to find out the prevalent hazards, vulnerable groups and the associated risks along with the availability of the evacuation routes & maps relevant during crisis situation. During the process, the following major findings were observed:

1. At many of the places in different buildings, shock proof mats are not present near the electric panel boxes and loose wires are found near the panel box
2. At many places, Fire Points and Fire Alarms are blocked with combustible materials
3. Evacuation routes & maps are not illuminating at several locations in the building premises and fire exit signages are missing
4. Narrow corridors are blocked with unanchored almirahs and stacks of files or combustible materials
5. Passage ways & entry/ exit routes are found to be blocked with almirahs
6. Combustible materials/chairs are found near the electric panel box(s)
7. Inadequate number of fire extinguishers are found in many areas of the various blocks
8. Combustible materials are also found to have stacked inside the kitchen area along with the absence of sprinkler system
9. Diesel tank(s) found near the AC plant area
10. Hydrant points – hoses were missing in many places in the building premises

11. In many blocks, combustible materials are found to be dumped in the basement area comprising of wooden structures such as chairs, tables among others
12. Evacuation maps are not present on many floors of the buildings/ blocks and are not illuminating
13. Many blocks comprised of wooden work such as the library areas, judges' rooms, etc. and are thus highly prone to fire hazard
14. Few fire points are found across many building premises of the various blocks
15. Cylinder in canteen area found to be not secured and hygiene/sanitation not maintained
16. Switch boards are found to be damaged in certain places along with loose/ hanging electric wires
17. Sewer manholes not covered in basement area
18. Moisture/ seepages found on walls along with cracks also observed in certain walls of buildings premises. The underground parking also has seepage.
19. Naked and open wiring, proper dressing of wires not done
20. Combustibles were found to be kept in all the hazardous areas like electrical room and Fire Pump Room.
21. Fire alarm detection system installed but not maintained properly. In some areas/building it was found working partially.
22. Shut off nozzles from hose reel are either missing or hose reels leak due to poor maintenance.
23. Fire escape plans are only installed in public areas but not in Judges area of courts.
24. Electrically operated Fire exit signages are placed in but do not work in some buildings completely or partially as not connected to UPS/Raw power supply.
25. UPS/Emergency light backup provided in A Block, C Block, Extension Block and Admin for common areas. Rest of the buildings does not have any emergency power supply.

3.3 Major Recommendations

1. Evacuation Route Maps to be placed on each floor and entry/exit signage to illuminate
2. Almirahs to be anchored to the walls on every floor in all buildings. It is also advisable that all the documents in all the stocked almirahs should be shifted to a vault enabled Record room and a copy of the same should be kept as digital version in the cloud server.
3. Blockages should be removed and passageways to be cleared and broadened
4. Fire exits should be made clear and ready to use anytime
5. Hygiene and cleanliness to be maintained at all floors in all buildings

6. Electric wires/cables should be made properly dressed at all floors in all buildings
7. Repair or replace the fire alarm and detection system as per NBC and IS Code 2189
8. Maintain the fire fighting systems as per IS 3844 and NBC
9. Place the Fire Escape Plan in all the occupied areas as well in basement (lift lobbies and staircases)
10. Place the fire exit signages in occupied area and in basement with fluorescent directions.
11. PA system shall be installed and maintained in accordance is NBC and IS 1881
12. All the buildings should have Emergency Lighting System connected to a separate circuit (UPS) as primary source for common area, FCC, PA system and service area
13. Fire Water Tank capacities to be mentioned for underground and overhead tank along with auto on and cut off pressure difference in the pump room.
14. "Fire Service Inlets" to be marked where provided in the premises.
15. Ensure the canteens provided in the premises are safe, electrical appliances are in good condition and does not pose any fire hazard to occupants. A dedicated fire extinguisher should be placed outside every kitchen and cafeteria as per the standard guidelines.
16. Training and awareness programmes shall be conducted for all the occupants in the building.
17. An Emergency Response Team (ERT) shall be prepared for each building and ERT Coordinator who will be responsible for coordination with each team during crisis and further divulges information to rescue services as required.
18. Fire Hydrant Cabinets (FHCs) to be numbered for easy identification in the building. Same should be followed with staircase. All the staircases should be numbered
19. Every staircase used for emergency exit should have proper signages of floor numbers, fire exit, way to assembly area
20. Fire load in the buildings like racks of papers, stacks of paper need to be reduced immediately. Wherever basement is used for storing these papers and files, there should be sufficient fire suppression system installed through out to prevent the spread of fire and smoke in the building.
21. Gaps in electrical shafts, duct routes, lift lobbies shall be filled with fire resistant material
22. The wooden outer cover of the electrical panel must be treated with fire resistant materials/ chemicals to prevent spread of fire and smoke.
23. Sufficient space around the buildings to be maintained for the movement of fire tender (6 meters approx.) for firefighting and rescue occupants (from the terrace, balcony etc.)
24. All the open circuit boards must be closed which are threat to men and property
25. Keep the fire doors closed in all the buildings to prevent spread of fire and smoke

Table 3.1: Hazard Status of Delhi High Court in a Nutshell:

S. No.	Hazards	Risk	Who/ What is at Risk	Vulnerability
1	Earthquake	High	Occupants of buildings, infrastructure, data loss, human life	To be assessed by Structural Engineer
2	Fire	High	Human Life, Buildings and Infrastructure, Data	High
3	Electrocution/ Electric shock	High	Human Life, Infrastructure and Buildings	High
4	Terrorist Attack	Moderate	Human Life, Buildings	High
5	Urban Flooding	Moderate	Building, Infrastructure, Drinking Water, Equipments, Data	Moderate
6	Epidemics	Moderate	Human Life	High
7	Road Accidents	Moderate	Human Life	High
8	Drainage/Sewer/ Manhole Fall	Moderate	Human Life	High
	CBRN Disasters	High	Human Life, Environment & Eco-system	High

3.4 HRVC Analysis of Delhi High Court for Cyber Risks

Delhi High Court has achieved the excellence of adopting digital technology in various functional domains. Most of the judicial proceedings are now carried out in the digital and so are the administrative day to day functions.

In this backdrop, it is extremely essential for Disaster Management team of DHC to adopt a structural and effective DM Plan for ensuring cyber security. In this context, a Cyber Security Risk Assessment was conducted so as to help Delhi High Court consider different IT risk scenarios and prepare for potential cyber threats. The following areas have been taken into consideration for Cyber Security Risk Assessment at DHC.

- Network Infrastructure
- Server Infrastructure
- Data Storage and Backup Systems
- Database Systems
- IT Documentation

The Assessment Exercise - The interaction was held with IT team members taking care of Server and Networking. During the course of interaction, different aspects were discussed such as capturing their

roles and responsibility, network diagram, server hardware, operating system, IT process and procedure, IT asset inventory, backup and restoration, internet access policies, IT risks, IT operations and monitoring.

TESTING METHODS

The sample capture methods are random server login /password policy, OS; patch updates antivirus and network equipment. In this exercise our findings are confined to how the services at DHC can be run and IT Service continuity be maintained against unknown hidden crisis.

Table 3.2: Findings and Observations of Cyber Risk Assessment

S.No.	Findings	Risk	Level of Risk
1.	The inventory asset list hardware, servers, storage and software list are not available or updated	This runs the risk of not knowing what is connected to the network	High
2.	Configuration Management Database (CMDB)sheet is not available. CMDB is a comprehensive 'map' of the entire IT hardware and software components that helps to keep track of the state of endpoint devices, software and data, useful to detection and response to security incidents	This creates difficulty in IT decision making, allowing users to identify dependencies among processes, people, applications and IT infrastructure to find opportunities for change, faster resolution of incidents fewer errors and more as follows: - Environment failure - Server hardware Failure - Disk/Raid Failure - Network Failure	High
3.	Insufficient processes or technologies to prevent sensitive data from being copied on flash drive at server level	Risk of data theft	High
4.	There is no separate landscape defined for production and development. So, New development/patch is directly deployed on production.	It may lead to service unavailability.	Medium
5.	All system /server are running standalone in workgroup. This makes user identification and authentication difficult	This makes user identification and authentication difficult	High

6.	Sensitive data is not being classified properly	This creates issue in ensuring safety of important data	High
7.	Few servers are running with windows server 2008 that reached its 'end of support' on January 14, 2020. Similarly, for Oracle 10G also support has ended.	Older software is more vulnerable to exploitation, since it doesn't receive critical patches and in turn becomes a magnet for cyber-attacks. This may cause exploitation of server/network.	High
8.	Gaps in OS (Operating System) and antivirus patch update on server.	Risk of malicious attacks (like malware, compromised system access, data loss, ransomware etc.)	High
9.	System and application backup and restoration policy/procedure have not been defined and documented.	This will impact meeting the RTO (Recovery Time Objective) and RPO (Recovery Point Objective) during restoration of service/data during an unseen crisis.	High
10.	All backups have been kept on-site. There is no provision made for any off-site backup.	An uncertain event that has a given probability to realize and produce an impact that can be more or less severe, may lead to loss of data kept on-site. In this case, it is impossible to retrieve data if there is no off-site backup.	High
11.	In network level IP separation (VLAN) at core switch level implemented. Need to tighten ACL based on service/Ports uses zone wise to prevent unauthorized access including smb share.	Unnecessary broadcast service/ Application.	Medium
12	Improper cabling security and management	This results in even more expensive and time-consuming network reliability issues in the long run	Medium

Note: The implementation of this plan has been divided into two parts- short term and long term. The short-term improvement does not require any financial approvals. It is team effort to adopt IT management from human driven to process and procedure driven IT management.

The long-term improvement requires financial approval to avail budget to procure necessary software / hardware and services to make the systems secure. This will also, additionally, help in monitoring events and incident of the systems

4. Mitigation

Mitigation refers to the efforts to reduce loss of life and property by lessening the impact of disasters. In simpler words, the aim of mitigation strategies is to keep hazards from becoming natural disasters. Mitigation planning is based on a comprehensive, long-term plan developed before a disaster strikes. Mitigation planning process involves understanding risks from multiple hazards and developing strategies that will reduce the impacts of future events on people, property, and the environment. Various measures that prevent an emergency, reduce the chance of an emergency happening, or reduce the damaging effects of unavoidable emergencies is termed as mitigation. It is an investment for the future safety, sustainability and resilience. It involves taking action before disaster to reduce impacts of variable magnitudes.

4.1 Objectives of Mitigation Strategies

i. To identify, assess and reduce hazard risk

ii. To identify actions for actions for risk reduction

iii. Reduce threat and hazard related injury and loss of life

iv. Promote hazard prevention and resilience

v. To reduce harm to existing and future development

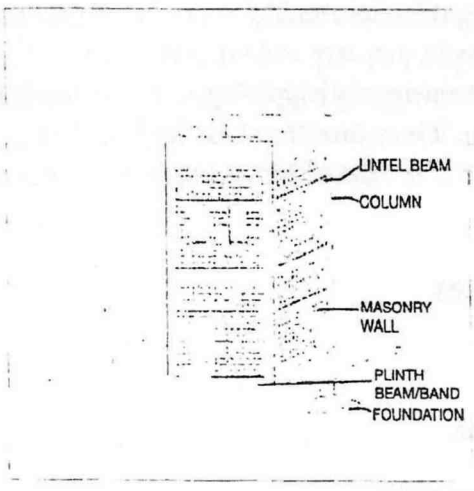
vi. Reduce the costs of disaster response and recovery and the exposure to risk for first responders.

Mitigation Planning process involves the following steps:

The first three stages have been completed in the previous chapters and the current chapter will focus on the general and hazard specific mitigation strategies and action that need to be adopted and implement at the Delhi High Court Complex. Mitigation activities may include: adoption and enforcement of regulatory tools, including ordinances, regulations, and building codes, development and redevelopment decisions in areas affected by hazards, elevation of structures at risk of inundation due to floods, retrofitting of buildings to withstand extreme wind events or ground shaking from earthquakes. Mitigation planning and the implementation of risk reduction activities can significantly reduce the physical, financial, and infrastructural losses caused by disasters. Putting the plan into action is an ongoing process that may include initiating and completing mitigation projects and integrating mitigation strategies into other community plans and programs. Monitoring the plan's implementation helps to ensure it remains relevant as community priorities and development patterns change.

4.2 Structural and Non- Structural Mitigation Measures

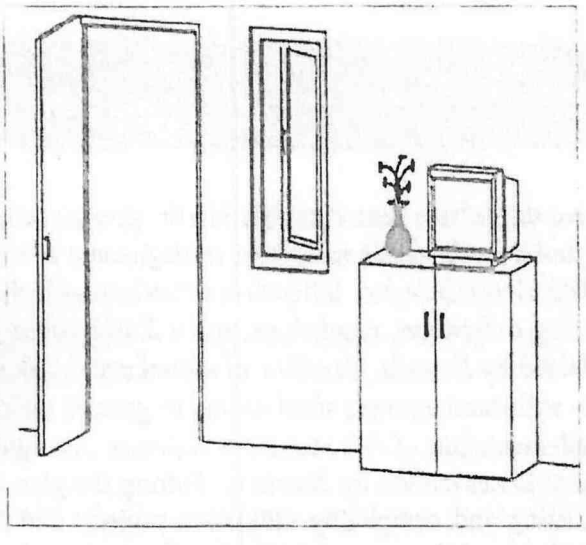
The prevention and mitigation measures can be divided into structural and non-structural measures. Both structural as well as non-structural measures are an essential part of a comprehensive and holistic mitigation plan. Structural mitigation refers to any physical construction or development works to reduce or avoid possible impacts of hazards, which include engineering measures or structural reinforcements and construction of hazard-resistant and protective structures and infrastructure.



The "Structural elements" of a building carry the weight of the building itself, the people and the things inside, and the forces of nature. These "load-bearing" elements include the frame (columns, beams) and in masonry or odobe construction also the "shear walls".

Figure 4.1: Structural Mitigation Measures; Source: Non-Structural Risk Reduction for Schools, Delhi Earthquake Safety Initiative (2007)

Non-structural measures refer to awareness and education, policies, techno-legal systems and practices, training, capacity building, information sharing etc. These measures are diverse in nature and hence the inter departmental participation plays a crucial role in their implementation. Each department is required to prioritise and implement these measures.



The "non-structural elements" of a building do not carry the weight of the building, and include windows, doors, stairs, partition walls, pipes and ducts. They include "building contents" that users bring with them, such as furniture, appliances, coolers, water tanks, etc.

Figure 4.2: Non- Structural Mitigation Measures; Source: Non-Structural Risk Reduction for Schools, Delhi Earthquake Safety Initiative (2007)

4.3 General Mitigation Strategies

The following mitigation strategies are essential necessary for preventing risk and mitigating impact of all disasters.

4.3.1 Structural measures

i. Retrofitting of existing building structures after detailed structural investigation to be carried out by engineering agency.

ii. Regular safety audits of buildings, water supply, drainage system, solid waste management facilities, power infrastructure etc.

iii. Adherence to building codes, safe structural practices, material specifications and performance standards for new construction as per the NBC.

iv. Providing for additional exits wherever required.

v. Ventilation to be provided appropriately wherever required.

vi. Railings for stairs and ramps to be installed wherever required.

vii. DHC authority should also consider interlinking all buildings at appropriate heights to ensure inter-building movements.

4.3.2 Non- structural Measures

i. Ensure that all exit doors must open outwards to facilitate uninterrupted evacuation in case of emergency.

ii. Essential power back for the entire DHC campus in general and for emergency lights in particular.

iii. Emergency lights with power back to be provided on every floor.

iv. Floor plans to be displayed at all the floors near the staircases.

v. Compulsory installation of signage- evacuation routes, stairs, exits etc.

vi. Corridors, doorways, aisles and all passage ways should be free of any obstruction (cupboards, cabinets, water coolers, stacks of papers and files etc.) and at least 1.5 metres of width shall be maintained at all routes for smooth evacuation in case of any emergency.

vii. Evacuation planning for the entire complex. The evacuation plan must delineate evacuation routes from all rooms and areas in the premises to the assembly areas. Each floor must have a floor map along with an evacuation map installed.

viii. Public addressal system to be installed across the complex for disseminating early warning and to keep the staff and visitors informed during emergency. Concurrently a dedicated whatsapp group should also be formed to keep all the stakeholders abreast of any emergency or disaster situation.

ix. Display emergency numbers- Police, Ambulance, Fire etc at all floors at multiple locations.

x. Protocols for cordoning off areas and maintaining limited access for courtrooms hearing sensitive high-profile cases. (HRVCA shall give the already instituted protocols).

xi. Emergency bells and siren system to be installed all across the campus.

xii. Regular hazard specific mock drills and trainings to be conducted at the court complex.

xiii. Provision of satellite communication system and walkie talkies and appropriate training to operate for all security and control room personnel.

xiv. GIS mapping of all responder agencies (fire station, hospital, police station, bomb disposal unit etc.) to be done, so that clear picture of their locations and distance from different buildings and areas of the court complex may be ascertained.

xv. Preparation of database of responders/essential services providers such as JCB Operators; Ambulance Operators etc. should be undertaken on priority basis.

xvi. Ensure to keep repair and maintenance logs updated (on paper as well as digital).

xvii. Solid Waste Management Rules, 2016 to be implemented on premises. Regular repair and maintenance of waste and garbage disposal units to be ensured.

xviii. Zero tolerance policy and penalties to be maintained against littering, spitting and smoking on campus. Signs and posters to disseminate this information.

4.4 Hazard Specific Mitigation Strategies

4.4.1 Earthquake

	Structural Mitigation	Non- Structural Mitigation
Short term (ending 2022)	• Structural Auditing of buildings and underground parking to be done on priority • Structural Safety Audit of all buildings in DHC complex to be carried out • Repair of damaged structures (structural HRVCA to point out specific locations) • Retrofitting of Old and existing structures • Planning and demarcation of escape /evacuation route, and reinforcement of narrow passages	• Assembly area should be allocated outside the building (parking areas and parks in DHC premises along with Bapa Nagar Park) • Install signages for evacuation routes, exits, stairs, assembly area etc. • Do's and Don'ts for earthquake to be displayed at various locations for awareness • Training of disaster responders/ volunteers at periodic intervals • Public Addressal System to be installed • Earthquake Evacuation mapping to be done

		• Fixing of wall objects /Almirah/Water Coolers/TV Screen with the adjoining walls to secure them from becoming falling hazards (refer figures below) • Relocate or reposition items that cannot be secured at their current position • Also, clear obstructions from the exit corridors or pathways (refer figure 4.10). Remove stacks of paper, cabinets etc. from the routes. At least 1.5 meters of clear width to be ensured for all corridors. • Trainingprogrammeshouldbeconducted for different levels of stakeholders and for Disaster Management Committee members and all the officers and staff of the DHC
Long Term (by 2027)	• Ensure new structures coming up in DHC complex follows new seismic guidelines of building codes • Regular repair and maintenance of buildings	• Ensure that all non- structural installations are secured and covered appropriately so as to prevent secondary and falling hazards. • Compulsory earthquake safety training and mock drills to become part of the Delhi Hight Court culture. • Regular monitoring and evaluation of all fittings, installations and furniture to ensure they adhere to all safety standards

(A) Securing cupboards, cabinets, book rack and cases

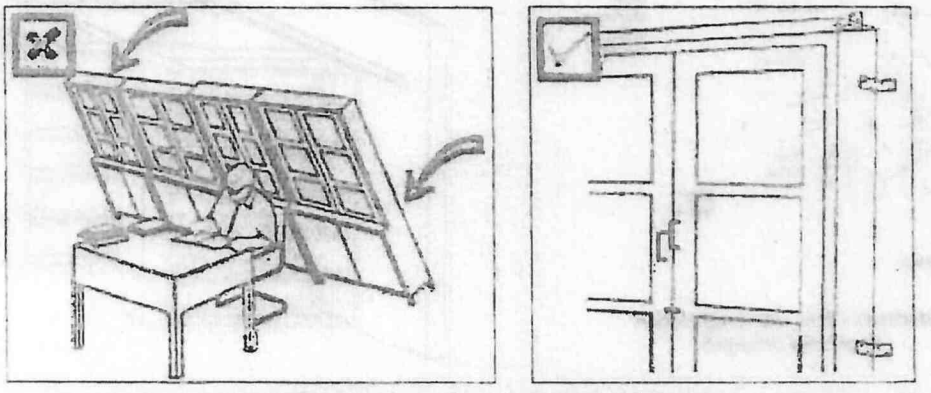


Figure 4.3: Securing Objects by using L-Brackets

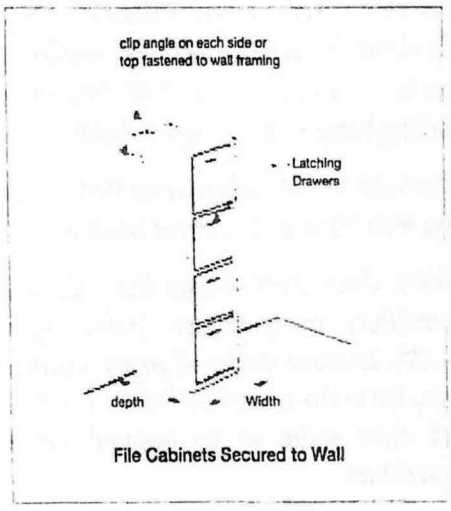


Figure 4.4 Securing with wall

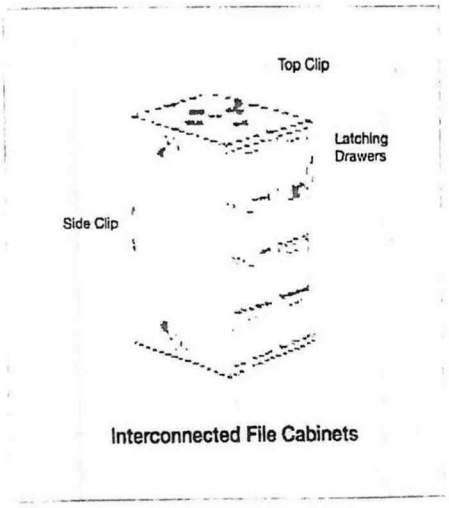


Figure 4.5 Interconnecting installations

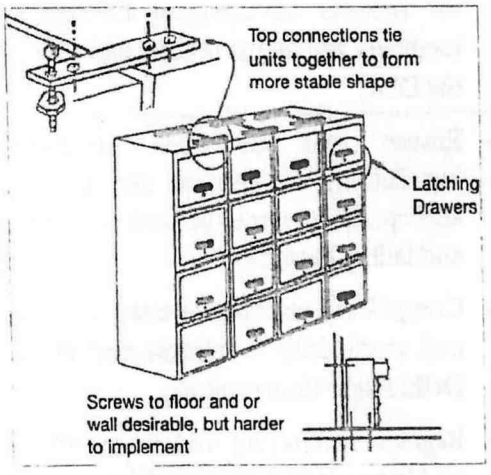


Figure 4.6 Stabilisation of shapes

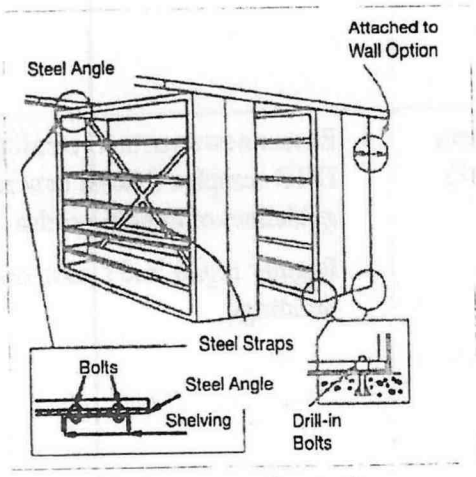


Figure 4.7 Restrain from toppling

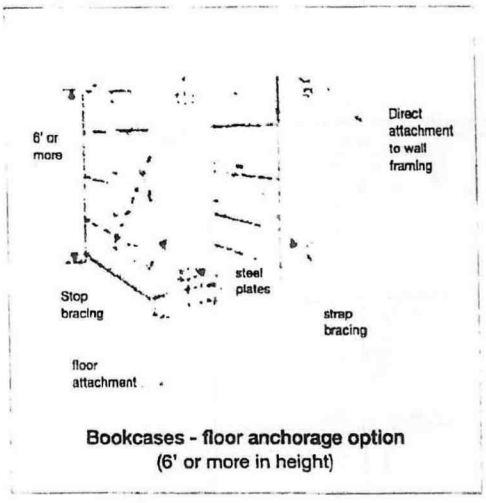


Figure 4.8 Book Case Anchorage

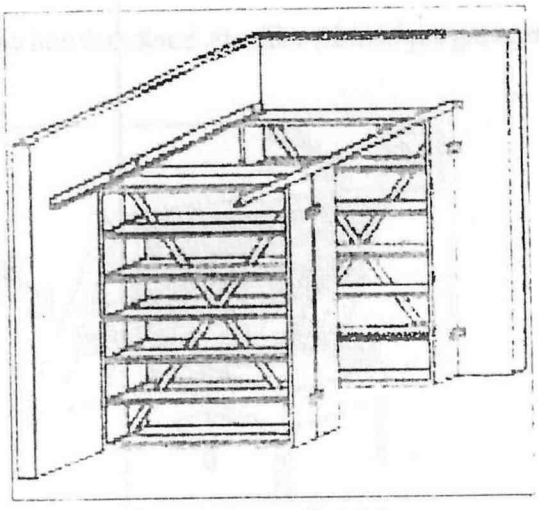


Figure 4.9 Bracing of book shelves

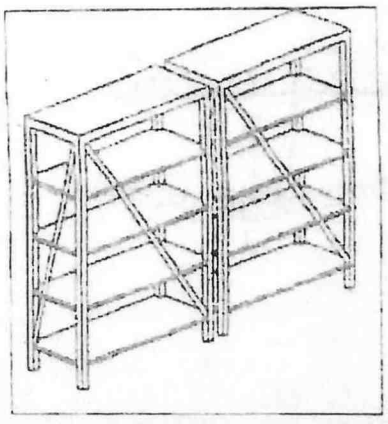


Figure 4.10 Bracing of book racks and shelves

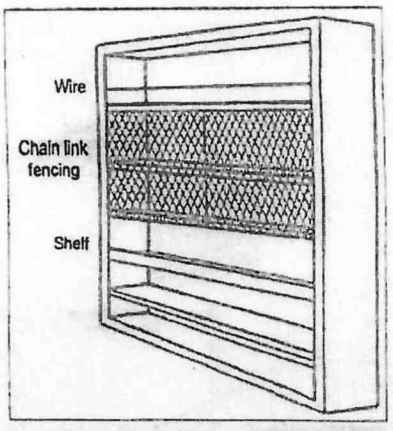


Figure 4.11 Shelf and rack protection

(B) Corridors, exits, passageways

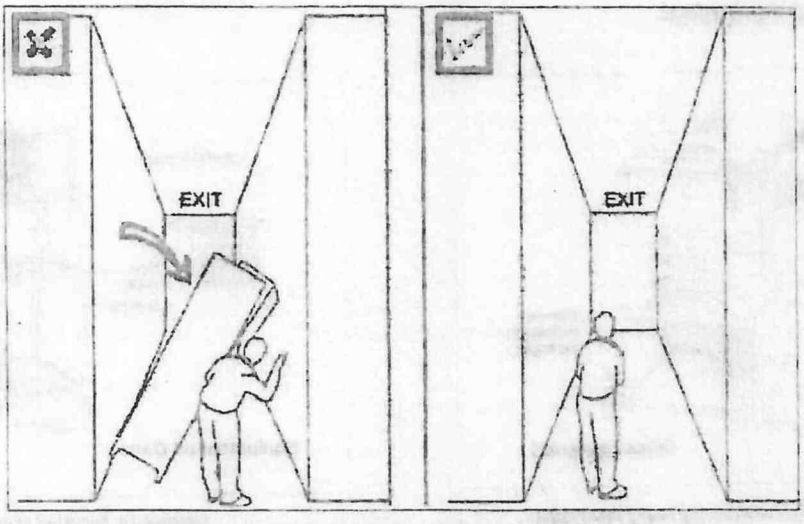


Figure 4.12 Clear exit paths and doorways

(C) Securing objects to walls and ceiling

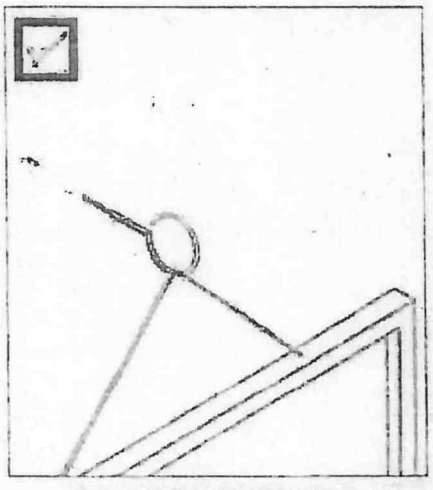


Figure 4.13: Securing picture frames orhanging objects using a closed hook

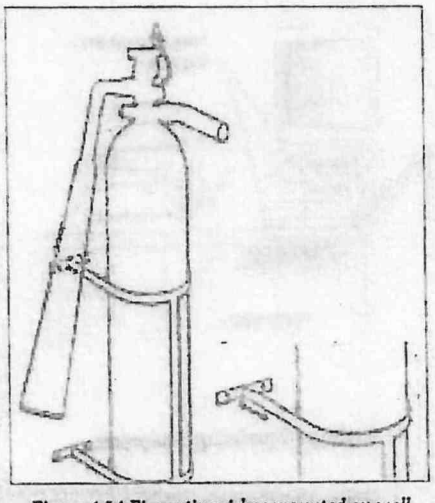


Figure 4.14 Fire extinguisher mounted on wall

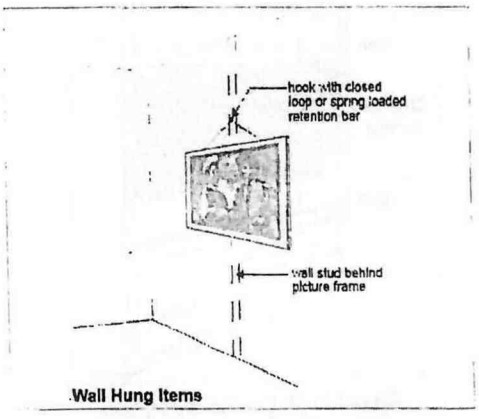


Figure 4.15 Securing of wall hung items

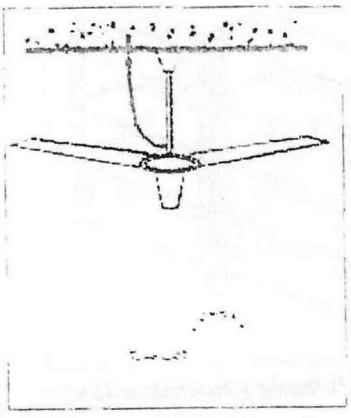


Figure 4.16 Ceiling fans secured

(D) Other office equipment

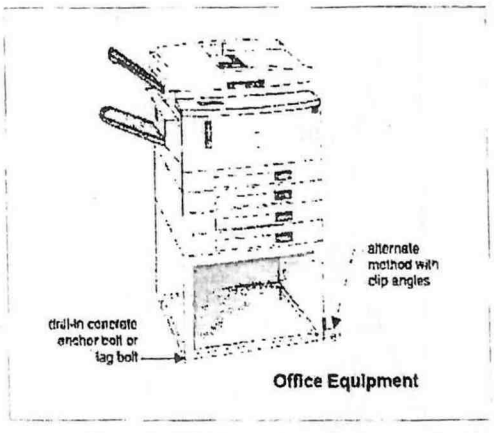


Figure 4.17: Anchoring heavy equipment

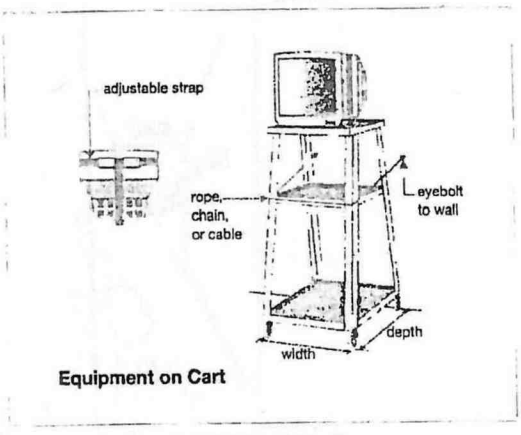


Figure 4.18: Securing of carts

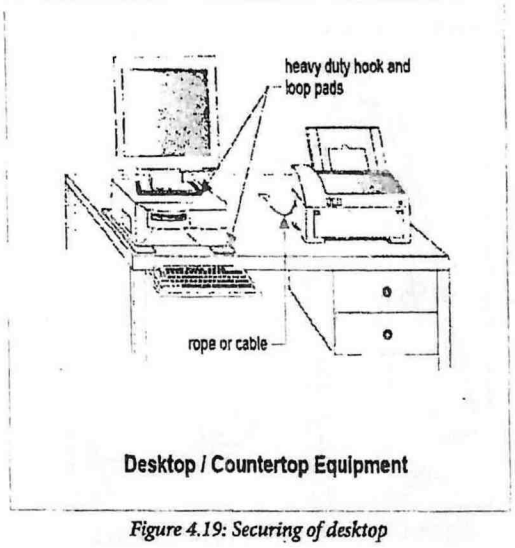


Figure 4.19: Securing of desktop

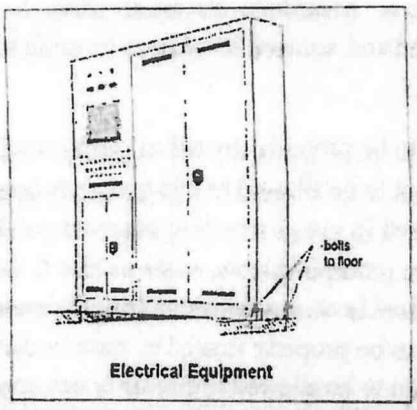


Figure 4.20: Protection of electrical panels and equipment

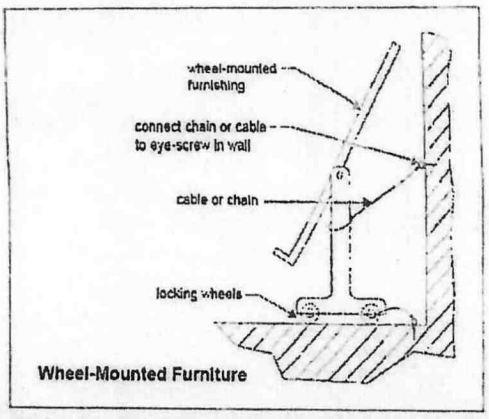


Figure 4.21: Securing wheel mounted furniture like coolers

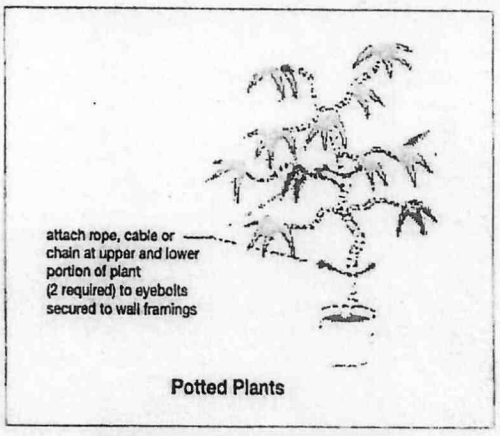


Figure 4.22: Bracing of potted plants

4.4.2 Fire hazard

Short term (ending 2022)	Structural Measures	Non- Structural Measures
	• Repair of building and fire fighting structures like fire hydrant, water tank etc. • Implementation of safe building codes and fire safety codes • Water supply and delivery infrastructure to be repaired and maintained as per the recommendations in Fire Safety Audit	• Sufficient open space around the buildings (at least 6 metres) to be kept vacant for ease of evacuation and movement of fire tender and rescue vehicles. • Emergency signage displaying evacuation routes, fire exits to be installed. This signage should be self- illuminating type. • Ensure practice of keeping all fire doors closed at all times • Fire sealant to be used to seal all gaps in critical equipment like electric panels, utility shafts and ducts, IT server and data centre • Hanging or tangled electrical wires and cables shall be sorted and stapled to walls safely or placed in covered cable trays

- Naked or hazardous electrical wires to be replaced and secured to walls or in cable trays safely
- Waste to be properly stowed in trash/recycling bins, not to be allowed to pile up in any area. It is advised to install recycling plants to produce manure (compost) from waste so that it could be utilized in an environment friendly manner
- Waste to be properly stowed in trash/recycling bins, not to be allowed to pile up in any area. It is advised to install recycling plants to produce manure (compost) from waste so that it could be utilized in an environment friendly manner
- Extension cords being used in the complex should be industrial grade and grounded.
- Cover all electrical panels with insulated material
- Combustible materials (files, papers) to not be kept near electrical appliances like ACs, heaters etc.
- Replace wooden or flammable materials covering electrical panels with fire resistant materials
- Treatment of wooden structures with fire retardant material/ chemicals
- Remove flammable materials from around electrical panels and fire pump room etc.
- Daily disposal of paper records to be ensured. This will decrease the fire load created by paper. Digitisation of important papers may be a good option.
- Stacks of paper records obstructing passageways/ exit routes shall be cleared out (at least 1.5 metres of width to be ensured at all evacuation routes at all times)
- Water points and water hydrants to be repaired and ensured with uninterrupted water supply

		• Installation of self-illuminating signage for all fire-fighting equipment (extinguisher, fire alarm, fire hose etc) • Repair and maintenance of all fire-fighting equipment in the complex. • Maintenance of digital logs of inspection, repair and maintenance works of all firefighting equipment • Sand buckets to be kept at relevant places (HRVCA needed to mark specific places) • Installation of new fire alarm and smoke detection system as well as new sprinkler system and repair of the existing ones • Install exhaust fans of adequate capacity in congested rooms with no windows for ventilation • Fire suppression systems to be installed especially at places where paper and flammable materials are stored • All papers must be secured inside lockers, cabinets, cupboards etc. Stacks of paper shall not be lying in open as they are a potential fire hazard.
Long Term by 2027)	• Shift towards fire resistant and fire-retardant material (paint, insulation etc) in the entire complex • Ensure safe building codes and norms are adhered to.	• All non-structural fittings and fixtures are insulated, secured and covered • Periodic repair and maintenance of all equipment • Ensure to keep repair and maintenance logs updated (on paper as well as digital) • Regular fire safety audits, trainings and drills.

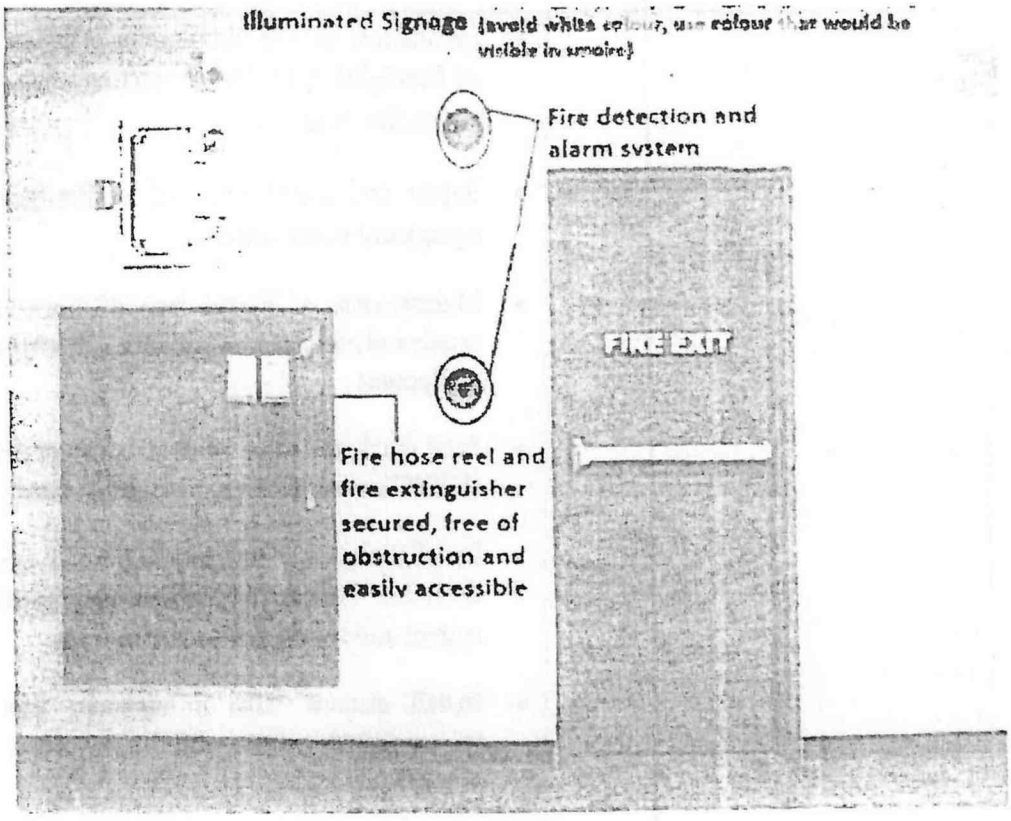


Figure 4.23: Obstruction free accessible firefighting equipment installation.
Though the exit sign should not illuminate in white colour, use the colour that would be visible in smoke.

4.4.3 Flood Mitigation

	Structural Measures	Non- Structural Measures
Short term (ending 2022)	• Pre- monsoon Audit and Inspection of building for leaks, damage, waterlogging etc. • Repair of all the buildings and structures in the complex before monsoon • Water supply infrastructure to be secured against leaks and damage • Civil and structural treatments of underground car parking leakage to be done on priority basis • Flood proofing through drainage improvements and strengthening of storm water drainage system	• Set up a Disaster management Wing (DMW) which shall house an "Emergency Operation Center" (EOC) at a strategic location (safe from any disaster) at DHC headquarters with all the facilities • Complete ban of using plastics and polythene in the campus to prevent choking of drainage and pollution. DHC may declare it as 'Plastic Free Zone'. • Do's and Don'ts during flooding and waterlogging to be displayed at various locations for awareness • Install posters for dos and don'ts for garbage and solid waste disposal

	• Removal of encroachments in the premises particularly on drainage • Road re-leveling and strengthening should be carried out by milling the existing layers of roads so that the road levels may not be allowed to increase • Structural reinforcements may be undertaken to prevent entering flood water to the underground basement • Dewatering system must be in place for all basements and ground floors • All facilities and departments of 'strategic importance' must be shifted above the ground floor to prevent damage due to flooding • Provision of interconnectivity with all buildings should be given preferably on the middle height of floors to ensure smooth evacuation during emergency/disaster • Rooftop Rainwater Harvesting System should be developed in the premises with the construction of 'Artificial Recharge Pit'	• Basic lifesaving medicines and medical equipment specific to water borne diseases and emergencies should be stored • Cleaning and upkeep of all drains and sewage system • Shift critical installations from ground floor level to higher floor levels wherever possible • Ensure proper garbage and solid waste management on the premises • GIS based inundation mapping to understand areas likely to be inundated during flooding • Provision of Inflatable boats (2 nos.) and associated accessories should be in place at 'Disaster Management Wing' • Database of certified swimmers and divers to be maintained • All cable lines must be shifted on the rack-based platform at a recommended height of 10 -15 fts above the ground level • Electrical panels and wires to be secured and covered • All generator units should be shifted on the raised platform (at least 3 feet from ground level) • Installation of covered garbage bins at multiple points on every floor • Implement Solid Waste management Rules, 2016 throughout the DHC campus
Long Term (by 2027)	• Structural retrofitting and strengthening the buildings through implementation of building codes pertaining to floods	• Protection and conservation of natural environment in and around the DHC complex

	• Platforms to be elevated for those critical installations that cannot be shifted from ground floor level to higher level. Platforms must be elevated (at least 3 feet from the ground level) for electricity panels, server/ data center, fire alarm room, generator room, security room etc. • Review of drainage system annually before monsoons • Regular repair and maintenance of tanks, drainage and sewerage system and other infrastructure	• Cleaning and upkeeping drive for drains to be held every year before monsoon

4.4.4 Land Subsidence/ Building Collapse

	Structural Measures	Non- Structural Measures
Immediate Short term (ending 2022)	• Underground geological investigation should be carried out for the assessment of the existing hollow areas • Groundwater /Aquifer Analysis should be carried out through a professional agency to assess the existing "zone of aeration" and accordingly remedial measures must be taken • Civil and Structural Reconnaissance Study should be carried out to investigate if any weak foundation is existing and accordingly remedial measures must be formulated	• Underground /basement areas in each building should be cleared of all debris • Seepages /damping of basement walls must be treated appropriately and any unusual structural deformities should be corrected • Structural drawings of all basement and underground facilities should be kept at the Emergency Operation Center (EOC)/ Disaster Management Wing (DMW) for urgent reference at the time of disaster • In case of emergency access map to all basements should be worked out and the emergency evacuation plan should be kept in the EOC/ DMW • Structural Design and Exit Routes of all floors of all buildings should be displayed on every floor and a copy of each should be kept at EOC/ DMW

	• Any sign of settling down of land or subsidence requires prompt repairs and regular maintenance to avoid further damage.	• Dos and Don'ts during and after building collapse /land subsidence should be displayed at suitable locations for public awareness. A copy of the same should also be kept at EOC/ DMW • Facilitation of measurements of deformation, subsidence levels and continuous water level measurements. • These assessments could be used in modelling aquifer storage properties and capacity for more efficient management of groundwater resources and monitoring the impact of land subsidence.
Long Term (by 2027)	• A periodic inspection of existing building settlements, foundation cracks, maintenance of underground pipes/utilities should be documented and addressed • Any new construction projects should review and comply with building codes and stringent construction practices that address subsidence hazards in the area. • Repair, alterations and maintenance to be done as per the recommendations of the periodic audit reports	Regular audit and inspection, repair, maintenance, monitoring and evaluation of the building, soil, ground water level, borewells etc to be ensured in consultation with concerned DHC departments and district authorities like PWD, water supply, land and building etc.

4.3.5 Thunderstorm/ Tornado/ Lightning

Short term (ending 2022)	Structural	Non- structural
	• Screening of existing structures at DHC should be carried out to identify tin sheds/corrugated sheets on the top or other places and adopt appropriate measures to fix them strongly	• Lightning arrester should be installed / checked at all locations • Do's and don'ts to be followed during the lightning/ thunderstorm/ tornado events should be propagated shall be installed at all floors

	• To prevent uprooting of trees, the Horticulture division should carry out detailed assessment of trees' health and make appropriate measures to ensure strong rooting of trees. • Anchoring support may be adopted for making strength to trees. • Weak structural objects in the premises including sign boards, hoardings etc. should be checked periodically and secured to walls or ceilings to prevent possible falling and collapse during thunderstorms • Structures of historical importance and old buildings should be checked periodically for any possible structural anomaly / deformities • All buildings with glass panes must be strengthened properly. Protective nylon "NETS" should be essentially erected around every such building near first floor to prevent potential falling of glasses and/or sometimes people	• An Automatic Weather Station & Ambient Air Quality Monitoring Station should be installed at suitable places to constantly record the prevailing weather conditions in and around the premises of DHC • Fixing of protective polyester films to the glass windows so that in case glass shatters, it sticks to the film and does not fly and scatter around causing injury. • Installation of storm panels or shutters wherever required (refer figures 4.21 and 4.22 below) • Form teams to carry out inspection of rooms and fittings (windows, doors, coolers etc) by staff after every storm event
Long Term (by 2027)	• Annual audit of structural integrity of building to withstand thunderstorm and lightning events	

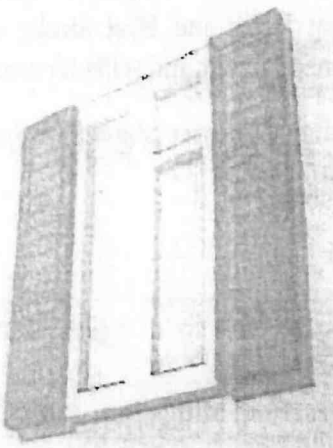


Figure 4.24: Storm shutters for glass windows

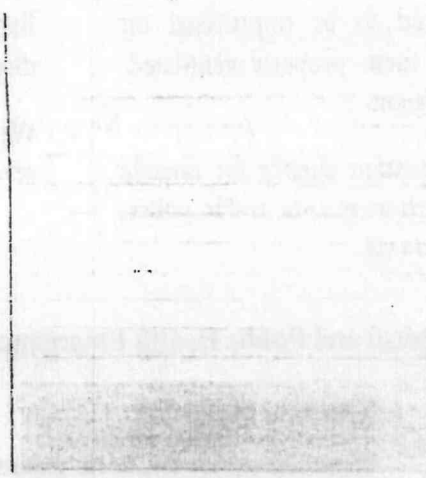


Figure 4.25 Rolling storm shutters

4.4.6 Cold Wave

Structural Mitigation	Non- sSructural Mitigation
• Proper ventilation should be ensured in every room where electric/ gas-based heating system is used to prevent fire and suffocation	• In close coordination with IMD, regular 'Weather warning' messages should be disseminated to public and DHC staffs • Essential Do's and Don'ts should be displayed for awareness to people • Consider confining most of the daily activities indoor to prevent exposure • Electrical wiring to be strengthened to sustain high voltage during the maximum use of heating system • Fire Fighting team should be in maximum alert during those days

4.4.7 Heat wave

Structural Mitigation	Non- Structural Mitigation
• Green patches of plants and trees should be increased in DHC complex • Development of Vertical Garden (on walls of buildings) needs to be explored, that will reduce daily temperature in the premises. Systematically grown green shrubs may decrease the impacts of heat wave	• A coating of heat reflector (White Paint) should be painted on the roof top of every building, that decrease the temperature during heat wave • Cooling system should be checked for any possible errors that may trigger fire

• Building designs should be considered to be improvised for making them properly ventilated/ heat resistant • Heat Resistant shelter for outside staffs such as guards, traffic police, chauffeurs etc.	• Symptoms & immediate response during Heat Exhaustion; Heat Stress and Heat Stroke should be displayed for general public and staffs for awareness • Water Cooler and dispenser should be installed at several locations

4.4.8 Biological and Public Health Emergencies/ COVID

Immediate	Structural Mitigation	Non- structural Mitigation
	Water supply system to be secured as per hygiene standards	• Reinforce hygienic behaviour and COVID appropriate behaviour in the complex premises • Have regular availability and maintain stock of masks, gloves, sanitisers, disinfectants, soaps etc. • Season outbreaks to be controlled through special pre-monsoon and post- monsoon cleanliness.drives • Coolers, pots and other water holding mosquito breeding equipment to be cleared and disinfected regularly • Regular cleaning of drinking water points, canteen. Ensure adherence to all food and health safety standards. • Ensure that all septic tanks are covered and sealed • Zero-tolerance policy and penalties for spitting and littering on DHC premises
Short term (ending 2022)	• Water logging and stagnation points and locations to be repaired • Perceiving the likelihood of biological attack, few structural reinforcements required to trace and isolate biological agents of mass destruction	• Installation of colour coded garbage disposal bins in medical room as per the BMW rules 2016 • Trainings for acceptable hygiene behaviour and COVID appropriate behaviour to be conducted regularly, in addition to biological attack prevention • COVID SOPs and guidelines to be followed properly

		• Insect and rodent control measures to be taken regularly • Disease Surveillance Team to be formulated on-site with medical personnel and district public health authorities (who can be part of it, ant medical or public health personnel) • Dos and don'ts to be communicated during every seasonal peak of dengue, malaria, chikunguniya • Solid waste management practices to be strengthened (refer point III above) • The DHC Disaster management Committee to establish a clear chain of command for on-site identifying and reporting cases of potential disease outbreak
Long term (by 2027)	• Regular inspection, repair and maintenance of water and drainage systems	• Implementation of Solid Waste Management Rules, 2016 • Promotion of seasonal and general disease surveillance in consultation with court and district health authorities

4.4.9 Bomb Blast/ Attack

Structural Mitigation	Non- structural Mitigation
NA	• Install glow in the dark/ self-illuminating posters of contacts of police, ambulance • Safety drills in collaboration with on-site security and police • Secure glass windows with protective polyester film on both sides • Compulsory screening and registration of all visitors (along with their belongings) and vehicles entering premises of DHC • Separate gates for officials, staff and visitors

4.4.10 Stampede

Immediate	Structural Mitigation	Non- structural Mitigation
	• Multiple exits to be created wherever required.	• Control to monitor and identify any crowd build up and communicate with security personnel

	• Ensure proper railings and support on stairs and exits • Existing railings and support to be fixed and repaired on priority basis	• Protocols for cordoning off areas and limited access to be ensured for courtrooms hearing sensitive high-profile cases. (HRVCA shall give the already instituted protocols) • Ensure clear and obstruction free evacuation routes and exits
		• Installation of evacuation route and exit signages • Public Addressal System to be installed • Security guards to be trained to handle stampede and crowd in all situations • CCTV cameras to cover every inch of the court complex

5. Prevention & Preparedness

Disaster preparedness refers to a set of measures that can be taken to prepare for response during disasters. Preparedness strategies also enable the organisations/ individuals to respond to and cope with the aftermath of disasters. Preparedness is a continuous and integrated process that encompasses a wide range of activities like training, resource mobilisation, logistics etc.

5.1 Objectives of preparedness planning

- To minimise potential loss of life and damage
- To create readiness for on-site response
- To reduce response time and increase effectiveness of disaster response
- To mobilise resources that may be required during disasters
- To develop, test and update early warning system in the buildings
- To capacitate the human resources to survive and respond effectively before external assistance arrives

Preparedness activities include education and training of human resources, establishment of emergency response teams and policies, standards, organisational arrangements and operational plans to be followed during a disaster. Following are the preparedness strategies that are recommended to be followed at the Delhi High Court Complex:

5.2 Evacuation

- Prepare floor wise evacuation plans for the building.
- Floor wise evacuation maps to be prepared for all building in the complex (refer figure below for sample)
- In-house arrangements of ladders, ropes etc. be ensured and stored at Disaster Management Wing

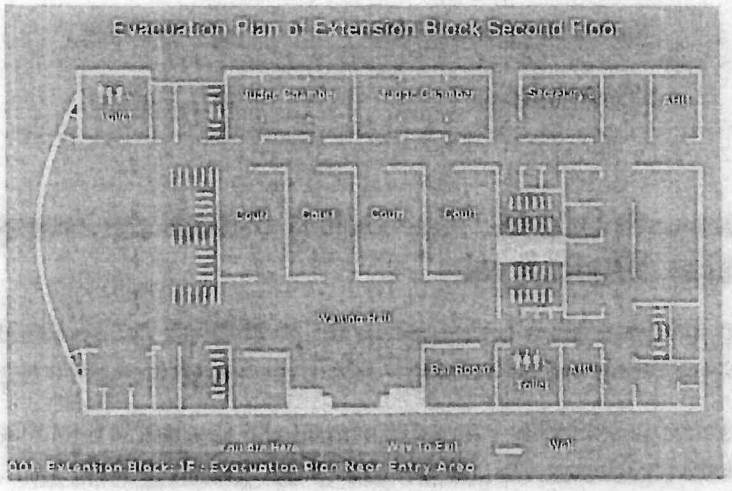


Figure 5.1: Sample Evacuation Map

5.3 Information Education and Communication

- Design and develop IEC material- dos and don'ts for different hazards and install on all floors at multiple places in both Hindi and English. (Attached in annexure)
- Install signages for evacuation routes, exits, stairs, assembly area, firefighting equipment etc.
- All floors shall be numbered at stairways and exits.
- Install Evacuation Maps at multiple points on all floors (sample in the figure above). A copy each of the same must be kept at EOC/ DMW.
- The floor evacuation maps should be direct with proper information of safer routes, safer locations.
- Smooth inter-agency coordination should be ensured through a network of communication. All Disaster Management coordination teams must be equipped with 'Walkie- Talkies' to ensure proper communication during and after any disaster event. The on-site control room and the communication team (on-site rapid response team) shall oversee this.
- To prevent spreading of rumours and misinformation during the crucial time, a Public Addressal System should be in place across the premises to ensure smooth communication and information dissemination during emergency. Establishment of a Community Radio Station in long term perspective should also be thought of.
- Install posters of emergency telephone numbers (such as the police, ambulance, fire service etc) on all floors at multiple places.

Sr. No	Institution	Contact No
1.	Police Control Room	100
2.	Fire station	101
3.	Ambulance Services	102
4.	District EOC, New Delhi	011-23075083
5.	NDRF Battalion	011-23438091

5.4 Coordination with DDMA (New Delhi) and off-site Emergency Support Functions (ESFs) at district level

- Emergency support functions are essential services for prompt and well-coordinated management of disaster. Develop coordination and networking with various district emergency support functions.
- Each ESF at district level is headed by a lead department and assisted by supporting organizations for coordinating the delivery of resources and services to the disaster affected area. As per the District Disaster Management Plan, New Delhi district, following is the ESF structure and organisation:

Table 5.1: Emergency Support Functions (ESFs)

Emergency support Function (ESF)	Lead Agency	Supporting agencies/ departments
Communication	MTNL	NIC, Police, Revenue
Evacuation	Police Department	Civil Defence, Fire Department, Volunteers (NCC, Civil Defence), NDRF, Army
Search & Rescue	Police Department	Police, Civil Defence, Fire Services, NDRF, Army
First Aid and Health	Health Department	Health Department, Civil Hospital, Other major hospitals, Ambulance services, Volunteers (Red Cross, Civil Defence)
Equipment and Urban Infrastructure Support	Urban Development	MCD, NDMC, PWD, DDA, Delhi Jal Board
Early Warning and Information Dissemination	Revenue & Disaster Management	All ESF agencies and media
Water	Delhi Jal Board	Delhi Jal Board
Electricity	Power	Power companies
Relief (Food & Shelter)	Revenue & Disaster Management	Food and Supply, Civil Defence, Volunteers (NCC, NSS, Bharat Scouts, Red Cross, Rotary Club etc)
Debris Clearance	MCD	NDMC, PWD, DDA, Cantt. Board
Transport	Transport Department	DTC, DMRC
Law & Order	Police	Civil Defence, Home Guards

Source: District Disaster Management Plan, DDMA, New Delhi

5.5 Rapid Response Teams

- Teams of "Internal First Responders" (IFR) also called 'Rapid Response Teams' should be created by the Hon'ble Disaster management Committee of DHC in consultation with the HODs and the Registrar General to provide effective response support till the arrival of outside assistance.
  - o Rapid Response Teams which comprise of the staff and officials are to be identified and trained. These teams shall be equipped with adequate manpower, infrastructure and equipment required for discharge of their duties and responsibilities. A team leader is to be designated by the committee in consultation with the respective teams. The teams should also maintain proper database of equipment under their charge and update whenever necessary. A periodical report shall be submitted to the DHC Disaster management Committee by the team leader.
  - o Following are the rapid response teams to be formed at DHC by the hon'ble Disaster Management Committee with their respective roles and responsibilities:

Table 5.2: Rapid Response Teams

Sr. No	Name of the Team	Roles and Responsibilities
1.	Awareness Generation Team	1. Conduct timely awareness generation activities for DHC staff 2. Discuss DHC Disaster Management Action Plan with the staff periodically.
2.	Early Warning Team	1. Ring emergency/ fire alarm and use the public addressal system to issue warning in clear words
3.	Evacuation Team	1. Identify safe evacuation routes and safe exits 2. Ensure disciplined evacuation to safer location
4.	Co-ordination Team	1. Maintain court-wise updated data of the staff 2. Access evacuated and missing staff details and report to IC 3. Seek any necessary help for the staff from IC and other response teams
5.	Communication & Media Management Team	1. Inform the responder for any emergency situation 2. Inform Ambulance, Fire Brigade, Police and other emergency responders about the situation and needs at the court site
6.	Fire Fighting Team	1. Carry out fire assessment 2. Fight Fire as early as possible 3. Inform IC about the progress periodically
7.	Search and Rescue Team	1. Search for missing persons 2. Rescue missing persons in appropriate manner
8.	First Aid Team	1. Identify resources for first aid 2. Setup first aid delivery point- on site 3. Provide necessary first aid to the injured 4. Conduct triage and tagging
9.	Road Safety and Traffic Management Team	1. Manage traffic on site 2. Manage crowd on site
10.	Food and water supply Team	1. Ensure availability of drinking water on site 2. Ensure availability of food items if required.

- The above-mentioned teams need to be ready at all times for real time operations. Absence of any team member from the complex shall be notified to the Team Leader.
- Hon'ble DHC Disaster Management Committee shall make provisions for regular conduct of specialised response trainings for the teams by the district frontline departments (civil defence, health, police etc) and institutes like NIDM, NDRF, NDMA and ATIs.
- Mock exercise of staff and rapid response teams to be organised with district health department, Civil hospital (under CMO), Red Cross Society and other frontline departments in the district in consultation with the DDMA, New Delhi.

5.6 Establishment of Disaster Management Wing (DMW) on-site Emergency Operations Centre (EOC)/ Control Room at DHC

5.6.1 Before disaster/ during normal times

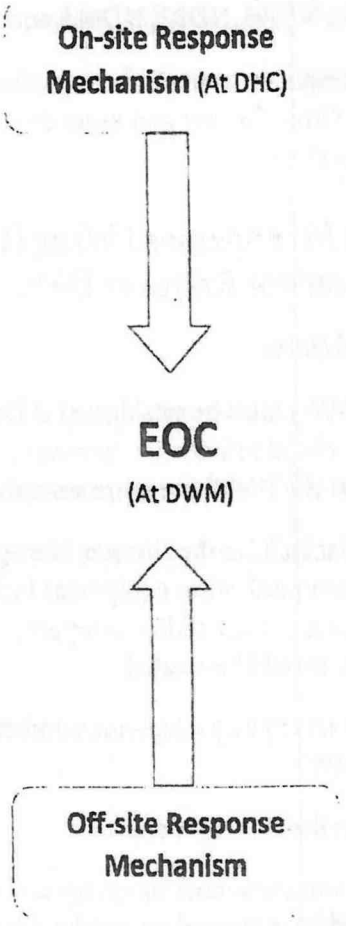
- A Disaster Management Wing (DMW) must be established at Delhi High Court. DMW shall be the centre of all Disaster Management related activities at the court complex. It is also recommended that a coordinator must be designated at the DMW to ensure smooth operations at the DM Wing.
- A control room is to be established at DHC in the Disaster Management Wing (DMW). Proper space for control room with adequate communication equipment including landline telephones, mobile phones, satellite phones, walkie-talkie, ham radio, computer/ laptop with printer facility, email facility, fax machine, television, etc. should be created.
- An updated database of important emergency telephone numbers and district resource inventory is to be kept at the control room/ DMW.
- Adequate personnel to be posted at the control room.
- Proper trainings of the control room personnel to set up and operate control room both during normal and emergency time should be organised on regular basis.

5.6.2 During disaster

An Emergency Operations Centre should be activated whenever there is a major incident that causes significant property damage, potential or actual working/ operation disruption or has the potential to cause a significant impact on the usual business of Delhi High Court. An Emergency Operations Centre (EOC) is a physical (e.g., a conference room) or virtual (e.g., telephone/ video conference call) location designed to support emergency response, continuity of operations and crisis communication activities. Staff meets at the EOC to manage preparations for an impending event or manage the response to an ongoing incident. An EOC focuses on tactics to deal with the immediate and evolving situation. A major function within the EOC is communications between the emergency response teams both on-site (DHC rapid response teams) and off-site (external such as district level).

Once a disaster strikes, EOC is to be activated, the Incident Commander (IC) along with other ICS chiefs must come together, bring expertise to deal with the crisis. The EOC must perform the functions of situational analysis, incident briefing, quick decision making, communication and coordination with on-site response teams and district ESFs and QRTs, resource allocation and overall incident management.

EOC acts as the single point of contact between the external support from district and state and the on-site response mechanism at the DHC.



The Emergency Operations Centre (EOC) must be equipped with important equipment and resources such as maps and communication equipment including landline telephones, mobile phones, satellite phones, walkie-talkie, ham radio, computer/laptop with printer facility, email facility, fax machine, television, etc. In addition, it should also contain LCD monitors, printers, video-conferencing equipment, power sources and backups, copies of plan, etc. It is crucial to strengthen the EOC. This can be done by ensuring regular training of all staff meant to be present in the EOC.

5.7 Training and Capacity Building

- Training and capacity building of stakeholders in general and hon'ble Disaster Management Committee, rapid response teams and control room/ EOC personnel in particular should be carried out.
- Organize capacity building trainings and mock evacuation drills for the entire staff of DHC complex periodically (once in 6 months)
- Mock drills shall be held regularly (at least once in 6 months) (Mock Drill Reporting format attached in annexure)

- The Rapid Response Teams formed (refer Table) that would be formed in the DHC shall undergo regular specialised trainings for their respective roles and responsibilities (search and rescue, first aid, triage, emergency communication etc). The DM Committee shall review, monitor and evaluate their training needs and appraise their performance.

5.8 Medical Preparedness

- On-site emergency medical room at DHC should be in the state of readiness to deal with any eventuality. In addition, a special Healthcare Screening Centre may also be established at DMW during emergency.
- First Aid boxes must be prepared and placed strategically
- First aid awareness training to be made mandatory for all in the DHC

5.9 Resource Inventory Planning and Management

- Create on-site resource inventory at DHC by purchasing essential equipment and materials for prompt rescue, relief and response (a suggestive list is attached in annexure)
- Prepare an on-site as well as off-site resource inventory database
- Develop database information on emergency services including fire service, ambulance, police, medical and health services, food and water supply etc.
- Develop a database of important telephone numbers such as DDMA, nearest hospitals, transportation services, volunteer organisations
  - o Human Resources
  - o Transport & Vehicles
  - o Hospitals and health centers
  - o Blood banks
  - o Equipment
  - o Volunteer Organisations
- All the DHC rapid response teams shall maintain their own database for equipment required for their respective response operations. Team leaders shall review and update any new requirement, their proper functioning, repair and maintenance and report the same to the DHC DM Committee.
- Data regarding the human resources in the building must be regularly updated as and when new appointments are made and new people join the DHC staff.
- The newly appointed staff members must be trained and made aware of the plans.

5.10 Early Warning System

- Establish an effective early warning system in the premises of the DHC controlled from DMW
- Every building must have a siren or fire alarm system that is always working.
- Each bell or horn, manual alarm station must be in proper working condition all the time.

- The alarm stations must be red, and may not be covered or blocked by furniture, posters, drapes, etc.
- When it is sounding, the alarm must be heard in every area of the building.
- The early warning team along with the control room shall monitor this operation.

5.11 Safety and Security of Documents

The following steps should be taken well in advance for prevention of loss of any essential documents:

- The record room should be earmarked in the building for storage of old files, records and documents.
- All the important documents should be scanned and digitized and a copy of it can be kept at some alternate safe place.
- There should be regular daily disposal of files and papers as per the existing government guidelines.
- All the departments/ courts and offices should have back-up of their respective data.
- Security of files/ documents/ PCs/ laptops and use of pen drives and CDs should be ensured as per cyber security plan.
- Regular check by department/ section heads is recommended.

5.12 Preparedness for Chemical Disasters or CBRN Attacks

Delhi High Court, on account of being located in the National capital of the country is considered as one of the high-risk establishments for terrorists or CBRN attacks. The degree of vulnerability can be evidently seen in the form of blasts that took place in the premises of DHC near gate number 5 in September 2011, that claimed 15 lives and injured 79 people.

- It is, therefore, extremely essential for the Hon'ble Disaster Management Committee at DHC to make systematic strategies for effectively dealing with such emergency situations in future. This requires a state-of-the-art detection and surveillance system in place. In addition, effective infrastructural and health care facilities should also be in place to prevent, mitigate or manage injuries / mass level reactions caused due to chemical attacks.
- While dealing with chemical disasters or CBRN attacks, utmost care must be taken by DHC authorities to effectively contains spreading of disasters.
- The following three-tier steps are recommended to be adopted for combating chemical disasters or CBRN attacks –

  i. Identification of potential chemical/CBRN disasters risk and vulnerable pockets and assessment of their impacts

  ii. Capacity building of in-house responders to effectively deal with this specific emergency

  iii. Building preparedness strategy on a long-term basis by incorporating lessons learnt from real time case studies

- Advanced technology enabled surveillance system must be installed at strategic locations across DHC complex. Exchange of all surveillance data and intercepted information with intelligence agencies must be done on regular basis
- Surveillance Technology and Capability of core disaster responders at DHC must be updated periodically
- Surveillance and monitoring of HAZCHEM vehicles plying in /around the campus of Delhi High Court
- Steps to be taken to reduce the risk and impacts of chemical blasts/spillage near DHC complex. This includes erecting barricading at strategic locations
- To ensure the water and electricity supply at DHC is in full protection and security to avoid any possible CBRN attacks
- Digital sensor-based scanning system must be adopted at the postal sorting units. All the staff handling suspicious packets/posts etc must handle them carefully without any hand contact
- In case any such suspicious materials are disclosed to have arrived in the campus, the Disaster Team must be immediately informed
- Awareness drive for staffs and other stakeholders on handing CBRN/ Chemical disasters situation
- Training Programs / Awareness drives for all responders' units to make them understand about the nature of chemical agents and likely injuries

6. Disaster Response

The "response" phase occurs in the immediate aftermath of a disaster. During response, the focus must be on addressing immediate threats to people, property and infrastructure. The aim of emergency response is to provide immediate assistance to save lives. The focus of this phase is on meeting the basic needs of the people until more permanent and sustainable solutions can be found.

Whenever a disaster strikes, prompt and effective response decreases the chances of casualties during the emergency situation. Therefore, a well-structured response plan is necessary for Delhi High Court to effectively deal with any emergency. This response plan is an integral part of Delhi High Court Disaster Management Action Plan.

Hon'ble DM Committee should categorise disaster response in following two parts for any kind of disaster/ emergency situation

- On-site Response
- Off-site Response

6.1 On-Site Response Mechanism

The immediate response given by the on-site responders is said to be on-site response. The on-site response mechanism at Delhi High Court is divided under two heads:

I. Through Incident Response System

II. Through Rapid Response Teams

6.1.1 Disaster Response through Incident Response System

Whenever any disaster or emergency situation arises in Delhi High Court complex, the response activities require a clear delegation of powers and authorities to internal first responders (rapid response teams) or concerned officials involved in the response or Disaster Management activities. This can make the entire operation smooth and systematically planned to deal with the situations effectively.

In this context, the Incident Response System (IRS) based response activities are recommended to be adopted by DHC that may be effective, flexible and modular and adaptable to any kind and intensity of disaster/emergency situation. IRS seeks to strengthen the existing disaster response management system by ensuring that the designated authorities at different levels are backed by Incident Command Teams, trained in different facets of disaster management. Once IRS is put in place and the designated stakeholders are trained in their respective roles and responsibilities, this can greatly help in reducing the chaos and confusion during the entire response phase.

IRS is a flexible system wherein all the sections and branches are not supposed to be activated at the same time rather they need to be activated as and when required that make the system highly effective.

In case of Delhi High Court, Registrar General shall be the Responsible Officer (RO) for the overall supervision of any disaster/emergency incident. He shall also be the Incident Commander for any incident takes place in the complex of DHC. He will also be the coordinating authority with Delhi Disaster Management Authority (DDMA) and other stakeholders' departments. The general organogram of Incident response System is as under:

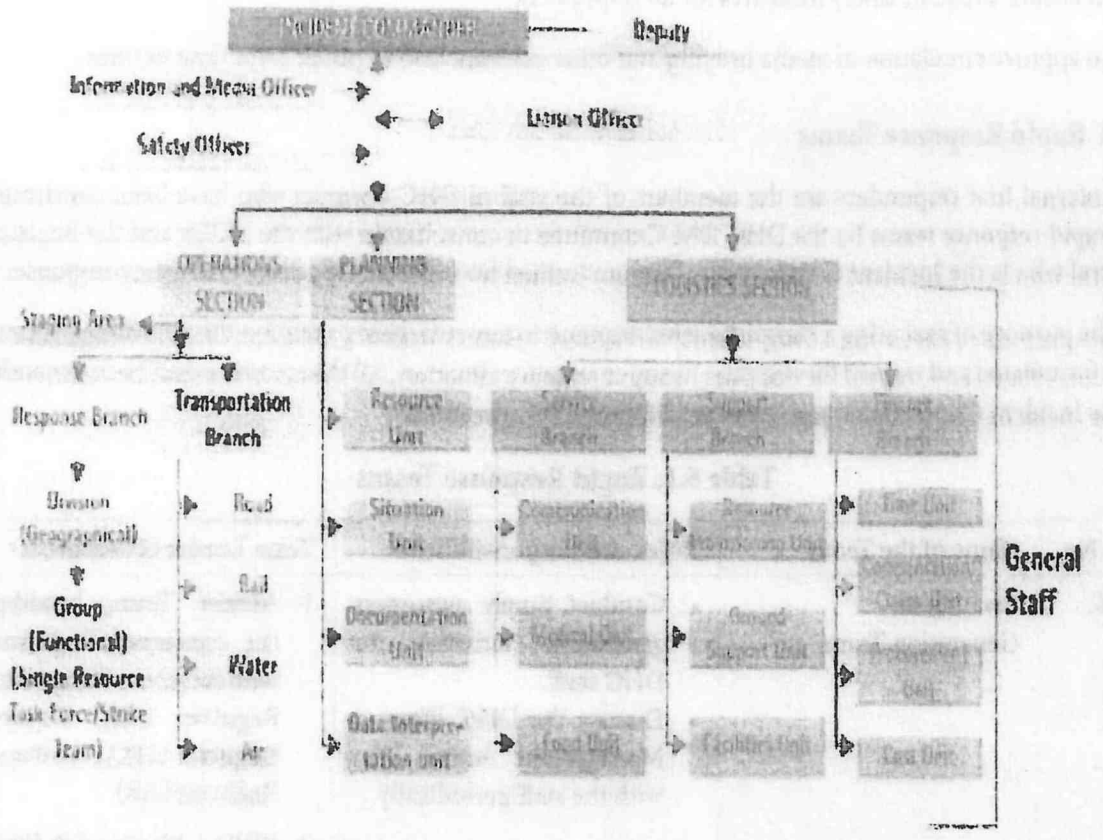


Figure 6.1: Incident Response System; Source: NDMA, GoI

It is recommended that the Hon'ble Committee formed at DHC vide notification no. 5581Estt.lE-lIDHC dated 04.05.2022 shall function as the Incident Response Team as and when any disaster situation arises.

Roles & Responsibilities of the Incident Commander

1. To obtain information about the disaster/ emergency situation in the complex; Resource management and mobilization; need of Incident Command Post (ICP) Staging Area, Incident Base, relief Camp etc.
2. To get constant updates on weather from IMD authority
3. Determine Incident Objectives and appropriate strategy to respond, based on the available information and resources
4. Prioritize activities to be undertaken such as Search & Rescue (SAR), Relief, Rehabilitation etc.
5. To make detailed assessment of resources to be utilized for maintaining Law & Order, Traffic Management, Mob control, Relief Distribution etc.

6. To brief about the situation and disaster response to the Hon'ble Chief Justice
7. To ensure that the incident Action Plan is prepared and implemented at the ground level
8. To hold regular planning meetings with stakeholders for monitoring implementation strategy and Incident Action Plan
9. To ensure adequate safety measures for all responders
10. To approve circulation of media briefing and other relevant info to public from time to time

6.1.2 Rapid Response Teams

The internal first responders are the members of the staff of DHC complex who have been constituted into rapid response teams by the DHC DM Committee in consultation with the HODs and the Registrar General who is the Incident Commander. They are trained for different aspects of emergency response.

For the purpose of executing a comprehensive response to any emergency situation the following teams are to be formulated and trained for response to any emergency situation. All the activities shall be commanded by the Incident Commander and teams shall follow their directions.

Table 6.1: Rapid Response Teams

Sr. No	Name of the Team	Roles and Responsibilities	Team Leader & Members
1.	Awareness Generation Team	• Conduct timely awareness generation activities for DHC staff • Discuss the DHC Disaster Management Action Plan with the staff periodically.	1 Admin Team heading the concerned Registrar with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 PWD – Electrical & Civil with members being Junior Engineer (JE), Assistant Engineer (AE), Operators and Caretakers
2.	Early Warning Team	• Ring emergency alarm and use the public addressal system to issue warning	1 Admin Team heading the Registrar Caretaking with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 PWD – Electrical & Civil with members being Junior Engineer (JE), Assistant Engineer (AE), Operators and Caretakers

3.	Evacuation Team	• Identify safe evacuation routes and safe exits • Ensure disciplined evacuation to safer location	1 ACP Leading with security staff from Delhi Police, CRPF, Inspector 2 Concerned Registrar with members being JR, DR, AR coordinating with ACP during evacuation process
4.	Co-ordination Team	• Maintain court-wise updated data of the staff • Access evacuated and missing staff details and report to IC • Seek any necessary help from IC other response teams	1 Admin Team heading the concerned Registrar with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 PWD – Electrical & Civil with members being Junior Engineer (JE), Assistant Engineer (AE), Operators and Caretakers
5.	Communication & Media Management Team	• Inform the team of responders for any emergency situation • Inform Ambulance, Fire Brigade, Police and other emergency responders about the situation and needs at the court site	1 Admin Team heading the concerned Registrar with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 PWD – Electrical & Civil with members being Junior Engineer (JE), Assistant Engineer (AE), Operators and Caretakers 3 ACP leading with members being the security staff such as Delhi Police, Inspector, CRPF
6.	Fire Fighting Team	• Assessment of fire breakout in the premises • Fight Fire as early as possible • Inform IC for line of action	1 PWD – Electrical & Civil with members being Junior Engineer (JE), Assistant Engineer (AE), Operators and Caretakers

			2 ACP leading with members being the security staff such as Delhi Police, Inspector, CRPF
7.	Search and Rescue Team	• Search for missing persons • Rescue missing persons in appropriate manner	1 ACP leading with members being the security staff such as Delhi Police, Inspector, CRPF
8.	First Aid Team	• Identify resources for First Aid & CPR • Setup first aid delivery point- onsite • Provide necessary first aid to the injured at special camps • Conduct triage & tagging	Chief Medical Officer from Medical Block leading with members being doctors, nursing staff, nurses
9.	Road Safety and Traffic Management Team	• Manage traffic on site • Manage crowd on site	1 Admin Team heading the concerned Registrar Caretaking with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 ACP leading with members being the security staff such as Delhi Police, Inspector, CRPF 3 Delhi Bar Association head with staff members
10.	Food and water supply Team	• Ensure availability of safe drinking water on site • Ensure availability of food items if required.	1 Admin Team heading the concerned Registrar Caretaking with members being Joint Registrar (JR), Deputy Registrar (DR), Assistant Registrar (AR) 2 Revenue Officer/ District Magistrate for District New Delhi

Activation of Rapid Response Teams: With the warning/ emergency alarm, the response teams in the court complex shall be activated and assemble at the pre-identified safe location (parking area next to the tomb and lawn next to C block). Further, all the team members will fall into respective teams and report to the IC for the orders.

6.2 Command and control of on-site response

The Incident Response System along with the Rapid Response Teams constitute the On-Site Response Mechanism at the Delhi High Court. At the onset of any disaster, the mechanism for response shall be as follows:

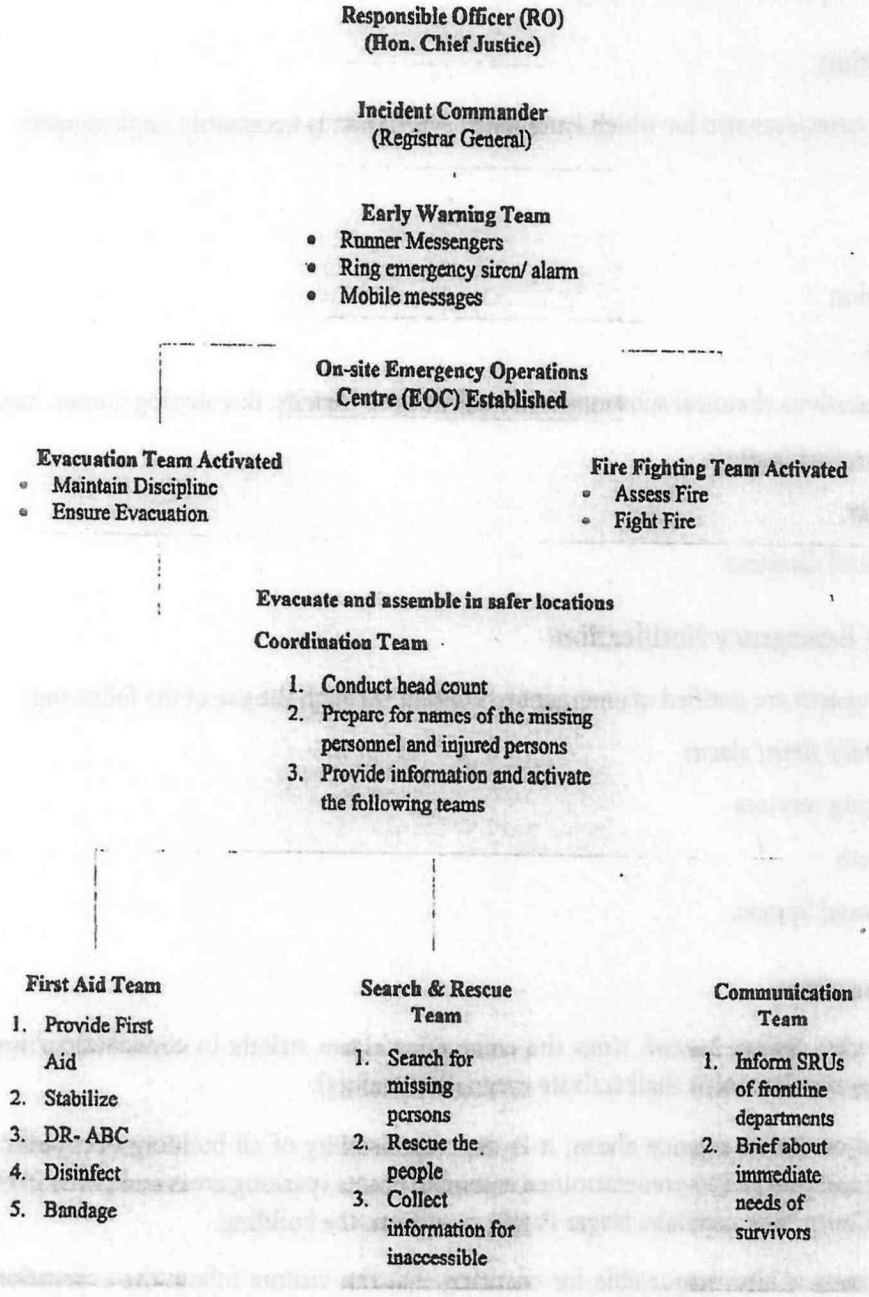


Figure 6.2 On-site Response mechanism at Delhi High Court

6.3 Post Disaster Evacuation Plan for Delhi High Court

The aim of the evacuation plan is to facilitate complete evacuation of DHC complex in orderly manner when a hazard strikes. The primary objective of the evacuation plan is to ensure that:

1. Everyone leaves the building safely
2. To create clarity regarding safe routes, safe locations, assembly area and various safety resources in the premises of the building.
3. To create proper system of evacuation that enables building occupants accountable for an emergency evacuation of all present in the building.

Need of Evacuation

The following are cases/scenario for which emergency evacuation is necessarily implemented:

1. Fire
2. Earthquake
3. Bomb Explosion
4. Bomb threats
5. Release of hazardous chemical substances, in quantities or toxicity, threatening human health.
6. Building air contamination
7. Severe weather
8. Other unnatural disasters

Early Warning/ Emergency Notification

The building occupants are notified of emergency situation through the use of the following:

1. Emergency bell/ siren/ alarm
2. Mass messaging services
3. Word of mouth
4. Public Addressal System

Evacuation Procedure

1. The person who detects hazard, rings the emergency alarm strictly in consultation/ approval with Incident Commander which shall activate evacuation team(s).
2. At the sound of the emergency alarm, it is the responsibility of all building occupants to evacuate immediately and proceed to predetermined assembly points (parking areas and lawns in the premises, Delhi High Court Park and Baba Nagar Park), away from the building.
3. Evacuation team is also responsible for ensuring that the visitors follow the evacuation procedure described herein, and leave the building along with all other occupants.

4. In case of meetings, courts hearings or procedures, the HODs/ officers concerned are responsible for adjourning their courts, and directing staff to leave the building by the nearest building exit upon hearing the emergency alarm or being notified of an emergency.
5. Designated essential personnel needed to continue or shut down critical operations, while an evacuation is underway, are responsible for recognizing and/or determining when to abandon the operation and evacuate themselves.
6. New workers/ contract workers/ general public will be made familiar with the procedures outlined herein, and are expected to leave the building when the alarm sounds.
7. The evacuation team will be responsible for creating buddy-system for ensuring evacuation of the vulnerable.
8. Any person unable to use stairs, or need assistance to evacuate, should proceed to the nearest designated "Safe Stay" (SS) or remain in his/her office if safe. Emergency evacuation team members will check safe rooms and ensure emergency response and rescue teams are notified if someone has taken refuge there. They will also report any person taking refuge in offices in their areas.

Dos and Don'ts for Evacuation

Whenever you hear the building alarm or are informed of a general emergency,

1. Do not panic
2. Do not ignore alarm.
3. Leave the building immediately, in an orderly fashion.
4. Do not use elevators, use stairs in a disciplined way
5. Meetings, court hearings etc. must be dismissed/ adjourned and all are directed to leave and assemble outside at the assembly areas (DHC Park & Baba Nagar Park)
6. Follow quickest evacuation route from where you are (see pasted floor evacuation diagram/map).
7. Do not go back to office area for any reason.
8. Proceed to the designated emergency assembly point designated for your area. If the designated assembly point/area is unsafe or blocked due to the emergency, proceed to the alternate assembly point.
9. Report at the assembly point to be checked off as having evacuated safely; also report any knowledge you may have of missing persons.
10. Return to the building only after emergency officials or building monitors give the all-clear signal. Silencing the alarm doesn't mean the emergency is over and public address system may also be followed.

Responsibility of Evacuation Teams

For the purpose of this plan, Emergency Evacuation Team and other rapid response teams responsible during evacuation (hereon referred as evacuation personnel; also refer table below), and their alternates must be regular employees who are to be trained to help ensure that:

1. Building evacuation is carried out as planned,
2. Evacuated occupants are to be directed to assigned assembly points where they will be accounted for, and
3. Persons needing assistance to evacuate are attended to.

Building emergency evacuation personnel and their alternates shall be selected among building occupants, and on a voluntary basis.

The following is the list of building emergency evacuation personnel, and their corresponding duties:

PLEASE NOTE: ASSIGNED DUTIES ARE TO BE CARRIED OUT ONLY IF YOU ARE NOT PUTTING YOURSELF IN DANGER OR RISKING YOUR PERSONAL SAFETY

Personnel	Duties
Communication Team and Coordination Team	• Maintain a current list of all occupants, including part time and all other employees in immediate work area. • Ensure area occupants leave the building in cases where there is word of an emergency but building alarm didn't sound. • Inform occupants of their duty to report to assembly point. • Assist and/or direct occupants with limited mobility either to safe rooms, or to assembly areas • Leave the building as soon as possible and go to your assembly area. • Check off co-workers who safely reported to assembly point from occupant list. • Collect information on missing personnel known or suspected to still be in the building and report to the floor monitor or emergency personnel.
Evacuation Team	• While leaving, monitor corridors on assigned floor and ensure personnel are moving towards exits. • Check restrooms on assigned floor to ensure they have been evacuated. • Check Safe Stay (SS) area to evacuate disabled, elderlies and others • Assist and/or direct occupants with limited mobility either to safe rooms, or down stairs if able to negotiate stairway. • Leave the building as soon as possible and ensure assigned entryways are being monitored. Report presence of anyone still on your floor to Emergency Coordinator, or directly to Fire Dept. • Prevent re-entry into the building until emergency responders or the emergency coordinator announces the all-clear signal. • Fill out the building evacuation observation report form. • Constantly monitor the safe evacuation through CCTV

Coordination Team	• Collect information on building occupants known or suspected to be present in its building from Floor-wise members. • Report information on occupants needing assistance to evacuate and other personnel suspected to still be in building to emergency responders or on-site Incident Commander. • Transmit the All-Clear signal to floor monitors or other building emergency evacuation personnel. • Conduct post emergency meeting if necessary.

6.4 Off-site Response Mechanism

During any disaster event, the response mechanism that would be external to the Delhi High Court premises shall be known as the off-site response mechanism such as at district, State or national level.

The Delhi High Court falls under the jurisdiction of district of New Delhi. Hence, the off-site response mechanism would be based on the District Disaster management Plan, New Delhi. Following is the immediate response role of the district administration.

6.4.1 Role of District Administration

- Activation of EOC (DDMA Control Room)
- Alert district Emergency Support Functions (ESFs) through DDMA
- Response by first responders
- Establishment of Incident command post (ICP) at DHC
- Establishment of communication post at Delhi High Court Park area in front of main building
- Establishment of First Aid post at Delhi High Court Park area in front of main building)
- Establishment of Relief Camp at Major Dhyan Chand Stadium
- Establishment of staging area at Sher Shah Suri Gate premises
- Establishment of information center at incident site at Justice Sunanda Bhandare Marg
- First Aid
- Shelter management and Resource Management
- Potable water and food

6.4.2 Response at State and National level Authorities

- Specialized response by State SDRF (if applicable)
- Specialized response by National level responders (NDRF)
  - ✔ Initial assessment
  - ✔ Scene size up
  - ✔ Search (Manual, Technical & canine)
  - ✔ Rescue & evacuation

The district frontline departments support the Emergency Support Functions of Communication, medical response, electricity, water etc. (Refer Table 5.1 in chapter 5). Following are the immediate responsibilities of the frontline departments in discharging their duties under the Emergency Support Functions for the court complex during any disaster event:

Table 6.2: Department-wise Emergency Support Functions

Sr. No.	Department	Responsibility
1.	Police Department	1. Corden off the area immediately 2. Provide Security to the property/ records/ documents 3. Crowd Management 4. Communication (Wireless) 5. Maintain law and order
2.	Revenue Department	1. Co-ordinate overall response 2. Provide/ procure response equipments
3.	Health Department	1. Provide ambulances 2. Conduct Triage 3. Provide emergency medical response
4.	Fire Department	1. Assess Fire; Fight fire 2. Search and Rescue person
5.	Power	1. Provide electricity as and when required 2. Cut off power supply when needed 3. Provide generators during response
6.	PWD	1. Provide heavy duty equipment for response
7.	MCD	1. Provide JCBs, Cranes or other heavy duty equipment
8.	Delhi Jal board	1. Provide water through water tankers
9.	Any other Department	1. Resources from any department can be procured during emergency as per the direction of the RO.

Off- site response Plan in congruence with on-site response mechanism at DHC

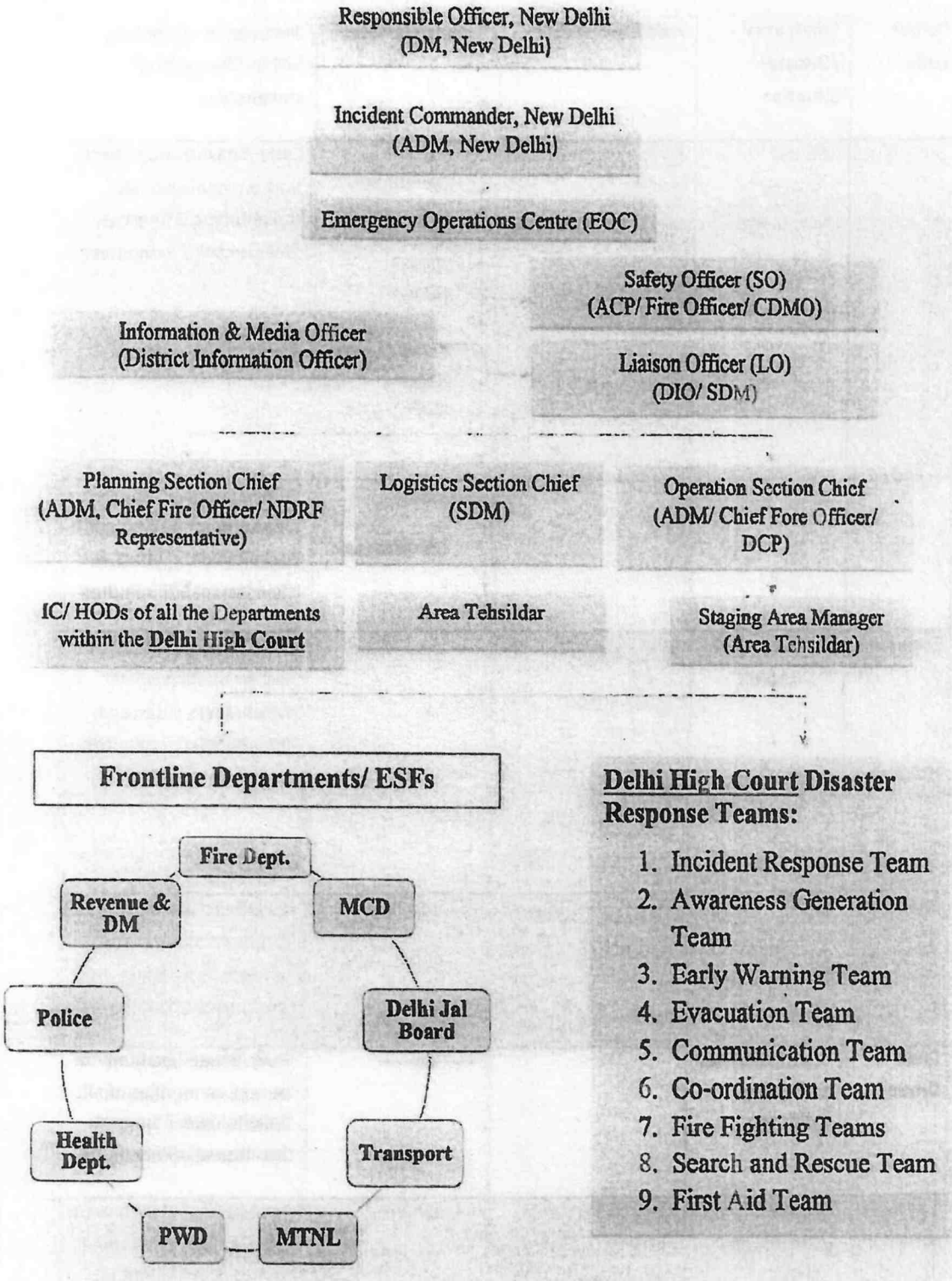


Figure 6.3: Comprehensive Response Mechanism

The following Emergency Response Protocol (ERP) may be adopted by Disaster Response Teams. This enables quick early warning, information dissemination and smooth communication both on-site and off-site. This coding should be on display at various locations for wide circulation.

Colour Code	Emergency /Disaster Situation	Helpline Number	To be contacted	Message to be sent by DM In-Charge to all stakeholders
Code Blue	Natural Disasters (Earthquakes, Floods, Tornadoes etc.)	1078, 011-26701728, 1077, 112, 011-23075083	▪ DM ▪ Committee ▪ DHC Control Room ▪ NDRF ▪ DDMA ▪ Local Hospital ▪ Police Control Room ▪ NDRF	Code Blue<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes
			-----do----- ▪ Bomb Squad	Code Orange<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes
Code Pink	Chemical/CBRN Disasters	112, 1077, 1078, 011-26701728, 011-23075083, 011-23468136/ 23438091, 011-23095054	-----do-----	Code Pink<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes
Code Red	Fire	112, 1077, 011-23075083	-----do----- ▪ Fire Services	Code Red<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes
Code Green	Stampede/Mass affecting incidence		-----do-----	Code Green<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes
Code Brown	Medical /Healthcare related Emergency	112, 011-43501801, 1077, 011-23075083	-----do-----	Code Brown<location> to be sent on mobiles of all stakeholders 3 times at the interval of 5 minutes

6.5 Disaster wise Emergency Response Plans

6.5.1 Earthquake

- Activate pre-rehearsed trigger mechanism by Delhi High court security staff.
- Activation of EOC.
- Establish ICP by pre-designated official.
- Prepare IAP (Immediate Action Plan) by IC.
- Simultaneous search and rescue by Delhi Police, DDMA QRT and fire services as first responder which include removal of surface victims and shifting to the hospitals in the PCR vans.
- Pooling of all resources at pre-designated staging area.
- Prepare composite task force or strike teams according to need.
- Search and rescue by stand-alone teams or RRT according to the IAP.
- Aerial reccee of affected area, if required.
- Fooding and lodging for victims/ rescuers and staff that manning relief centres.
- Relief material distribution.
- Manage separate Cook House for rescuers and victims, if feasible.
- Use of Civil Defence Volunteers in distribution of food.
- DCP, Delhi Police will ensure the safety and security of classified/restricted documents which have been left inside. Maintenance of law and order, prevention of trespassing, looting etc.
- Warn people and stakeholders of possible aftershocks
- Plan the manning of relief centres.
- Air lifting of heavy machinery/ equipment from airport, if required.
- Air lifting of rescue teams, if required.
- District magistrate, New Delhi district will nominate a dedicated nodal officer for air operation, if required. Nodal officer will prepare a plan regarding communication, number of sorties and alternate arrangements of alternate Air strip.
- Launch rope rescue equipment if winch down to rescuers on the roof of collapsed structure is not possible by helipad.
- Media management/arrangements.

6.5.2 Chemical, Biological and Radiological & Nuclear (CBRN) Disasters

- Activation of pre-rehearse trigger mechanism by Delhi High Court DM Teams.
- Establish an Emergency Operation Centre (EOC)
- Establish ICP (Incident Command Post) by Incident commander.
- Prepare IAP (immediate action Plan) with taking following points into consideration: -

- Emergency Support Functions (ESF's) which should be involved
- Safety precautions
- Route/Alternate Route or Escape Route
- Medical (Detail of earmarked Hospital nearby, requirement of doctor & Ambulance etc)
- Resources needed
- Transportation required
- Detection Equipment
- Requirement of Budget etc.

- Pool all resources at pre-designated staging area.

- Mobilize responders with detection equipment. NDRF is the only agency which has PPE. Other stakeholders may include: -
  - Civil Administration
  - Local Community and Delhi High Court staff
  - Fire Service & Civil Defence
  - Local Police.
  - Medical Service
  - NGOs, if any
  - Identifying the hazard (Type of Chemical or Radiological).
  - Name of Chemical/Characteristics
  - Type
  - Intensity
  - Hazards & Potential Health Effects

- Assign & supervise the task to detect the chemical to respective agencies.
  - For Detection of Liquid Agent – Use TCDP (Three Colour Detection Paper), CAM (Chemical Agent Monitor).
  - For Detection of Vapours – Use RVDK (Residual Vapour Detection Kit), CAM (Chemical Agent Monitor)
  - For Detection of Solid Agent - Multi Rae plus, Gas Alert Micro-5 or Hand Held Gas Detector, HVGI (Hazardous Vapour Gas Identifier).

- Identify the Category of Chemical Hazards.
  - Corrosives: - Strong Acids/Base (Sulphuric, Nitric & Sodium Hydroxide)
  - Flammable: – Gasoline/Wood/paper/Methanol etc.

- Oxidizers/Reactive: - Aluminium Nitrate/Acrylic Acid etc.
- Toxins: – Hydrogen Cyanide/Hydrogen Peroxide etc.

- Start announcing about the remedial actions on Radio, Doordarshan and on Public Address System.
- Announce or update about the incident site or Victims to their relatives.
  - Number of Victims rescued (Minor or Major Injuries).
  - Number of critical Victims being transferred to pre detailed Hospital.
  - Status of Incident site.i.e. safe movement etc.
- Announce about the facilities: -
  - Control Room
  - Medical area & Pre detailed Hospital nearby
  - Emergency Operation Centre (EOC)
  - Ambulance & Fire Brigade
- Drinking Water & Toilets etc
- Cordon the affected area & mark the Zones (Hot, Warm & cold) & Decontamination Unit Waiting Area/Contaminated Unit Waiting Area after taking due consideration of wind direction.

Hot zone:-

- It is the most contaminated area identified by the detection team.
- Minimum medical care will be given
- Only rescue personnel with appropriate PPE should be allowed in this Zone
- Vehicles/equipment entered into this area are expected to be highly contaminated hence should be decontaminated before re-use.
- Ensure minimum duration of time of personnel or rotation of rescuer in the Hot Zone.

Warm zone:-

- Rescue, decontamination and medical personnel will be present to treat casualties
- All must be in full protective gears.
- Ensure that rescuer will not go from CUWA to DUDA area without decontamination.

Cold zone:-

- It is the Safe area.
- Transfer of patients will be done after examining every individual.
- Incident Command Post will be established.

- Ensure to replace canister in the facemask after every 30 -60 minutes depending on the concentration of chemical agent.
- Identification of Entry/Exit route or Escape out routes for the response team.
- Safety signal or Field Signal for communication (Mega phone/Whistle- Single Whistle – Stop, Double Whistle - Start)
- Mitigate hazard by ceiling in case of Chemical and shielding in case of radiological.
- Recommend actions to mitigate the situation within the Hot Zone.
  - Use of Disaster Management Kit
  - Shielding, if required
  - Wash with water/dilute in case of spill
  - Use Decontamination Solution (DS 2)
  - Use of Fire Extinguisher, if Required
  - Use an absorbent material (PDK-1/PDK-2)
- Clean the area thoroughly with soap & water.
- Casualty evacuation using full or half body bags (depends on the severity of victims).
- Conduct triage. Consider who might be affected and how they might be harmed: -
  - Ingestion
  - Absorption
  - Inhalation
  - Injection
- Provide appropriate first aid and medical assistance to victims.
- Admit patient to the nearest hospital with CBRN enabled facilities.
- Provide shelters to the person who have evacuated.
- Arrange decontamination of victims and rescuers thereafter.
- Decontaminate area and equipment.
- Decontamination Types:-
  - Mechanical Decontamination – Cover the Contaminated Surface or removal.
  - Physical Decontamination - Dilution & Washing, Vaporisation, Reverse Osmosis or Ultra Filtration, Absorption Method (PDK-1/PDK-2).

- Chemical Decontamination – DS-2(Decontamination Solution), Decontamination Kit.
- Biological Decontamination – Mammals tissue & Enzyme derived from bacteria which are being used for to hydrolyze the Sarin Gas.

- Nine Steps for Decontamination for rescuers:-
  - Registration/ Individual Gear Off
  - Shuffle Pit
  - Over Garment Off
  - Over Boot and Over Gloves
  - Monitoring
  - Face Mask Removal
  - Shower
  - Re-monitoring

- Media management.

- Apply decision support systems and other relevant documents: -
  - ALOHA Model (Areal locations of Hazardous Materials)
  - ERDMP (Emergency Response & Disaster Management Plan)
  - MSDS (Material Safety Data Sheet)

Response to Radiological emergency - Finding an "orphan source" in the public domain is the only probable disaster in Delhi High Court. In case of any such incident, CMG is immediately activated. NCMC, NEC and NDMA at Centre coordinate with New Delhi District administration.

- AERB oversees the overall Nuclear and Radiological emergency. DAE provides technical assistance.
- As per statutory provision New Delhi district collector shall be the Incident commander with "No power of delegation" to any junior rank official. Public Information Centre (PIC) will be activated immediately
- Local Civil defence, Police, Fire Services will play crucial role in public awareness, Law & Order and during low level emergencies.
- Earmarked Hospital services will provide prophylaxis iodate tablets and will provide care for radiation syndrome to public at large.
- Response phase will include rescue, evacuation, decontamination and mitigation of threat. ERC's established by BARC and NDRF will be responsible for response.

- Some common response element during any Radiological emergency-
  - ➢ Activation of response
  - ➢ Mitigation of impact of accident
  - ➢ Activation of command and control
  - ➢ Mobilization of emergency facilities and equipment
  - ➢ Emergency assessment
  - ➢ Protective measures
  - ➢ Public Information
  - ➢ Life saving and medical care

6.5.3 Flood

- Establish EOC.
- Establish ICP.
- Establish staging area.
- Start evacuating people.
- Apply sand bags for repair.
- Plan for number of pumps its capacity whereabouts.
- Roads are blocked due to flood water, electricity poles and uprooted trees.
- Alternative electricity arrangements.
- Optical Fibre Cables & Telephone lines are cut. No communication network in working condition.
- Alternate communication- BTS's by private operators
- Potable water tanker.
- Arrays mobile lavatory/ Bathroom in sufficient numbers.
- Arrangements for disposal of waste (according to Green, Red, Yellow, Orange)
- Dead body management of Human and Animal. Identification, hand over to family or mass cremation according to their religion.
- Disposal of animal dead bodies.
- Information Centre (equipment, man power, training and information)
- Never enter into drainage/sewer or main hall without checking the oxygen level.
- Chemical detectors must be used before entering into it for repairing or saving someone's life.
- Self-content breathing apparatus (SCBA) must be used before entering even if, oxygen level is sufficient.
- All the time the rescuer who has entered into the manhole must be fastened with rope.
- Fix pre-determined signals using rope for the communication between rescuers.

6.6 Medical Response

The medical response plan includes roles and responsibilities of stakeholders including DM Committee and other service providers. Incident Command Post identified at DHC shall be used for this plan along with emergency medical units and first aid care centres and the first aid team at DHC.

Following is the medical response plan recommended to be followed during and after the disaster:

6.6.1 Disaster Alert / Warning System

After the onset of any disaster, a warning message should be disseminated to all the members of Hon'ble Disaster Management Committee in general and Medical First Responders including on duty health care officers in particular.

The Health Care System at Delhi High Court shall activate their response system on the basis of three (3) vital information –

1. Notification of Events such as type and nature of disasters, onset date and time, severity etc.
2. Types and Volumes of Resources to be required for deployment
3. Level of Disasters –

a. Level -0 – Preparedness Phase

b. Level-1 - Response required at the district level

c. Level-2 - Response required at the state level

d. Level-3 - Response required at the national level

Medical Response Plan should be executed by DHC in accordance with the level of disasters.

6.6.2 Incident Command System (ICS) For Health Care

ICS for health care and related emergency situations is to be established based on the nature and intensity of disasters in sync with the prevailing hydro-meteorological conditions. The MEDICAL COMMAND POST shall be the integral part of health care ICS at Delhi High Court acronymic hereinafter as HCICS. It will work under the overall supervision of nodal Medical Officer /Specialist deputed by CMO under the overall directions of Incident Commander. HCICS shall be equipped with all the necessary health care facilities as well as strong communication back up such as "Walky-Talky" "Intercom/Mobile/Public Address System" etc.

6.6.3 Pre-Hospital Care

After the strike of any disaster at Delhi High Court complex, it is recommended that pre-hospital medical care facilities must be in place to provide instant relief to the affected people. This can also reduce mortality and morbidity to a greater extent.

The Quick Medical Response Team (QMRT) available at the medical command post shall ensure to provide the following response services –

- Triage, Tagging, Reverse Triaging (If required)
- Evacuation of disaster victims

- Decontamination of the affected area with the support of Disaster Response Team and general staffs
- Specialized CBRN (Chemical, Biological, Radiological and Nuclear) disaster response at all level
- Provision of Basic First Aid, essential medicines etc.
- Psycho-Social support of disaster victims
- Coordination with external medical response team
- CPR and Basic Life care support to be provided by QMRT with the support skilled team

The following prioritization criterion shall be followed by QMRT –

- P-1 (Red) – Require Immediate Life Saving measures
- P-2 (Yellow) – Not very serious, but medical treatment for injuries or other medical ailments
- P-3 (Green) – Require only basic first aid, observation and follow up

6.6.4 Evacuation

If the intensity of disaster requires complete evacuation from the premises, a strategic plan must be in place to ensure smooth and safe translocation of DHC staffs and other people. Due care must be taken to ensure no panic or stampede situations arise.

6.6.5 Offsite Hospital Management Plan

- Hon'ble Disaster Management Committee of Delhi High Court shall direct effective coordination with the following hospital situated in the vicinity –
  1. All India Institute of Medical Sciences (AIIMS) – 6.2 kms from DHC
  2. Safdarjung Hospital & Trauma Center – 7.0 kms from DHC
  3. AIIMS Jayprakash Narayan Apex Trauma Center – 10 kms from DHC
  4. Govind Ballabh Pant Hospital – 4.4 kms from DHC etc.
- In coordination with the hon. Disaster Management Committee of DHC and Delhi Disaster Management Authority (DDMA), all the hospitals and Trauma centers shall ensure the following preparedness measures for providing offsite hospital care support. All the nodal officers at these hospitals shall be briefed about the expected numbers of casualties and preparedness requirements –
  - Reverse Triaging and Medical Preparedness at disaster emergency wards in all the above-mentioned hospital and other trauma centres
  - Activation of Emergency Action Plans (EAPs) and proposed response measures
  - Strategy for Critical Care Support Unit (CCSU)
  - Hospitals to activate Life Support Function units such as Oxygen Support Units; Ventilators; Dialysis Equipment; Blood Transfusion Systems; Pathological Laboratories; Radiological Laboratories; Ambulances; Life Support Units etc.
  - Hospitals to ensure facilities of long duration management of disaster patients in respective hospitals
  - Appropriate safety and security measures to be ensured at all the serving hospitals to sustain any cascading impacts of disasters or other unforeseen events

- Public Information System must be in place at all the serving hospitals dealing with disaster patients to circulate vital information to general public and periodic media briefing to print and electronic media to ensure dissemination of authentic, timely and regular information that may avoid spread of panic situations
- CBRN disasters must be dealt with by all hospitals with proper care and caution under the Hospital DM Plans.
- Periodic Mock Drills to be organized quarterly in coordination with Delhi Disaster Management Authority (DDMA) to check the following-
  i. Effective and timely response to all stakeholders
  ii. Coordination between agencies
  iii. Time Management of Response by various groups of responders
  iv. Participatory role of communities

6.6.6 Provision of Food, Water, Shelter, Hygiene and Sanitation

During and after disasters of higher magnitude, it would be essential for DHC administration to make arrangements for food, water etc. not only to Hon'ble Judges, Advocates and staffs, but also to general people affected by disaster at DHC complex. Hence, it is recommended to follow minimum standards for food, water supply, health, hygiene, sanitation and shelter. It is further recommended that "SPHERE STANDARDS for Humanitarian Aid" launched by SPHERE project in 1997 based on the humanitarian charter and minimum standards in disaster response should be referred in the arrangements of such services –

- Weather and Climatic conditions should be considered while deciding on food, water and relief distribution
- Nutritional requirements must be fixed, in consultation with the Nodal officer of Health and Nutrition or the concerned Medical Officer in charge at DHC
- On an average 15-20 litres of water per day per person is required during emergency /disaster situation
- Special needs for children, pregnant and lactating women, old aged, disabled etc. should be addressed properly
- Portable Water Purification Units should be installed at few locations depending on requirements to reduce dependence on bottled water

7. Conclusion

Delhi High Court, on account of being located in the zone of historical importance, with very high politico-legal significance has been considered by policy planners as one of the highest priority establishments to have a state-of-the-art Disaster Management Action Plan in place. This may strengthen disaster resilience of the entire premises of Delhi High Court on one hand and demonstrate it as a model High Court in the country to have a structured DM plan on the other. In this backdrop, the Hon'ble Disaster Management Committee of DHC has decided to formulate a Disaster Management Action Plan that can provide clarity about roles, responsibilities and actions required to adequately prepare for and respond to various disaster situations in a well-coordinated manner. The plan shall act as a guide for dealing with crisis and emergencies of varied nature.

The Hon'ble Disaster Management Committee constituted for Delhi High Court is diverse in its constitution with various domain expert authorities. The committee shall be overseeing all the disaster management and risk reduction related operation in the court complex. The committee is the decision making body for all important matters regarding manpower, equipment, training etc. for the entire DHC complex.

The Disaster Management Action Plan succinctly identifies its aim of preventing and reducing the disaster risk and vulnerabilities that the complex of Delhi High Court is susceptible to. Its objectives are in line with the Sendai Framework for Disaster Risk Reduction and the Disaster Management Act. The plan document provides a framework and direction to Delhi High Court for all phases of disaster cycle- pre-disaster, during disaster and after disaster. It sets out to minimize the impact of disasters on the structures/ buildings and the people, to facilitate timely and effective response to disasters and a holistic disaster management through integration of mitigation, preparedness and DRR measures.

As a prelude to the formulation of Disaster Management Action Plan, the Hazard Vulnerability and Capacity Analysis (HRVCA) was conducted for the purpose of understanding the potential hazard incidence for DHC. The HRVCA has enabled the plan document to make recommendations based on detailed study of risk to address vulnerabilities, prepare for, mitigate and respond to multiple hazards. HRVCA forms the foundation on which every recommendation has been made as it acts as a guiding light for risk informed planning.

The team formulating the DM Action Plan also analysed mitigation requirements in the entire DHC premises. Mitigation is a pre-disaster strategy that reduces the severity and impact of disaster. Building audits- structural audit, fire audit, pre-monsoon audit and inspection are essential for enhancing and maintaining the structural integrity of the complex, so that it can withstand the impact of any hazard. Non-structural mitigation measures include maintaining obstruction free exits, securing and bracing the furniture and other equipment to walls and ceiling for preventing falling hazards, mandatory power back, installing reliable Public Addressal System (PAS), evacuation mapping delineating clear routes to pre-identified safe assembly points etc.

While carrying out detailed HRVC, the team also analysed required prevention and preparedness strategies that create readiness for action and response if and when a disaster strikes. The most important activity under preparedness is capacity building that entails creating awareness, educating and training of all staff

d personnel of DHC complex for taking quick action during an emergency. Mock drills are then essential as simulation exercises, that not only prepare and train the participants but also help in identifying gaps and weaknesses in preparedness which can then be addressed appropriately. The Hon'ble DM Committee of DHC is recommended to conduct mock drills and training periodically that is required in order to verify the level of preparedness and improve the coordination during emergencies. Mock-drills help in evaluating response and improving coordination within the administration, among various departments, non-government agencies, other stakeholders and communities. They help in identifying the extent to which the plans are effective and also aid in revising these, if required. These drills enhance the ability to respond faster, better and in an organized manner during the response and recovery phase. Establishing Disaster Management Wing with control room that is equipped with all essential communication equipment, creating and regularly updating resource inventory (human resources, equipment, medicines, volunteers etc.), peace time coordination with emergency support functions at local district level enables swift response during emergency with minimum response time.

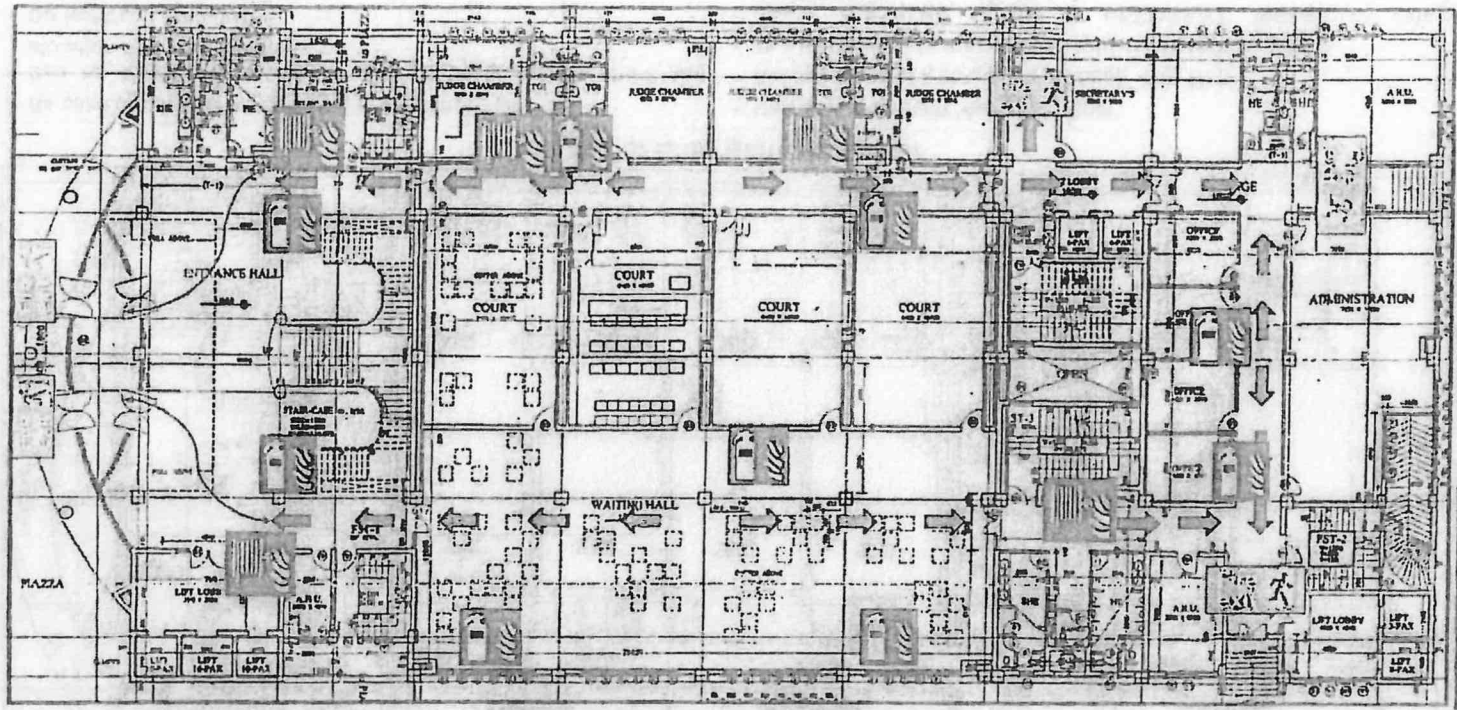
When a disaster strikes and emergency ensues, a well-prepared holistic Response Plan shall come into effect. For a comprehensive response, on-site and off-site response mechanisms have been developed meaning that when the emergency would strike, the response arrangements on-site at the Delhi High Court complex will be activated and simultaneously the control room and emergency operations centre at the DHC would coordinate off-site response (external assistance) from the district departments and emergency services. The response will be managed by the 'Incident Response System' and the 'Rapid Response Teams' designated at DHC. The 'Emergency Operations Centre (EOC)' established at DHC should coordinate response with the DDMA and the Emergency Support Functions/ Frontline departments (Police, Fire Services, MCD, PWD etc.). For clear communication and information dissemination during emergencies various hazards have been given colour codes to establish the emergency response protocol (Code Orange for Bomb Blast, Code Blue for Natural Hazards, Code Red for Fire etc.) at DHC. Disaster specific response action plan should be followed, if and when any disaster strikes. These plans provide specific operation modules depending on the nature of hazard for effective and quick response.

This action plan shall be treated as a dynamic document, means it has to be periodically updated on the basis of new learnings, experiences and information. For the process of implementation, the most important component of testing the DDMP is to conduct regular mock drill or simulation exercises in order to identify the positive elements as well as gaps. This has to be based on past experiences and lessons learnt. Regular consultation meetings of members of the DM Committee of DHC and with frontline departments/ district administration should ensure periodic implementation, review and updation of the DM Action Plan.

Therefore, for creating and effective disaster risk reduction and resilience ecosystem at the Delhi High Court, the recommended actions and risk informed planning have to become part of day to day business of the court and must figure into all important development decisions. This shall create a culture of safety and resilience at the court complex and achieve the vision of setting Delhi High Court (that is a critical infrastructure) as an example of Disaster Resilient Infrastructure (DRI).

ANNEXURE

FIRE & DISASTER EVACUATION PLAN



Key To Symbols	
	Escape Route
	Fire Exit Staircase
	Fire Hydrant Cabinet
	Fire Extinguisher

Emergency Numbers	
100/112	Police
101/112	Fire Brigade
102	Ambulance
1077	Disaster Management

आग लगने की स्थिति में
In case of fire

लिफ्ट का प्रयोग न करें
DO NOT use lift

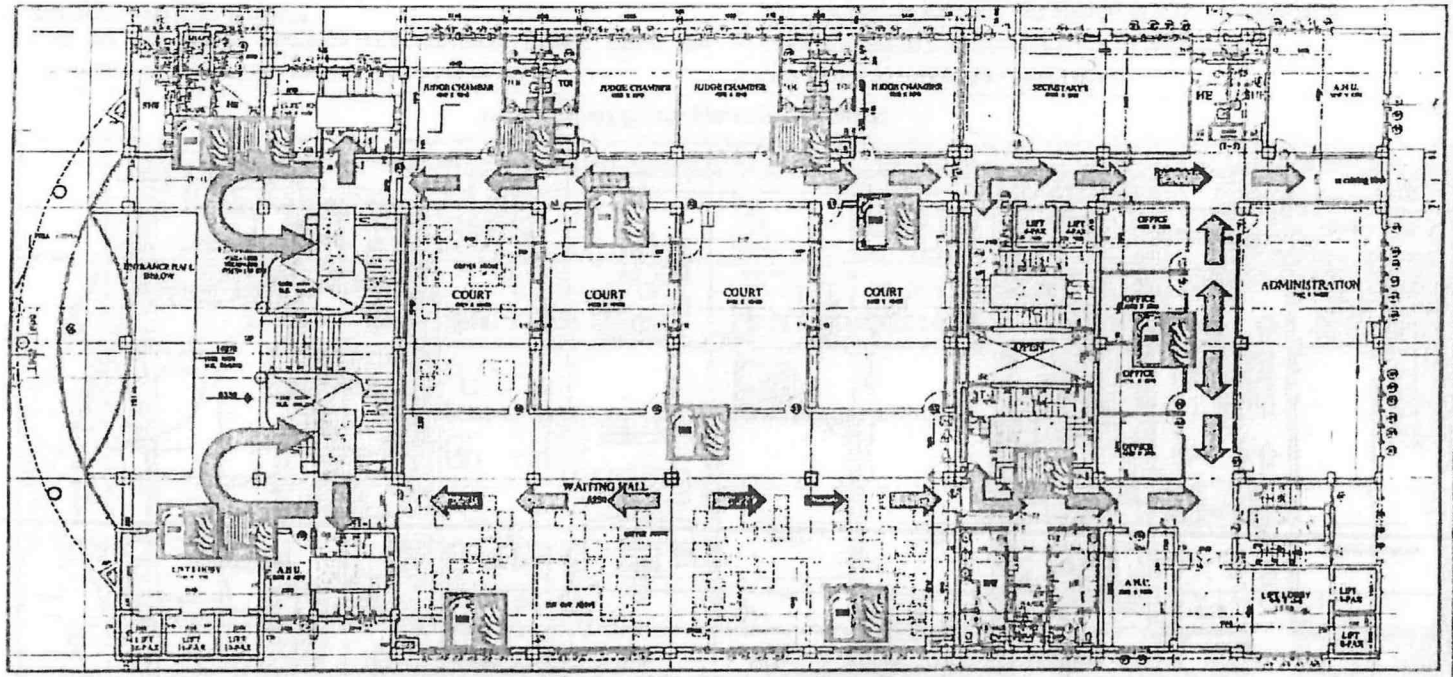
सीढ़ियों का प्रयोग करें
Use the Stairs

In Case of Emergency/Disaster

- Be calm and follow instructions of responder team
- Call on Emergency numbers and precisely inform about the situation and your location
- Do Not Use Lift/Elevator
- Use Stairs to reach 'Assembly Area'
- Always move in a single line through 'Fire Exit'
- The last person to move out should check left out people
- Assist DISABLED People & PREGNANT Women in safe evacuation

YOU ARE HERE

FIRE & DISASTER EVACUATION PLAN



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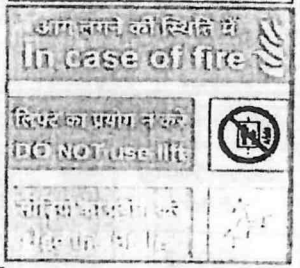

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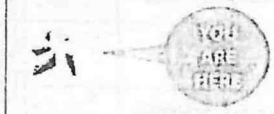

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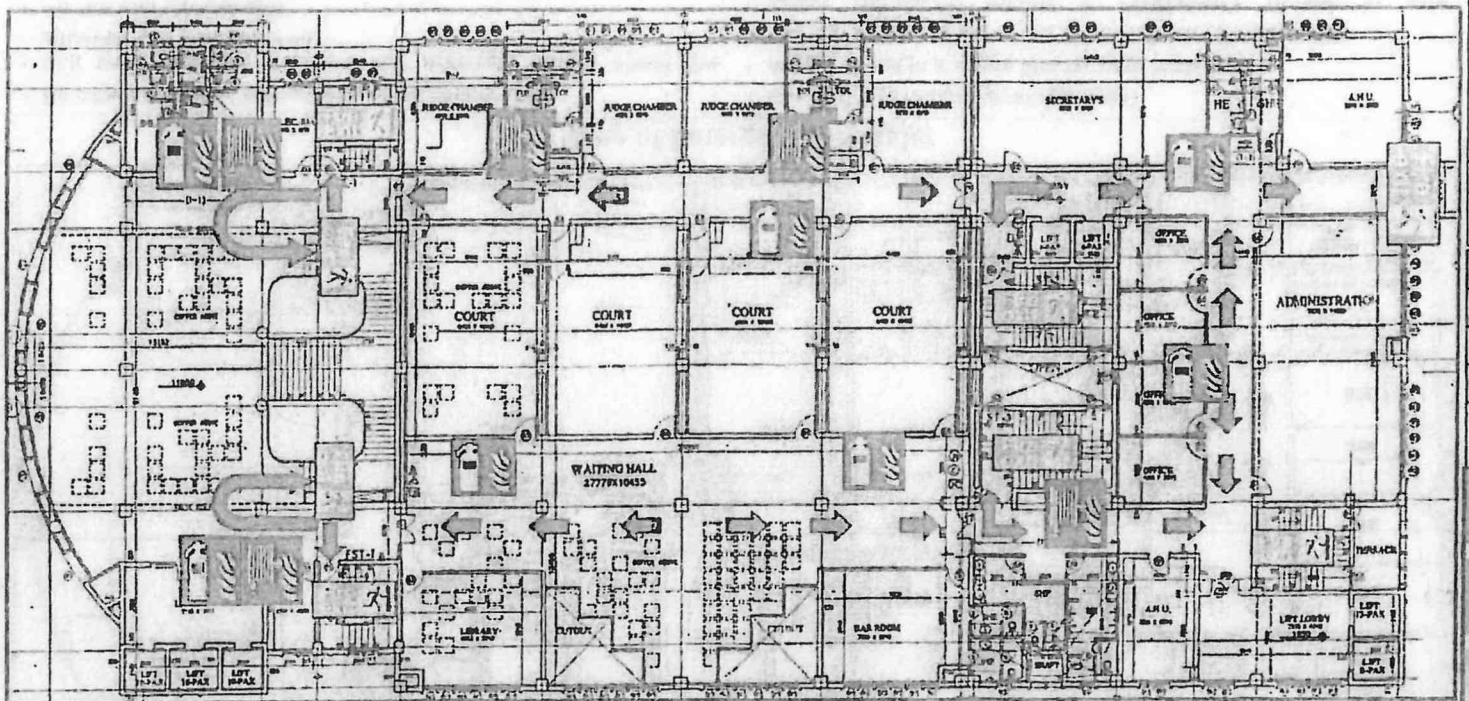

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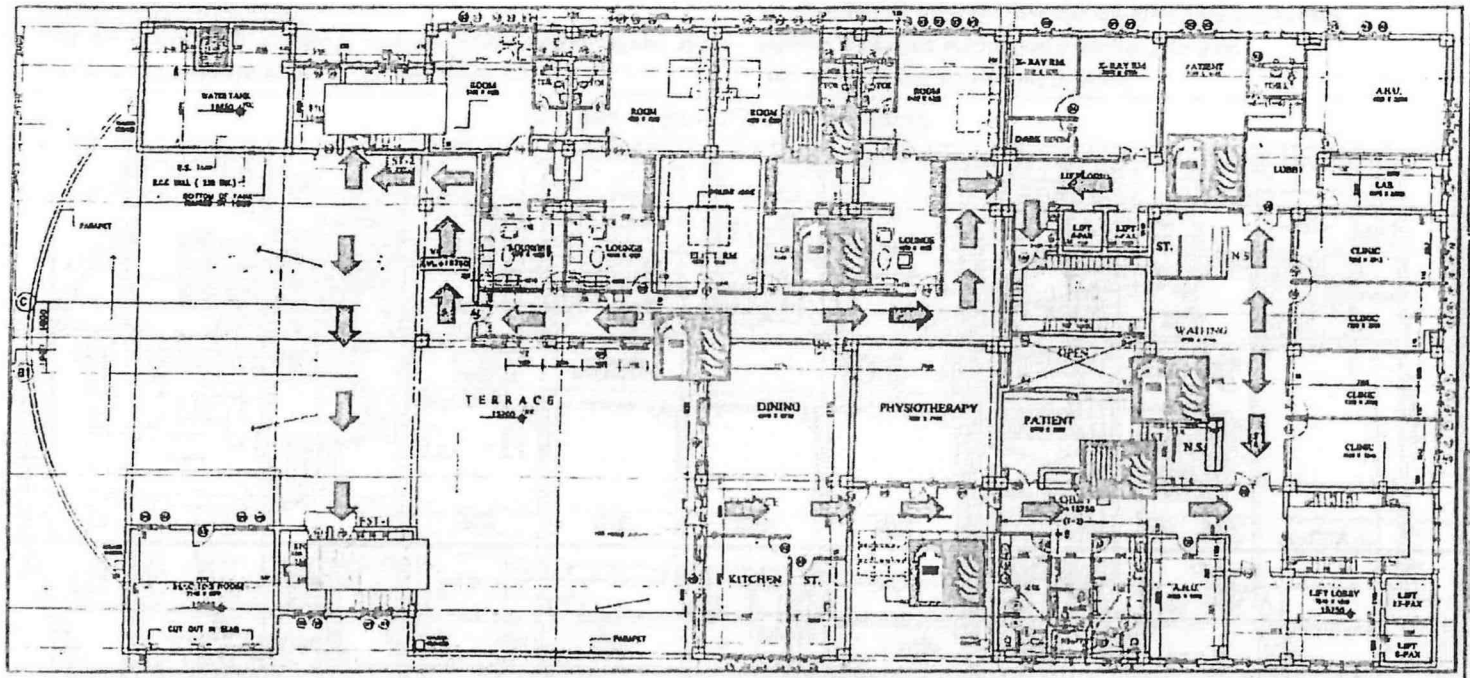

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	Fire Hydrant Cabinet
	Fire Extinguisher

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101/112	Fire Brigade
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1077	Disaster Management

आपातकाल की स्थिति में
In case of fire

लिफ्ट का प्रयोग न करें
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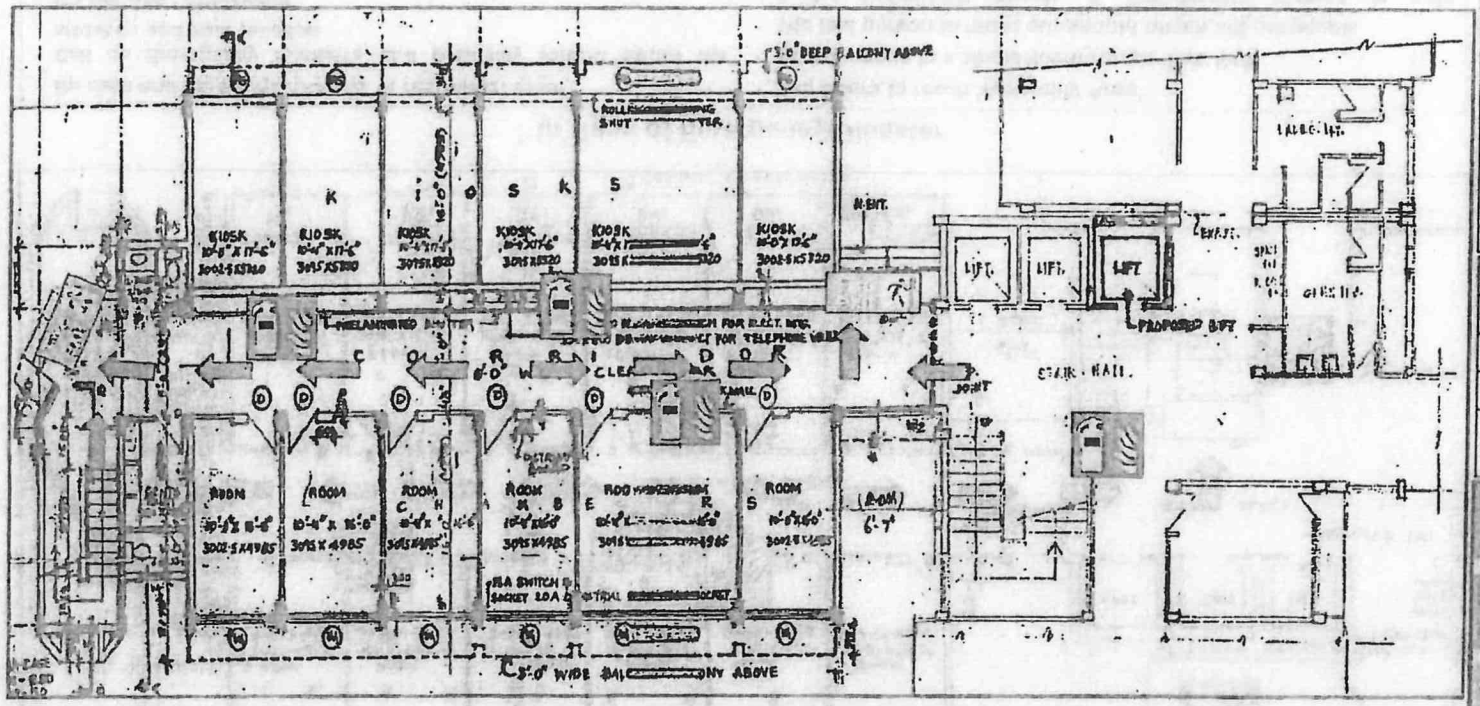

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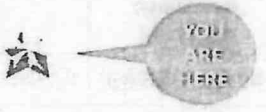

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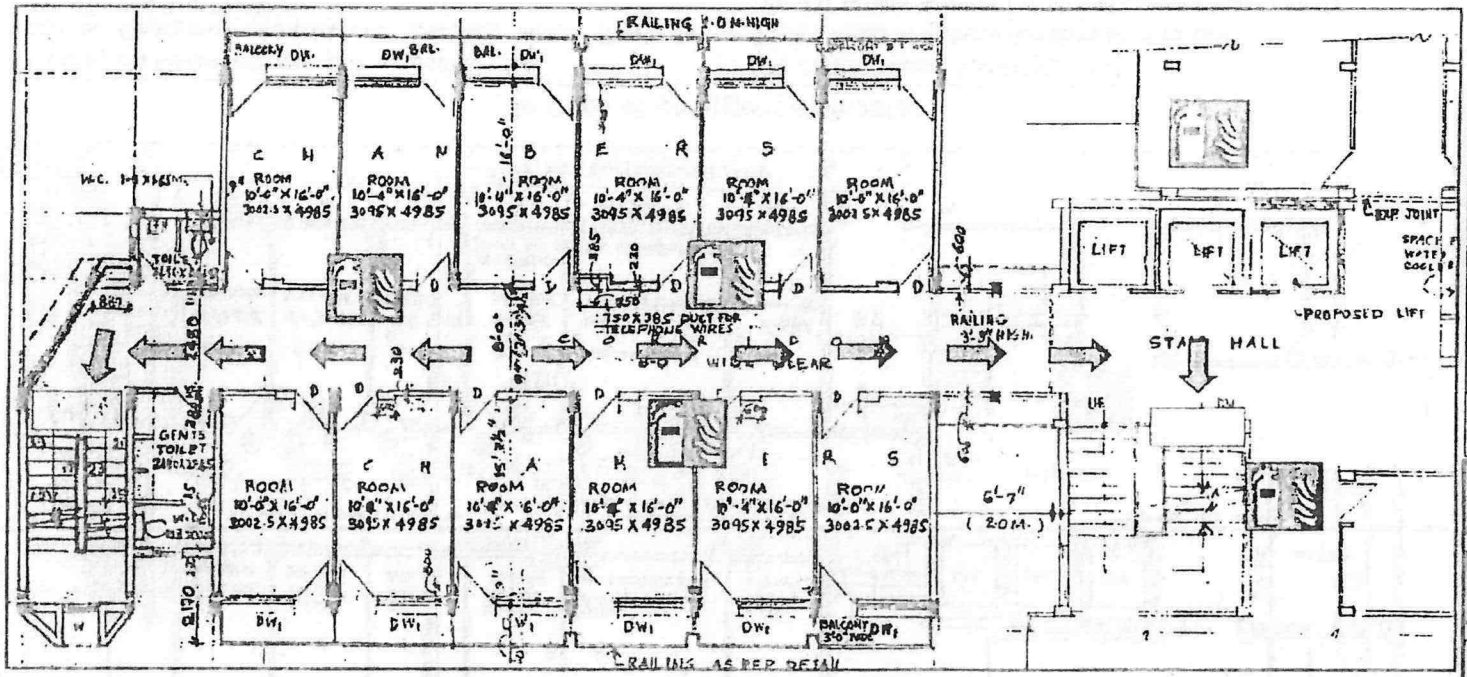

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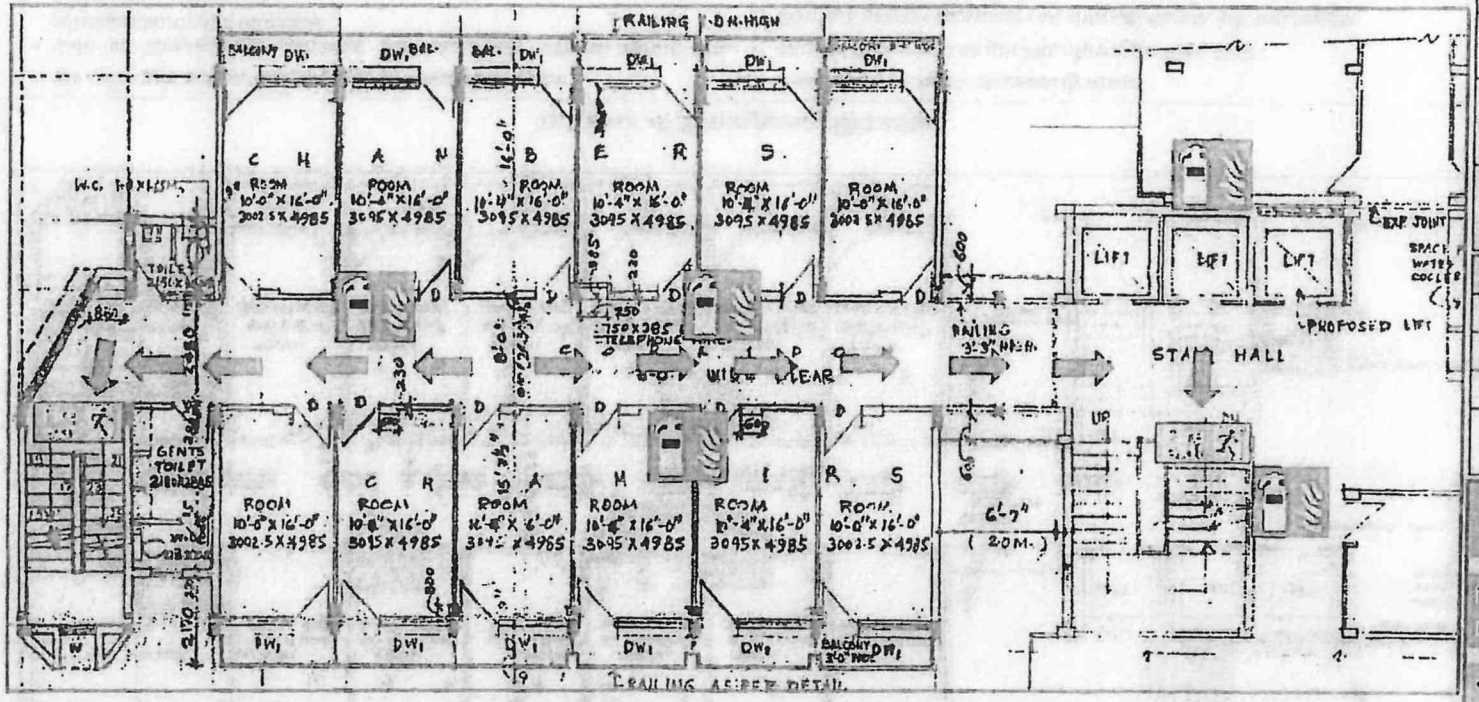

Key To Symbols	
	Escape Route
	Fire Exit Staircase
	Fire Hydrant Cabinet
	Fire Extinguisher

Emergency Numbers	
100/112	Police
101/112	Fire Brigade
102	Ambulance
1077	Disaster Management

आग लगने की स्थिति में
In case of fire

लिफ्ट का प्रयोग न करें
DO NOT use lift

सीढ़ियों का प्रयोग करें
Use the Stairs

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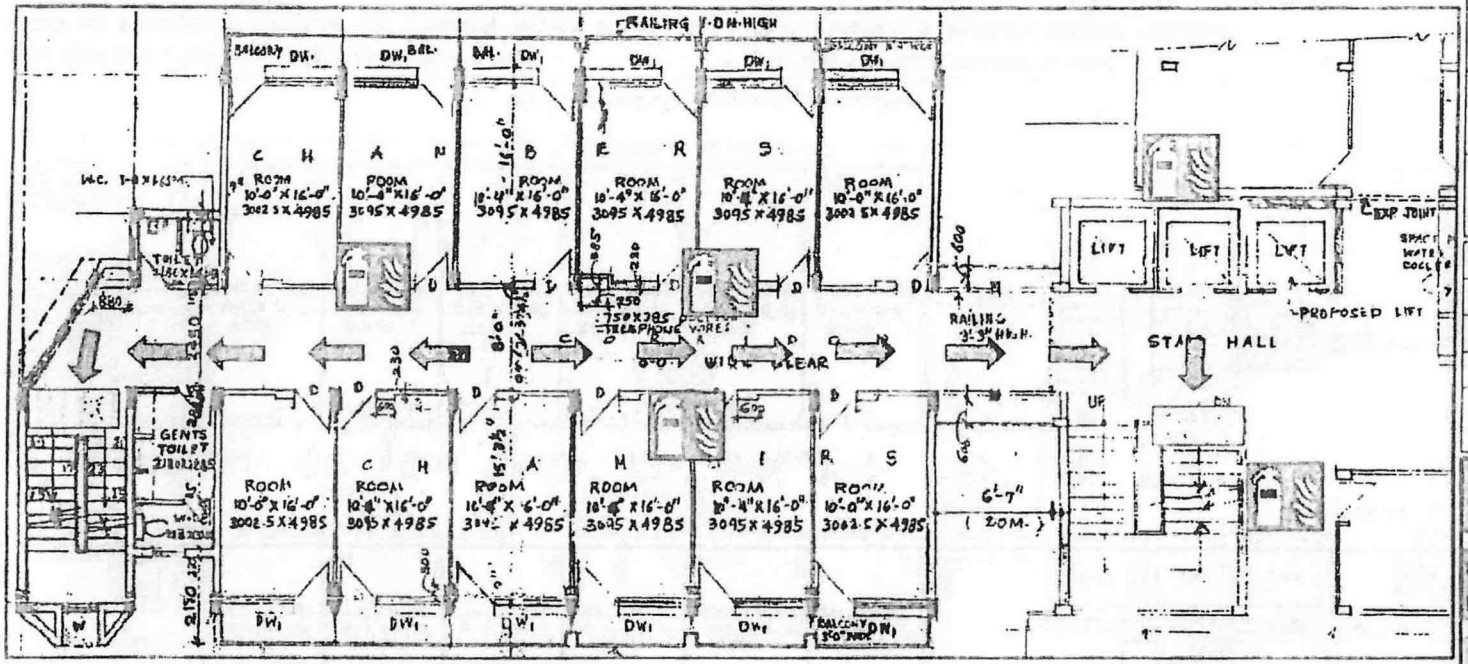

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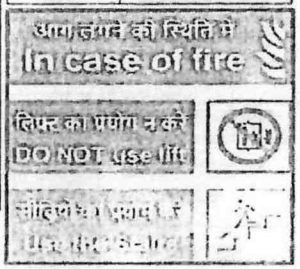

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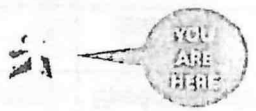

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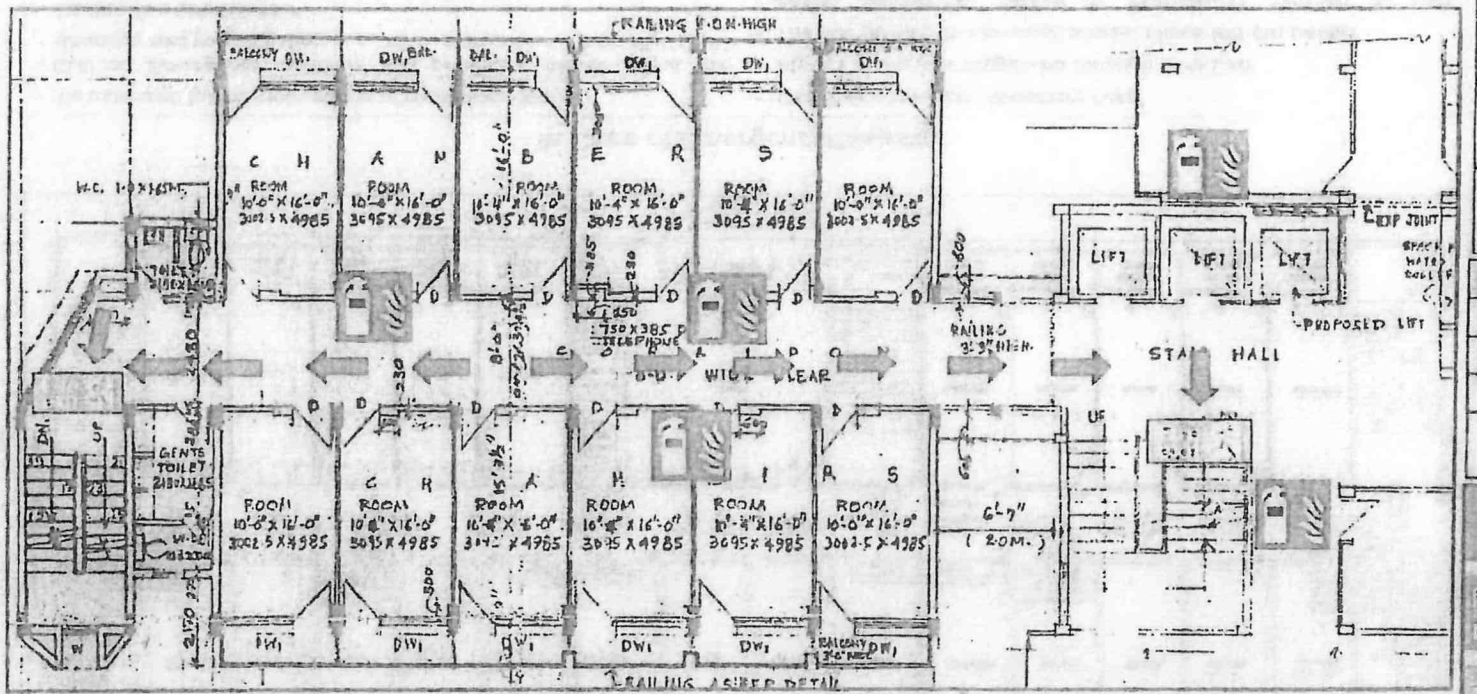

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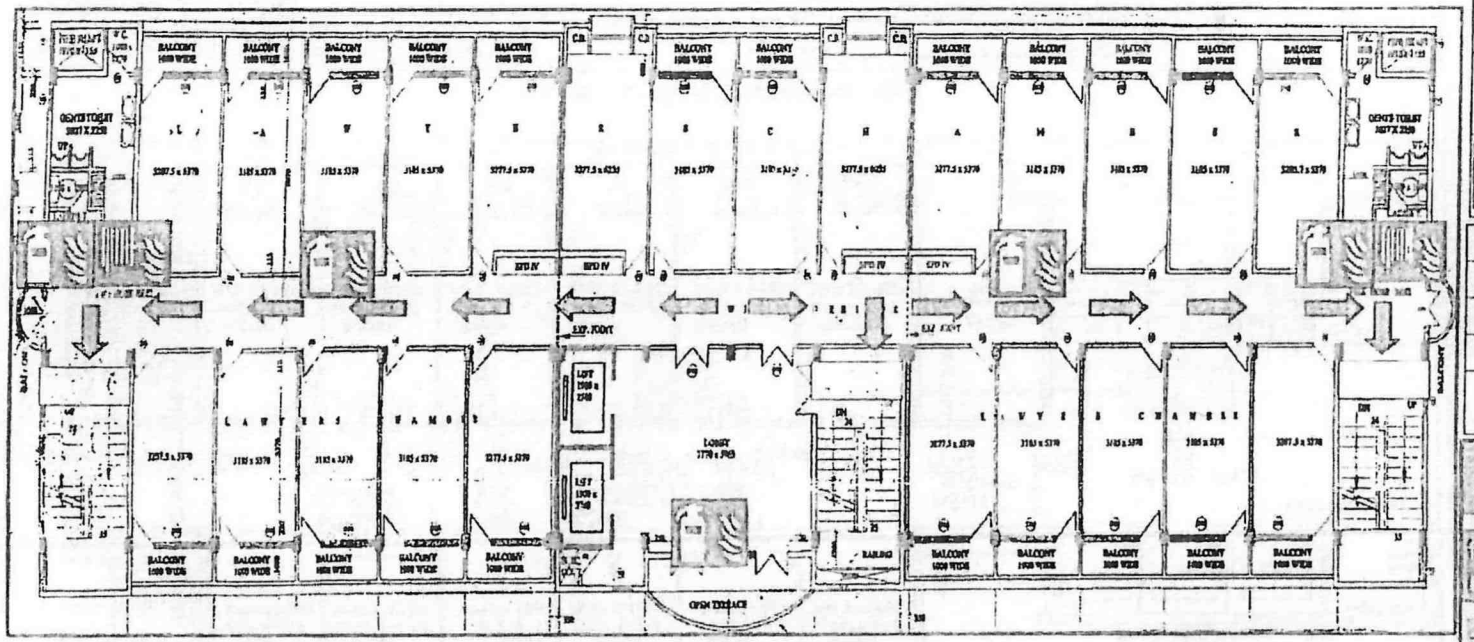

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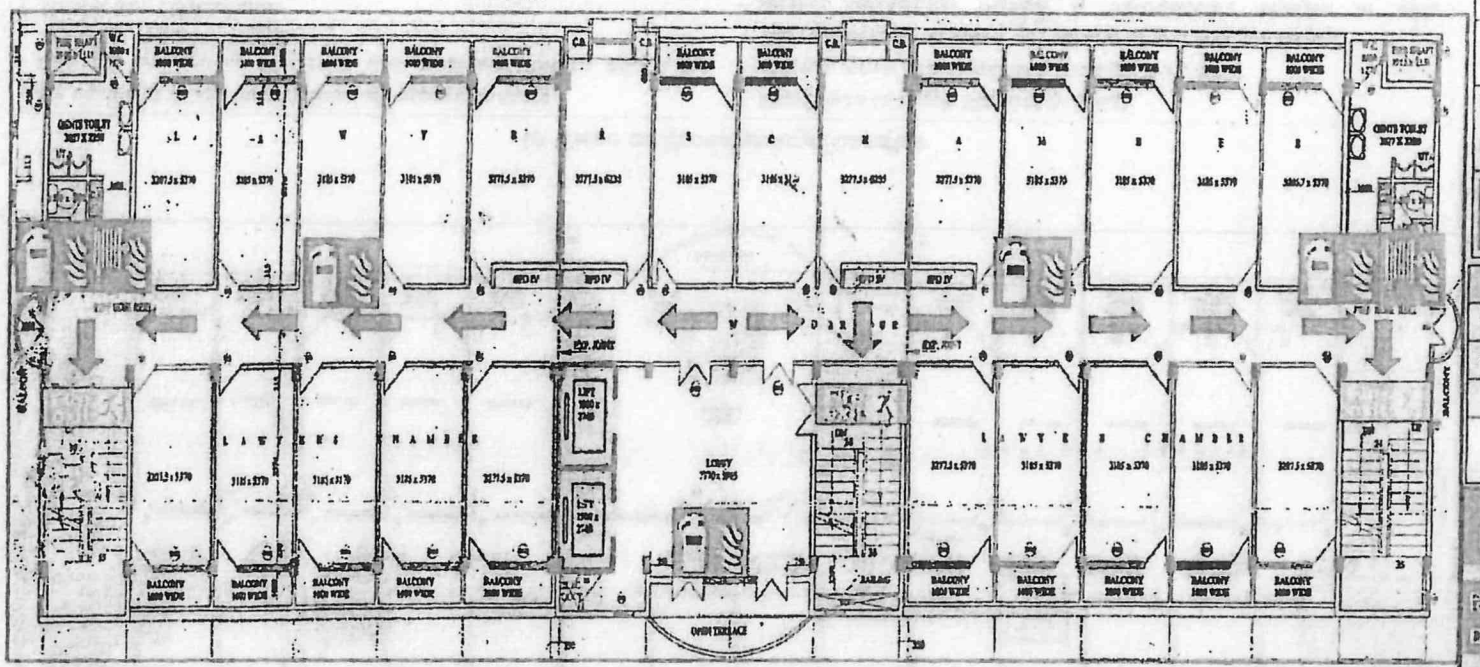

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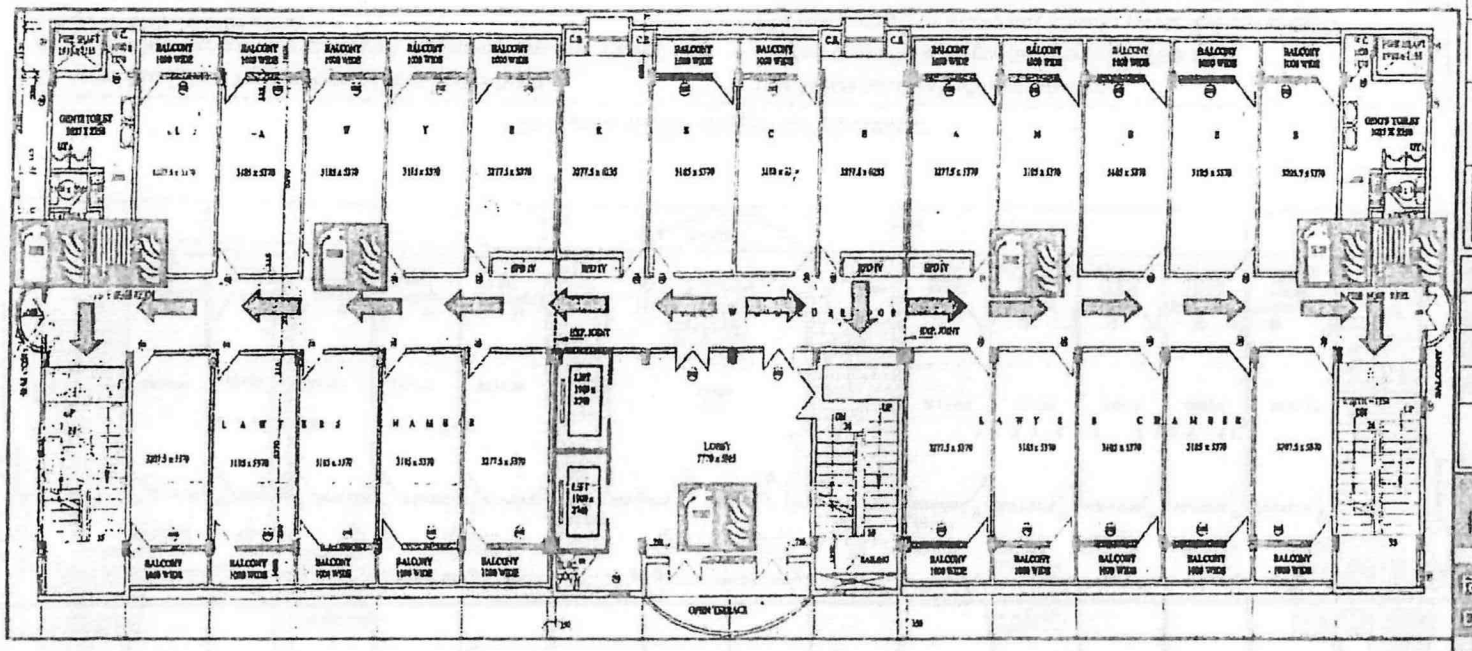

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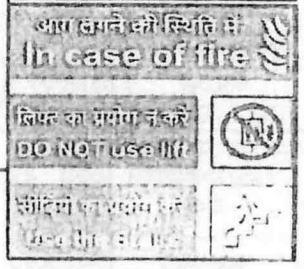

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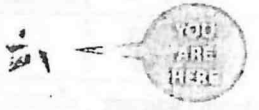

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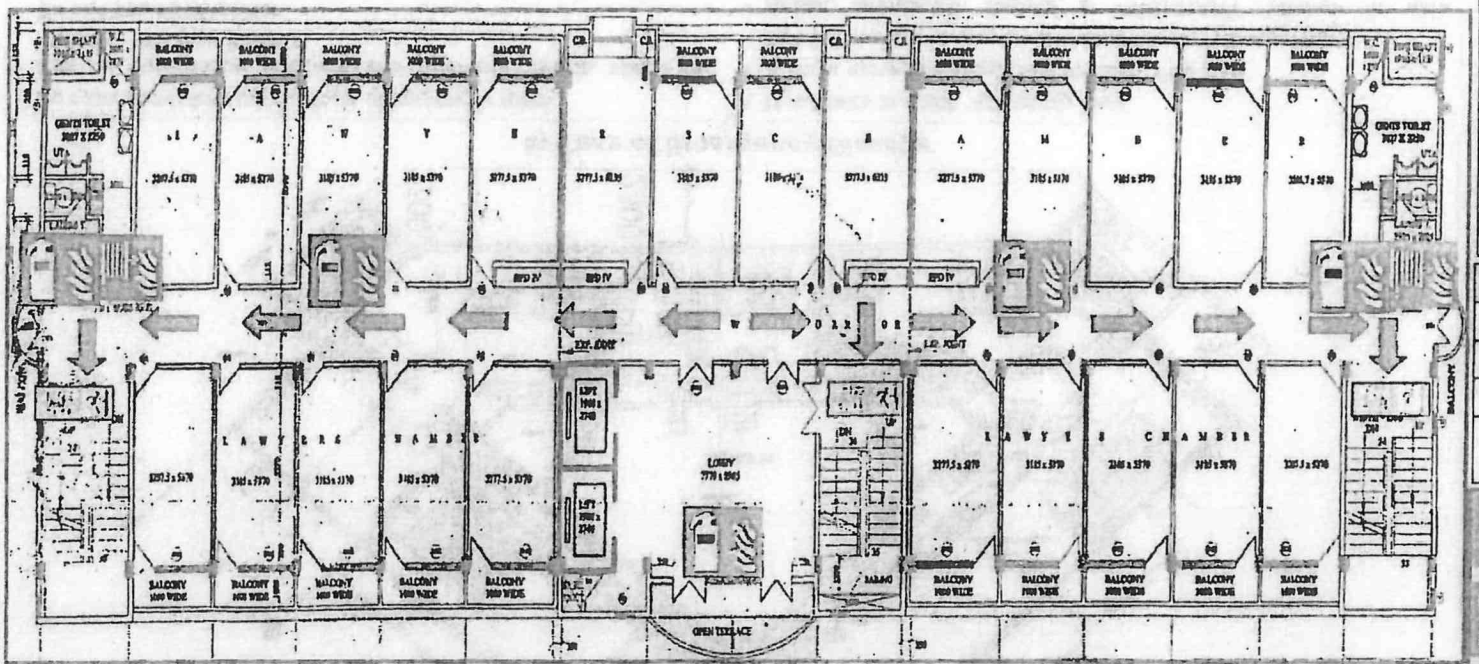

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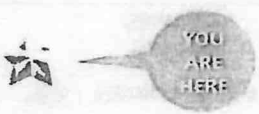

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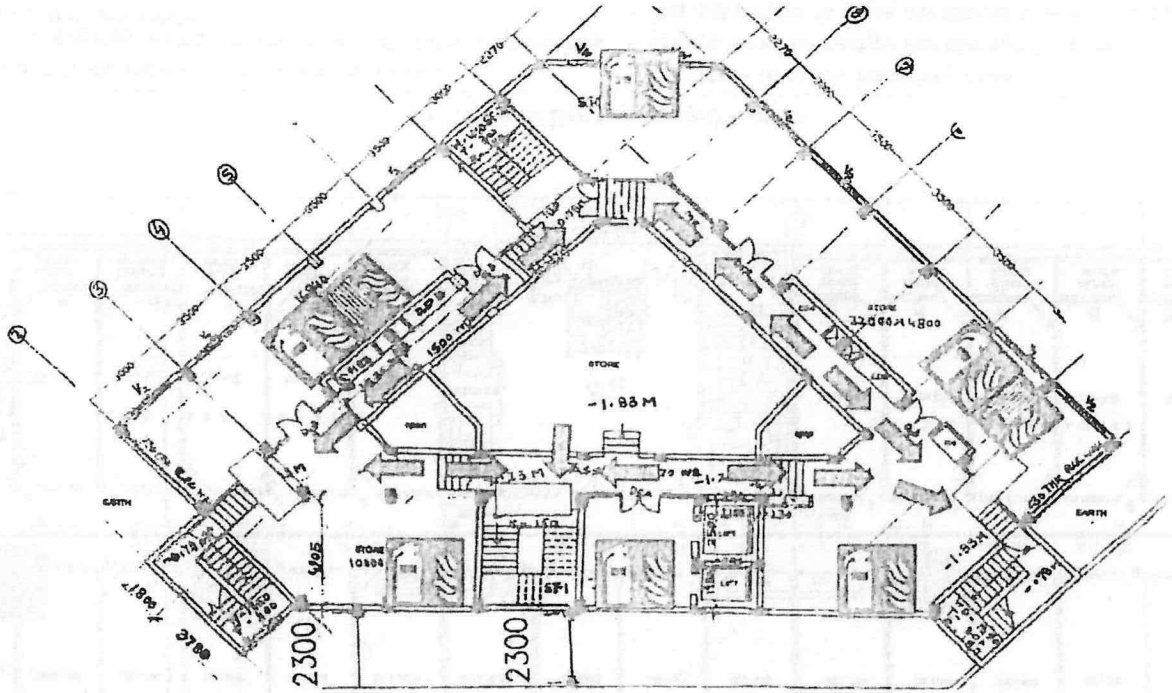

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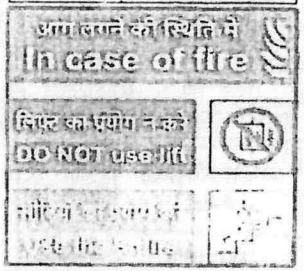

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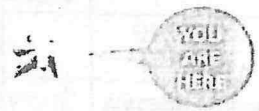

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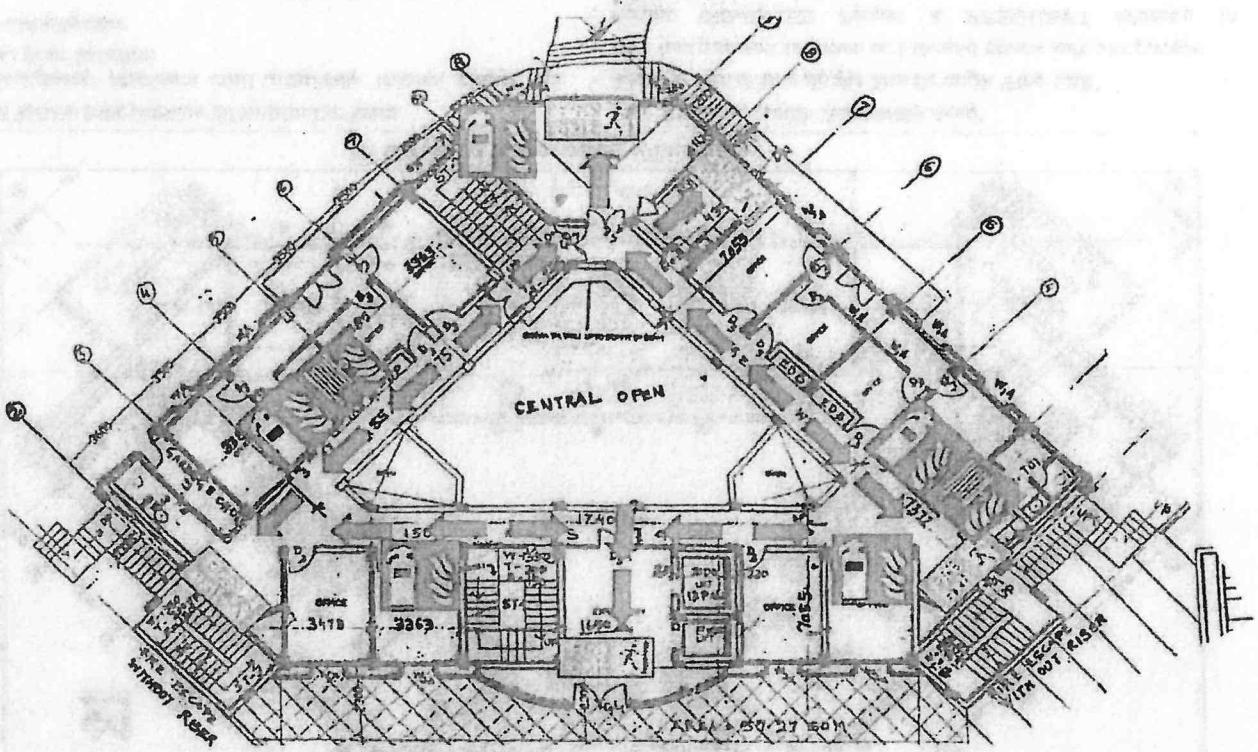

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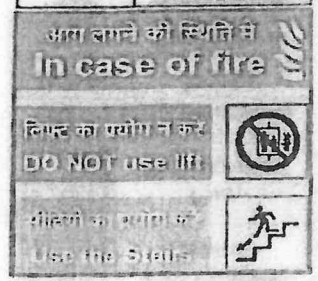

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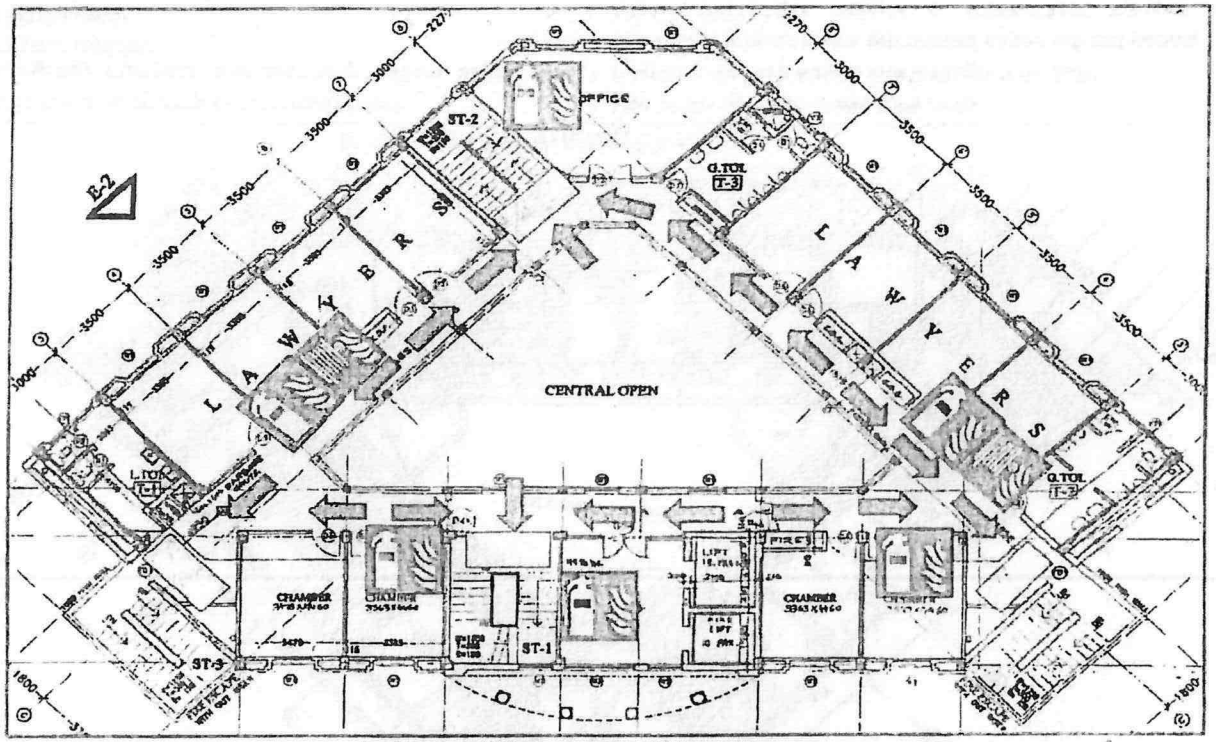

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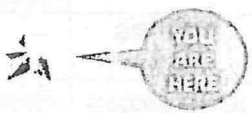

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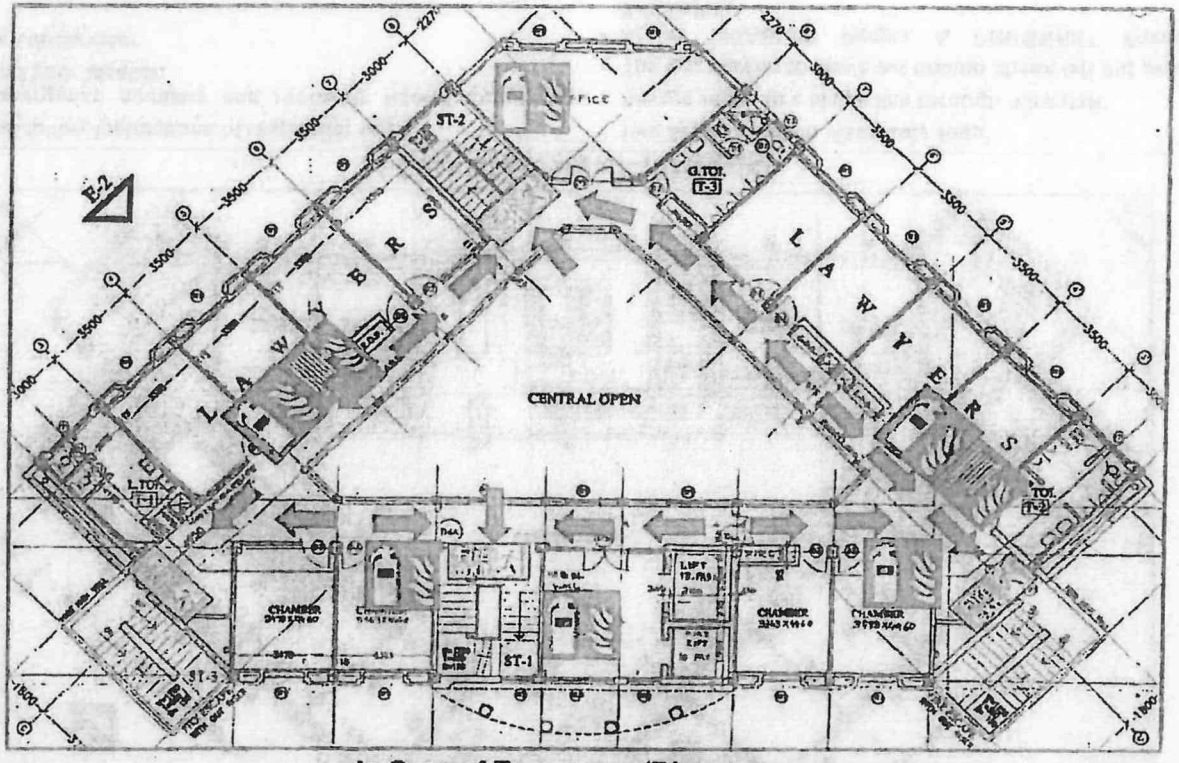

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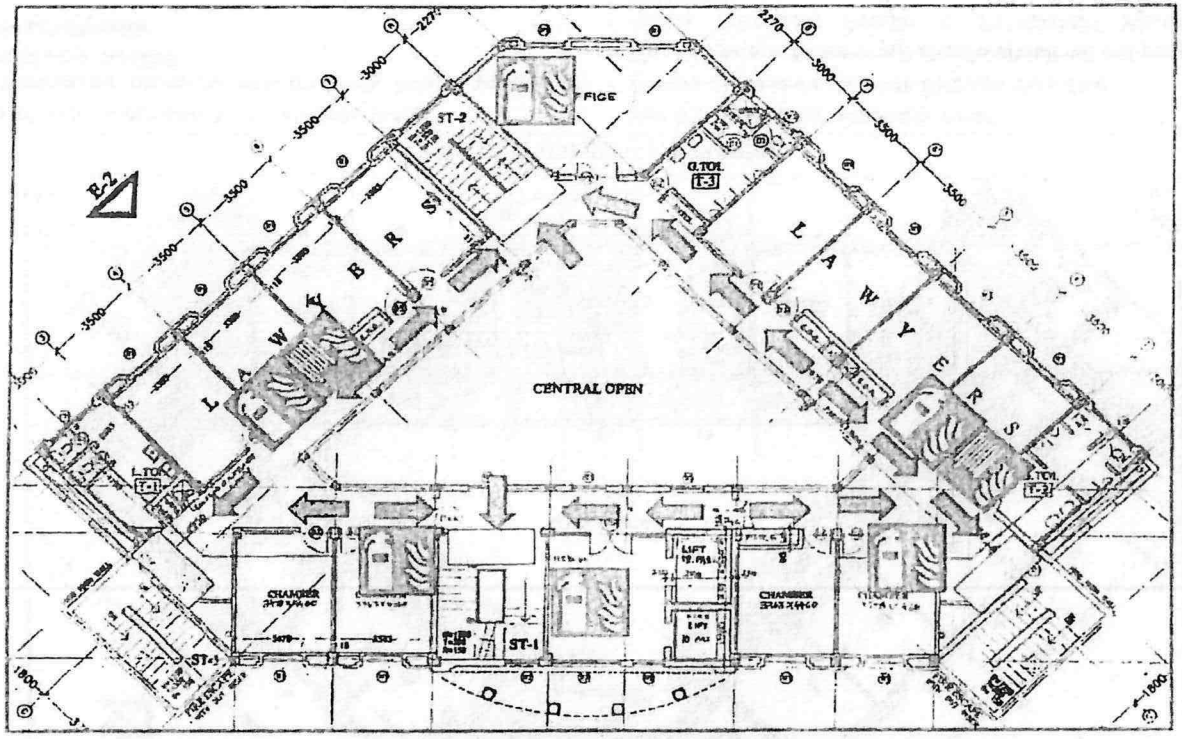

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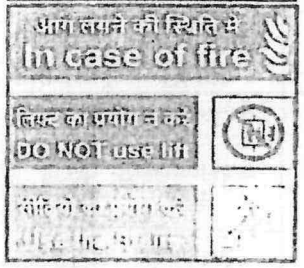

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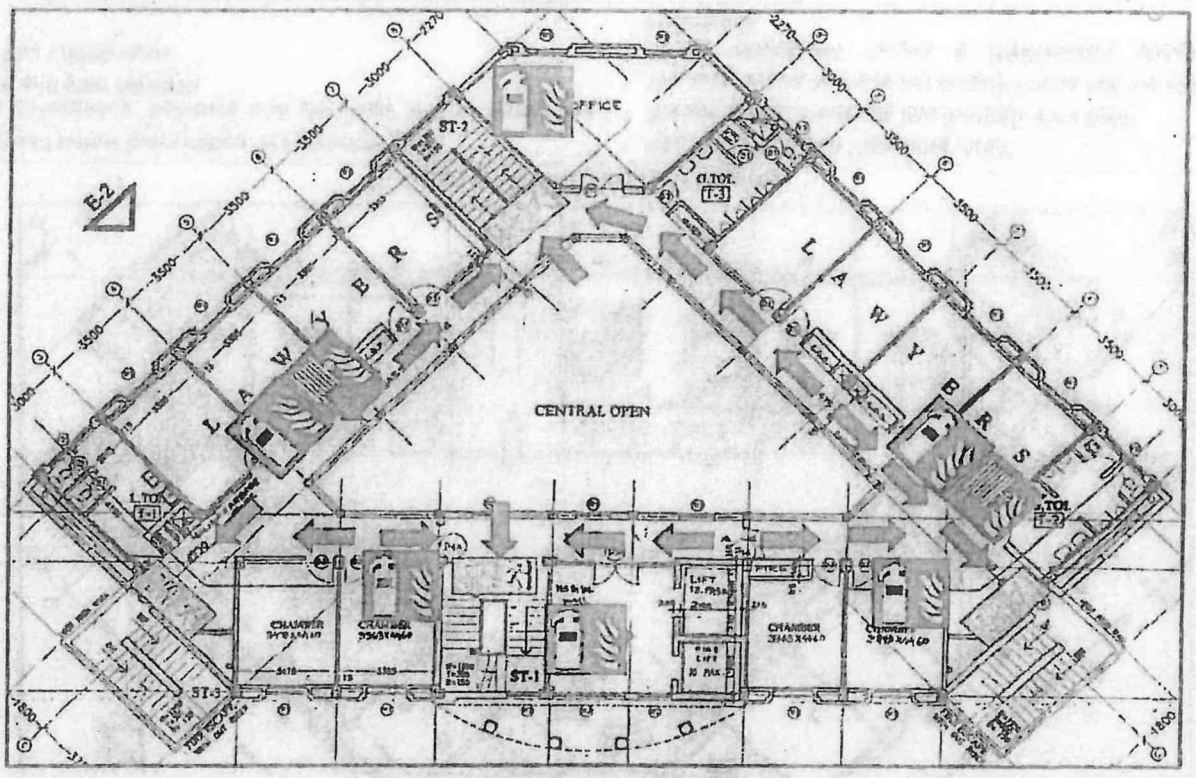

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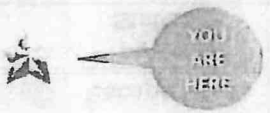

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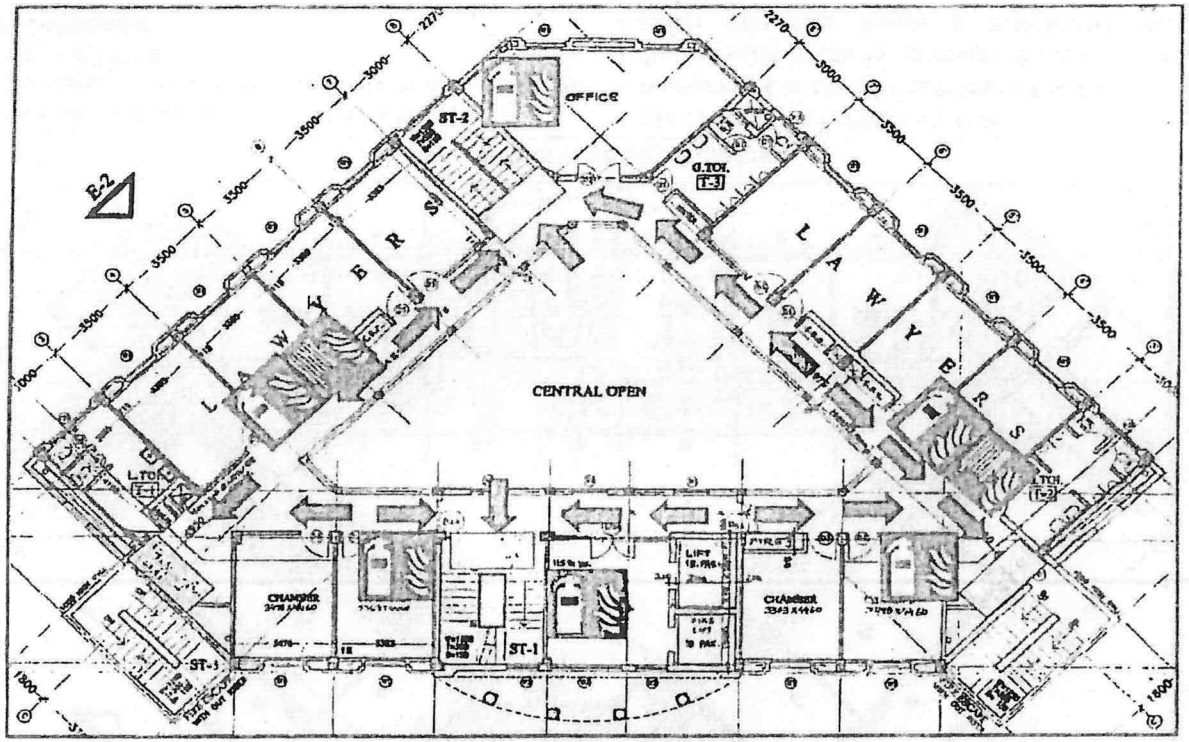

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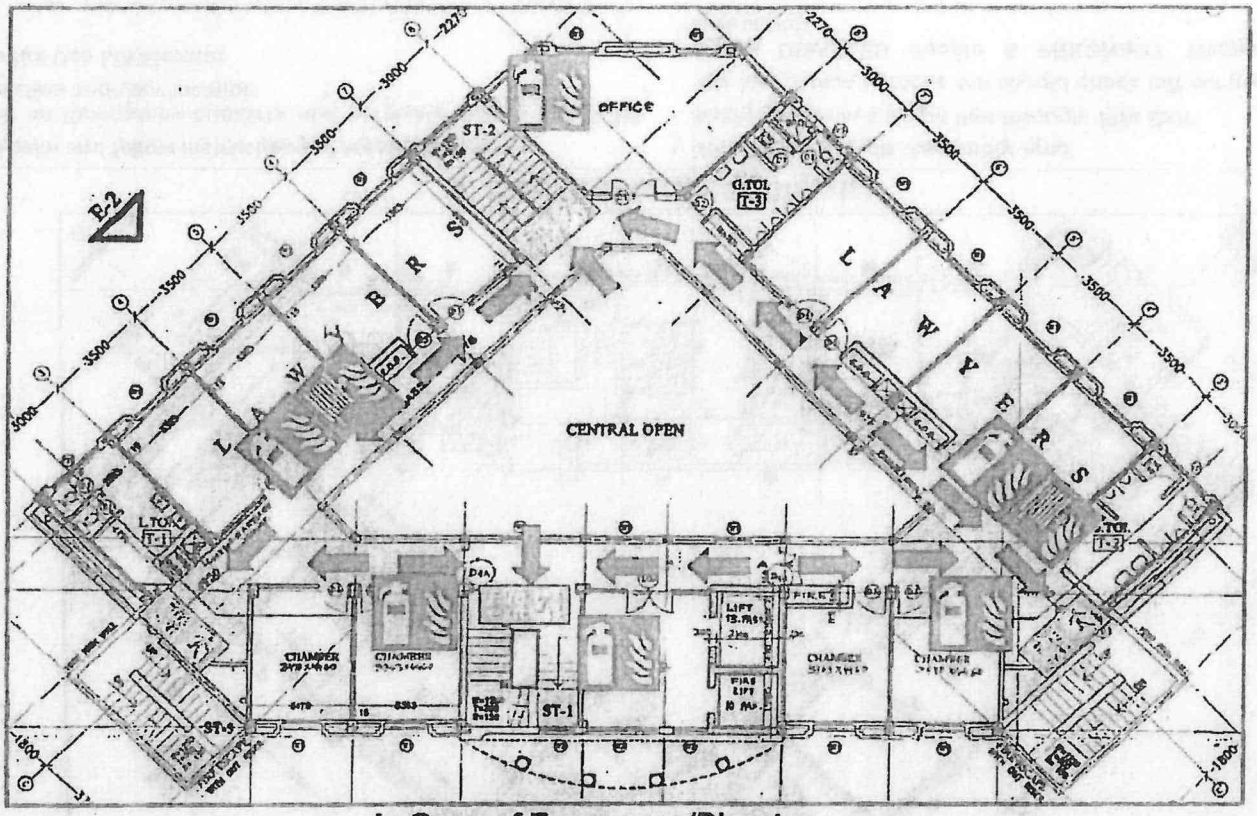

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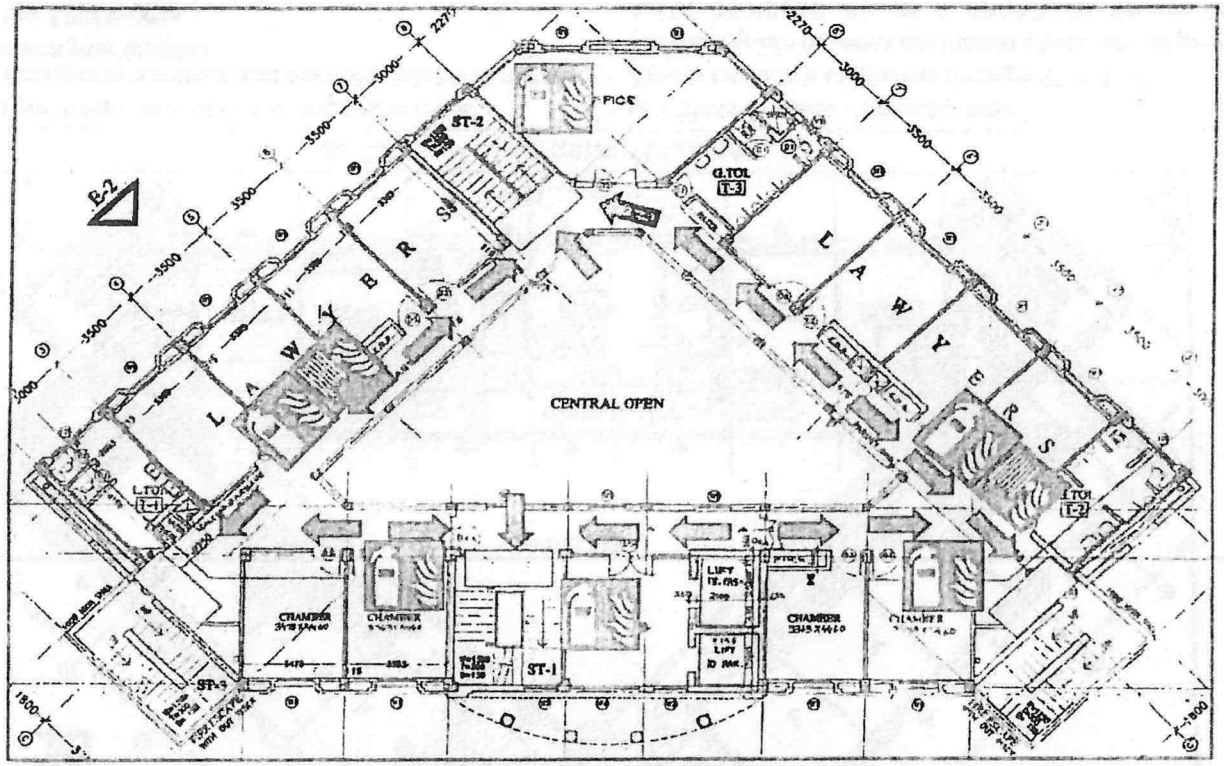

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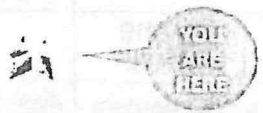

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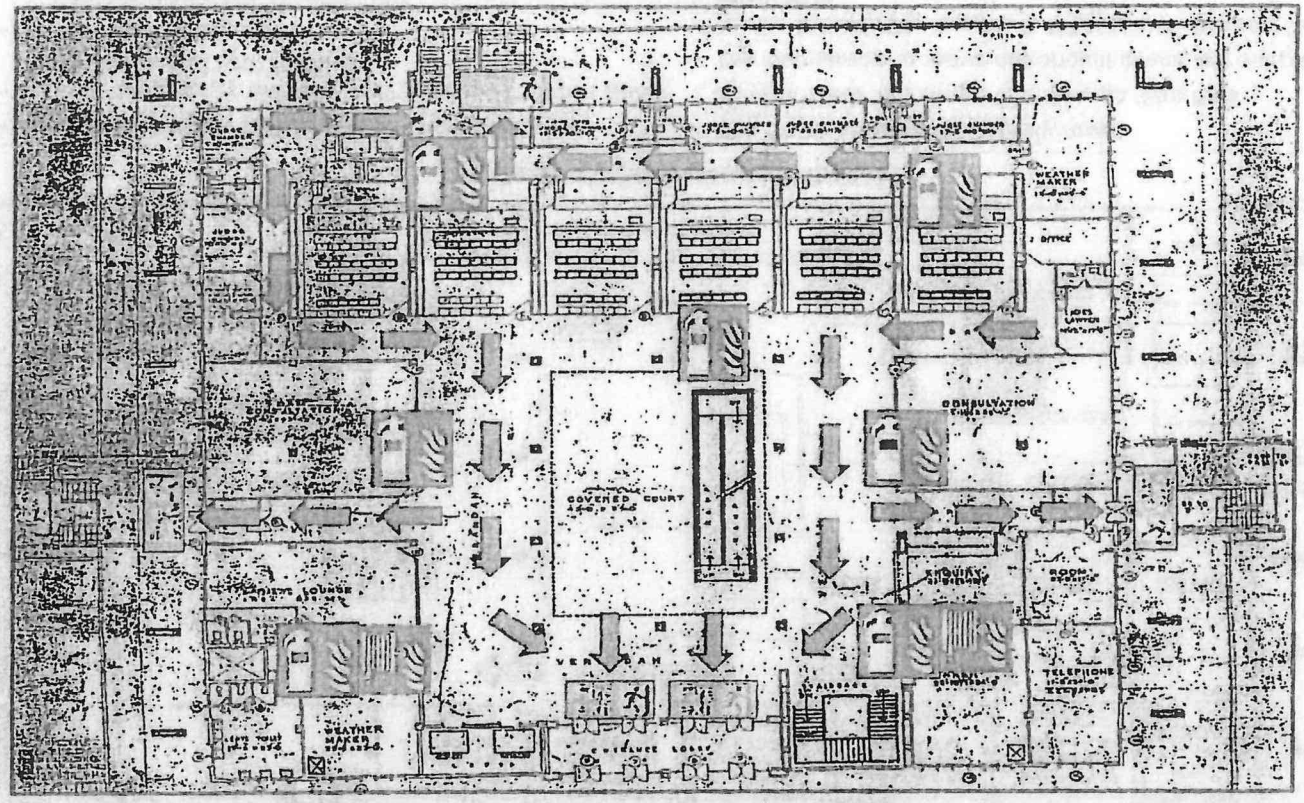

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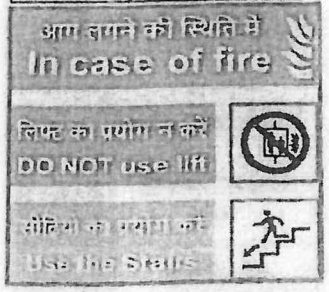

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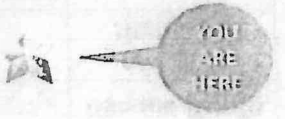

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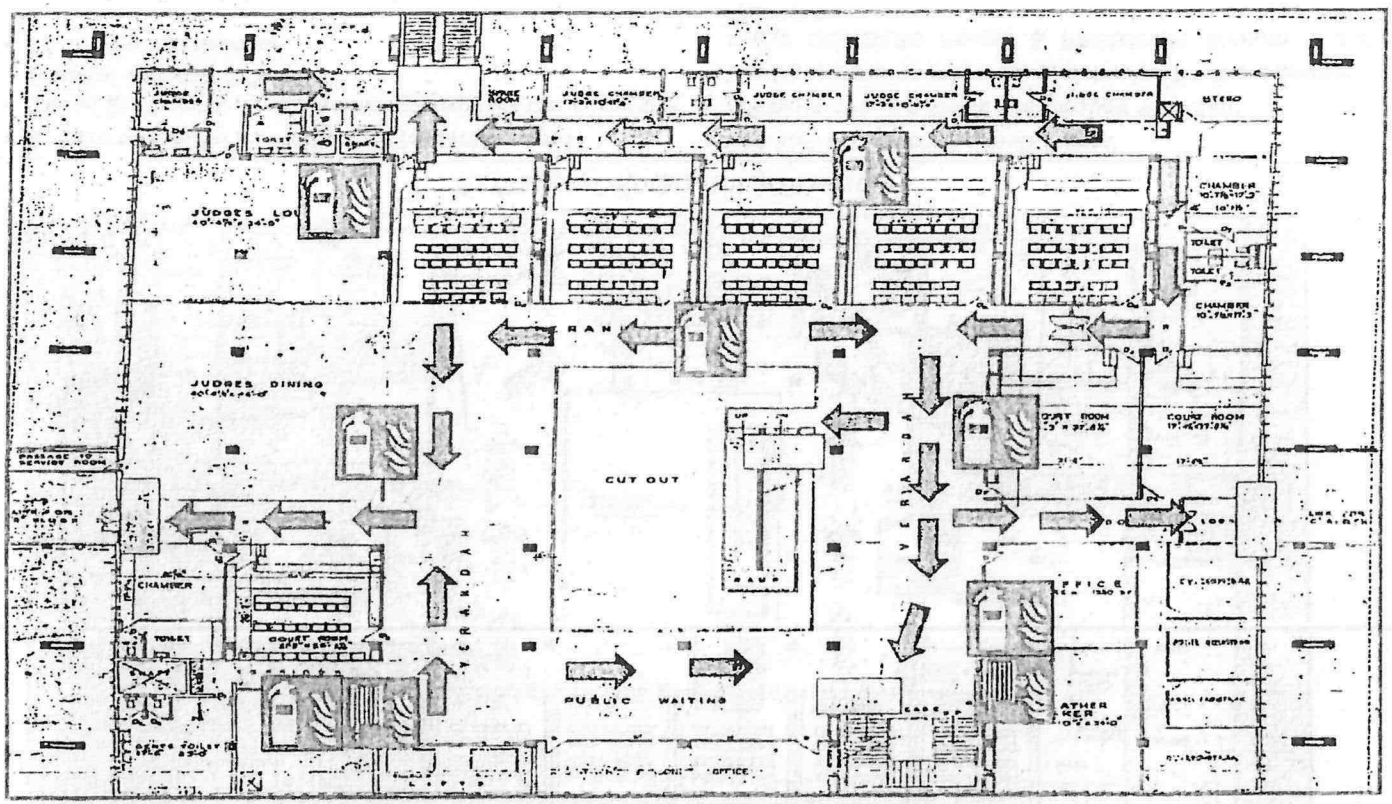

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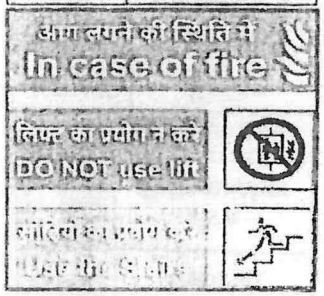

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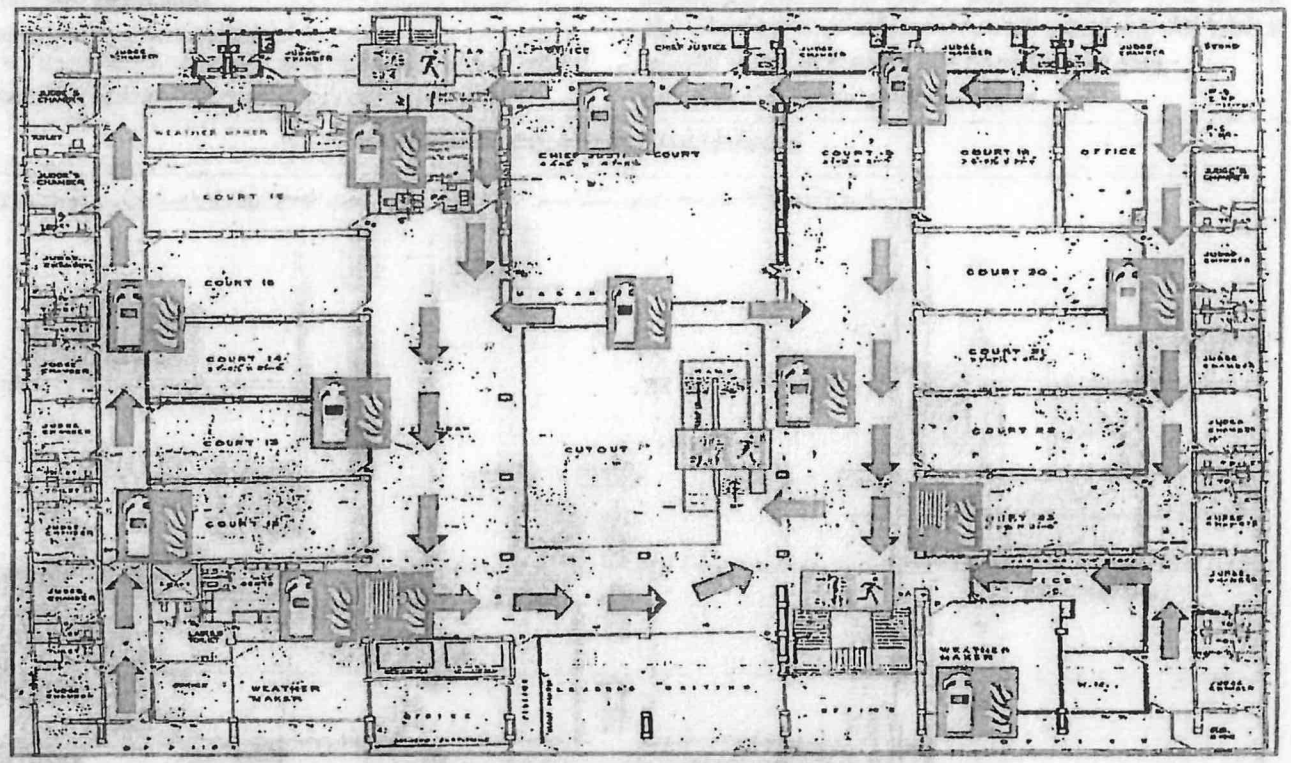

Key To Symbols	
	Escape Route
	Fire Exit Staircase
	Fire Hydrant Cabinet
	Fire Extinguisher

Emergency Numbers	
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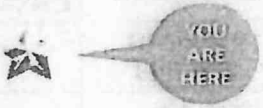
101/112	Fire Brigade
102	Ambulance
1077	Disaster Management



In Case of Emergency/Disaster

- Be calm and follow instructions of responder team
- Call on Emergency numbers and precisely inform about the situation and your location
- Do Not Use Lift/Elevator
- Use Stairs to reach 'Assembly Area'
- Always move in a single line through 'Fire Exit'
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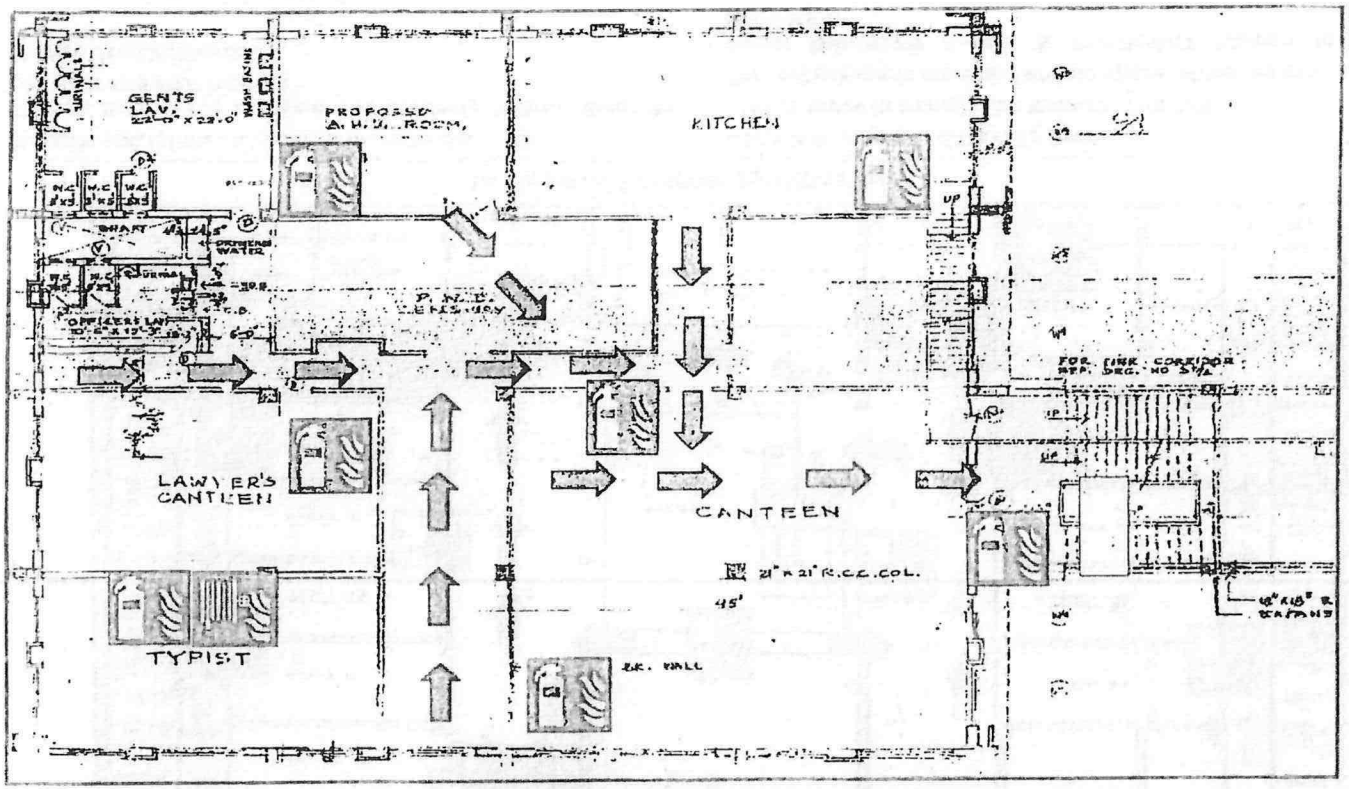

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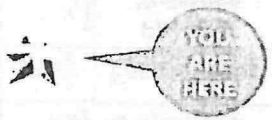

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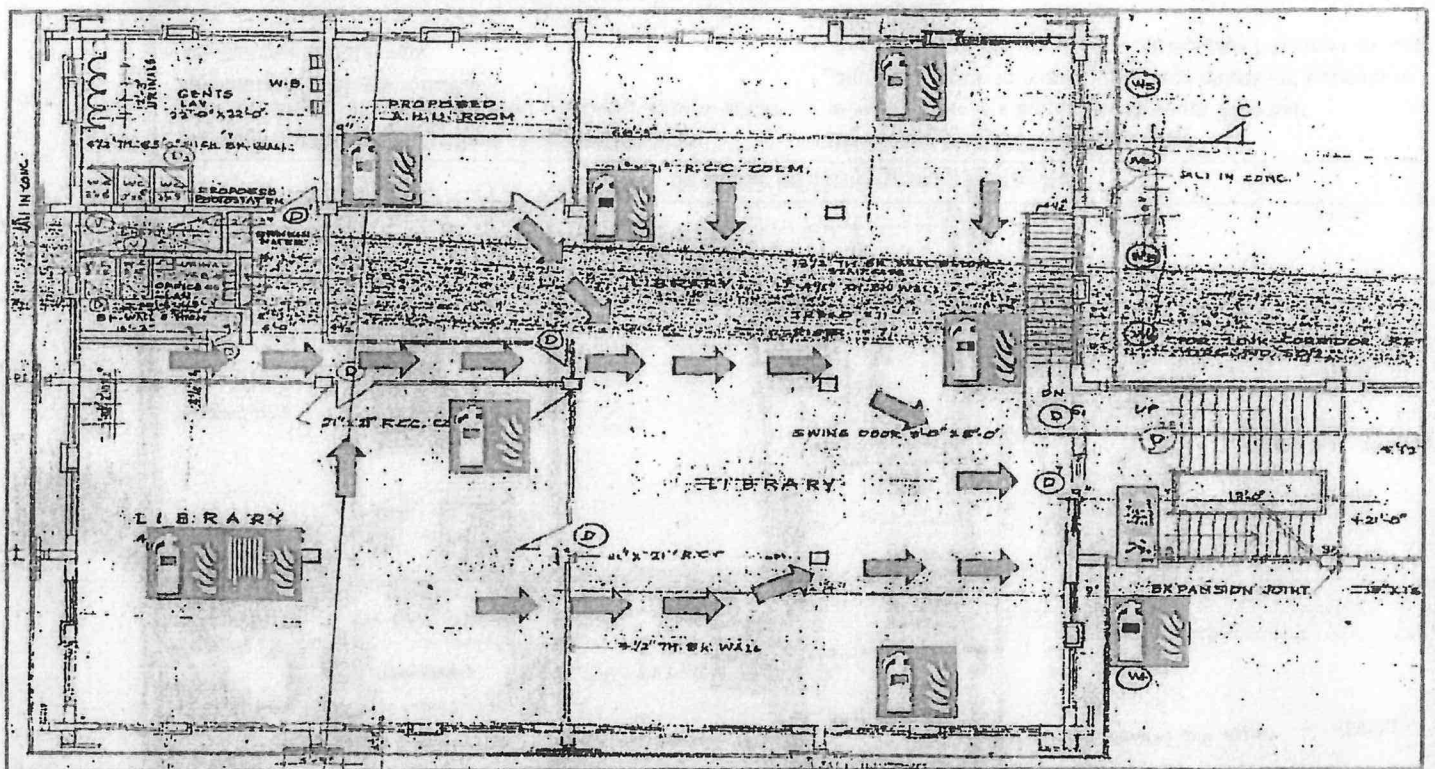

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आग लगने की स्थिति में
In case of fire

लिफ्ट का प्रयोग न करें
DO NOT use lift

सीढ़ियों का प्रयोग करें
Use the Stairs

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YOU ARE HERE

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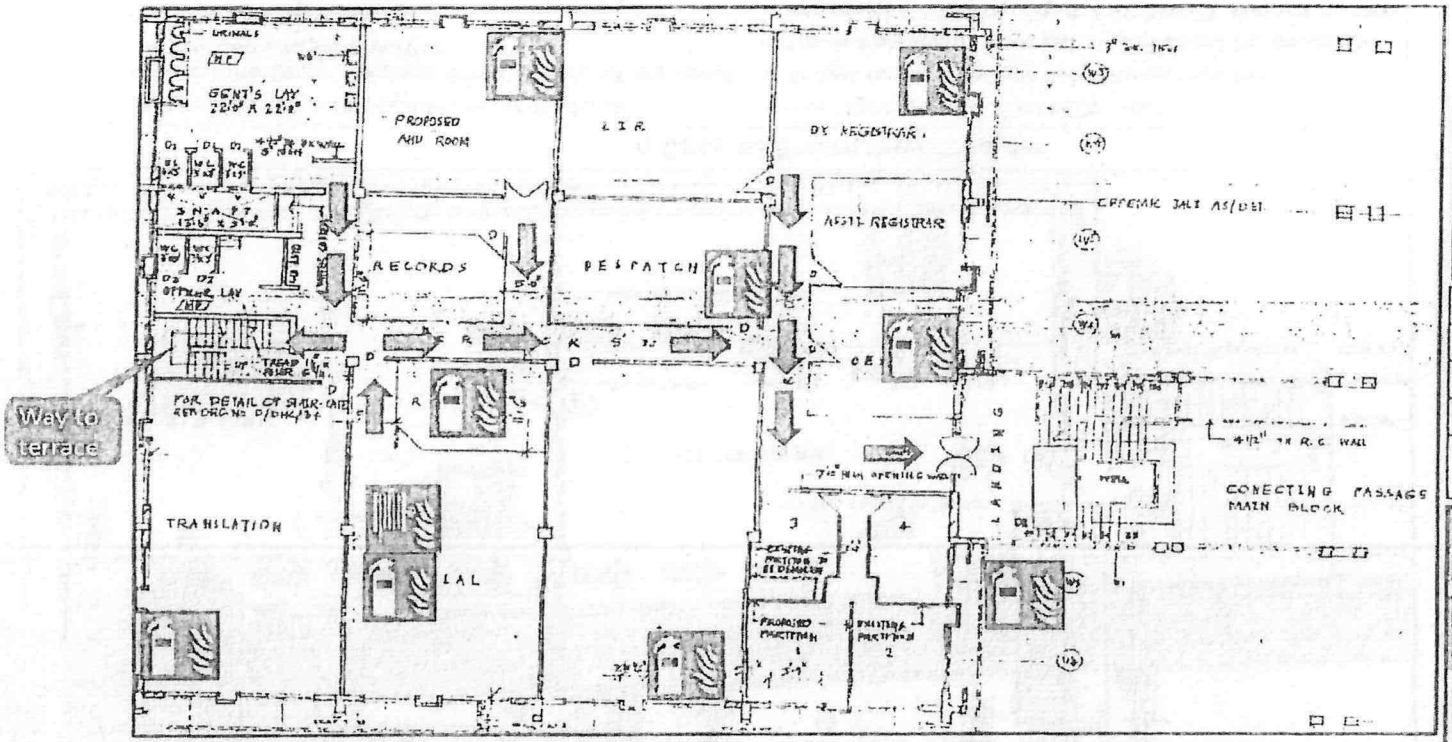

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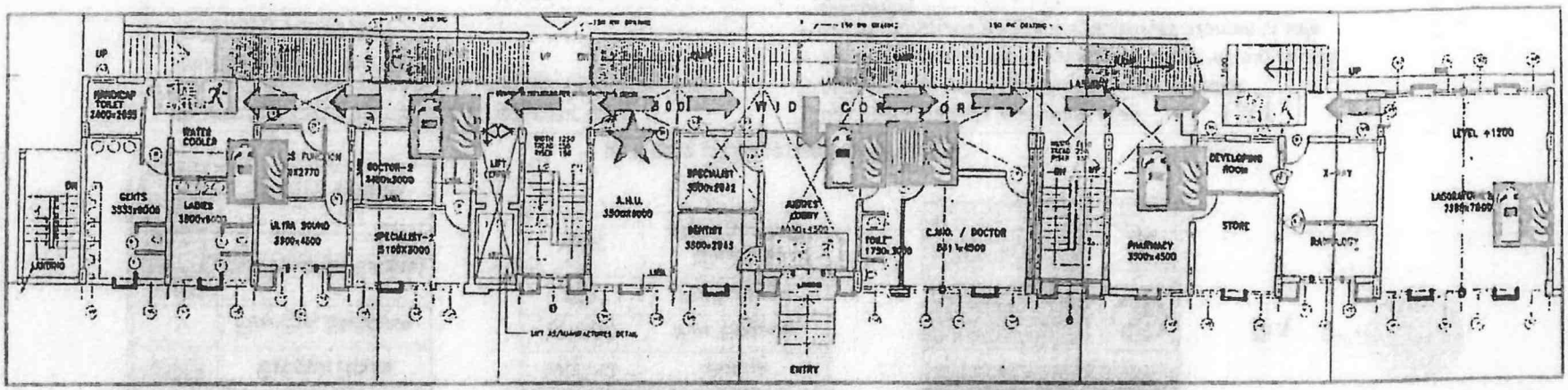

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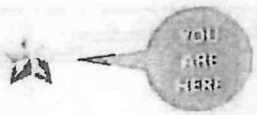

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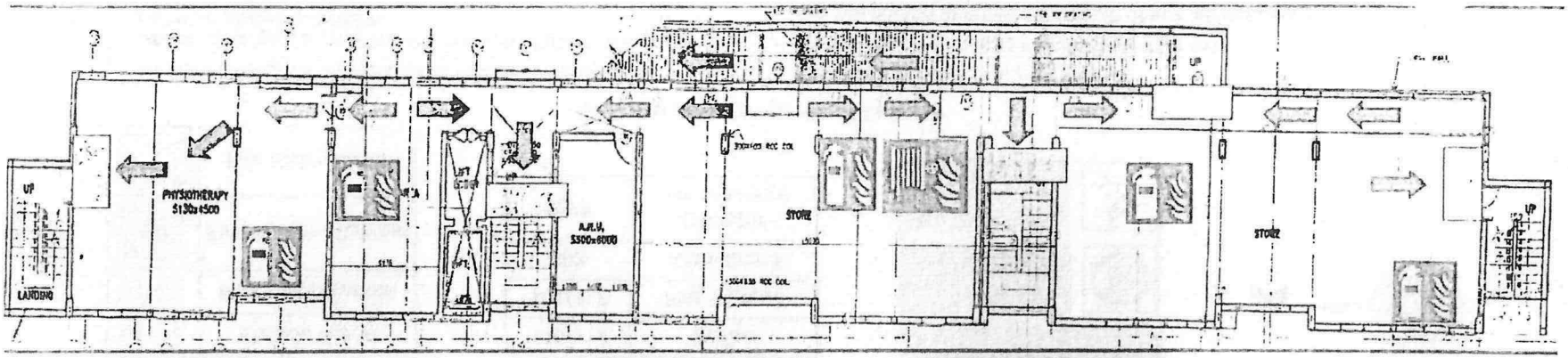

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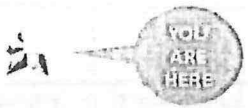

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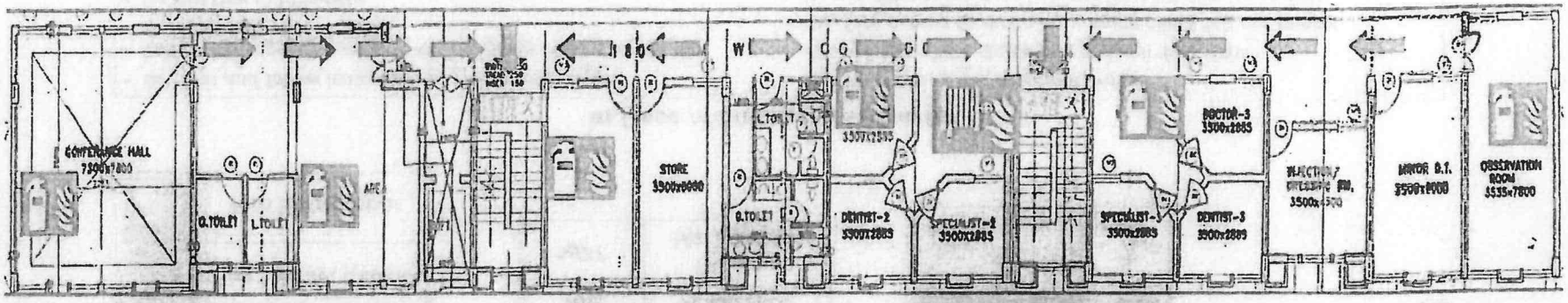

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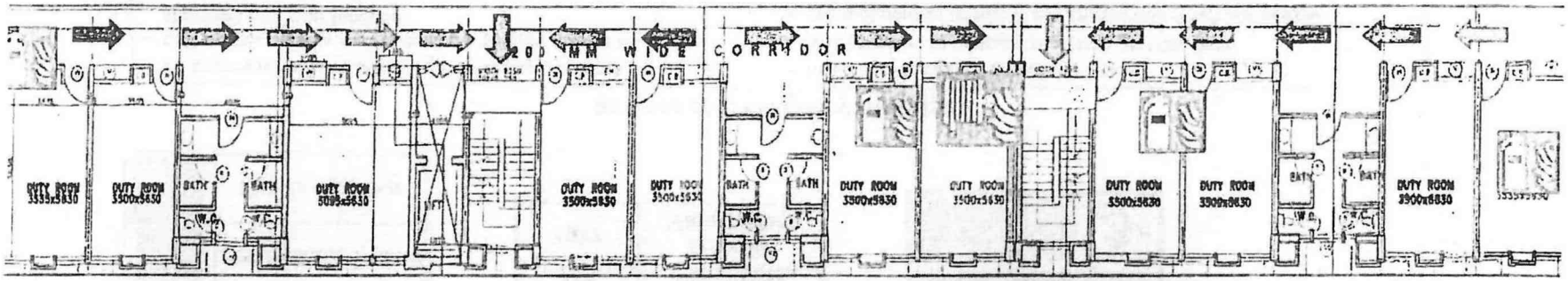

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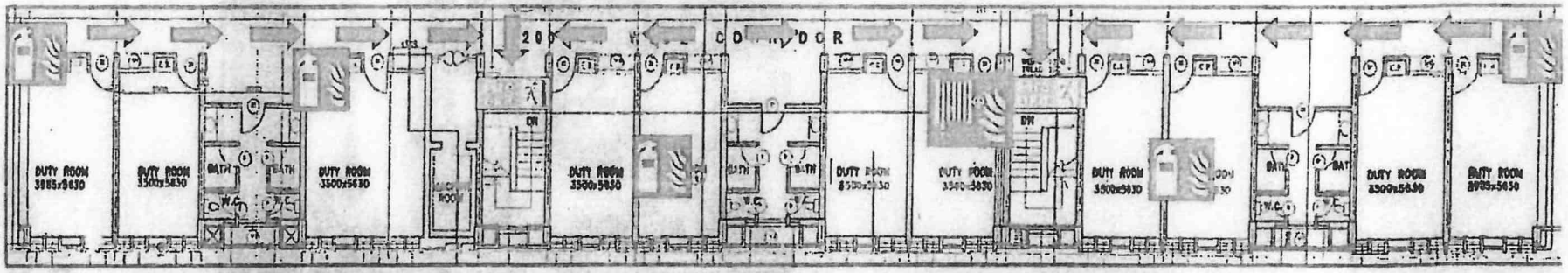

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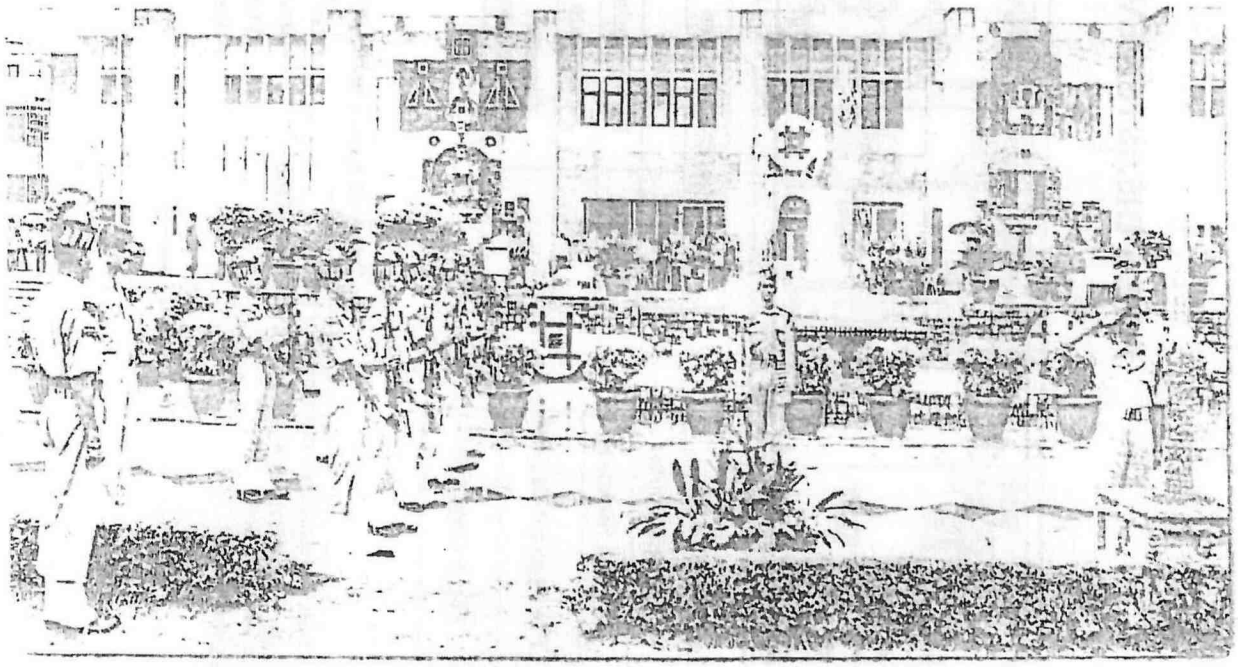

Delhi High Court
Shershah Road, Justice SB Marg
New Delhi-110003, India