

Railway Station Safety Initiative

By



Revenue and Disaster Management Department

Government of Haryana

RAILWAY STATION DISASTER MANAGEMENT PLAN

Railway Junction, Panipat

2014-15



CENTRE FOR DISASTER MANAGEMENT

HARYANA INSTITUTE OF PUBLIC ADMINISTRATION, GURGAON

INDEX

1. Disaster Management in Indian Railways
2. Railway Station Profile
 - 2.1. Possible Hazards
 - 2.2. Identification of Potential Non-Structural Hazards
 - 2.3. Resource Inventory
 - 2.4. Nearest resources
 - 2.5. List of hospitals for emergency management
 - 2.6. List of blood banks
3. Response Mechanism
4. Mock Drill
5. Assessment check list
6. Emergency mock drill reporting format

1. Disaster Management in Indian Railways

“Railway Disaster is a serious train accident or an untoward event of grave nature, either on railway premises or arising out of railway activity, due to natural or man-made causes, that may lead to loss of many lives and/or grievous injuries to a large number of people, and/or severe disruption of traffic etc, necessitating large scale help from other Government/Non-government and Private Organizations.”

In India, the railways are the most preferred mode of transport both for the movement of people and goods consignments in bulk. Indian Railways is spread over a vast geographical area over 63000 route kilometers. Unlike in other countries where the role of Railways, in the event of a disaster, is restricted to clearing and restoring the traffic, in our country Indian Railways handles the rescue and relief operations. The ‘Citizen Charter’ of the Indian Railways also spells out the railways’ commitment in providing safe and dependable train services to passengers. The Indian Railways is the world’s largest government railway. It is a single system which consists of 65,436 route km of track that criss cross the country, on which more than 20,238 number of trains ply, carrying about 23 million passengers and hauling nearly 2.77 million tons of freight every day. Therefore, the safety of operations on the Railways and the safety and security of the millions availing the services of the Railways are of paramount importance. India is vulnerable, in varying degrees, to a large number of natural as well as man-made disasters. Heightened vulnerabilities to disaster risks can be related to expanding population, urbanization and industrialization, development within high-risk zones, environmental degradation and climate change. It can also be related to increase in terrorism around the Globe.

DISASTER DEFINED IN RAILWAYS’ CONTEXT

The concept of a Disaster was not adequately and comprehensively defined on Indian Railways, till the year 2005. It was accepted that a Disaster situation implies, on the railways, to cover only cases of serious rail/train accidents. The definition of Disaster Management (DM) as given by the Government of India was legislated for the first time in the Disaster Management Act, 2005. The broad principles of disaster for any department of the Government changed to the concept of any incident which could not be handled with alone by that department i.e. if it was beyond the coping capacity of a particular department, the incident could be termed as a disaster. With this came the concept of the departments of Government of India as also the State Governments required to join hands to extend whatever facilities were available with them to provide relief/rescue and mitigation on the occurrence of a disaster.

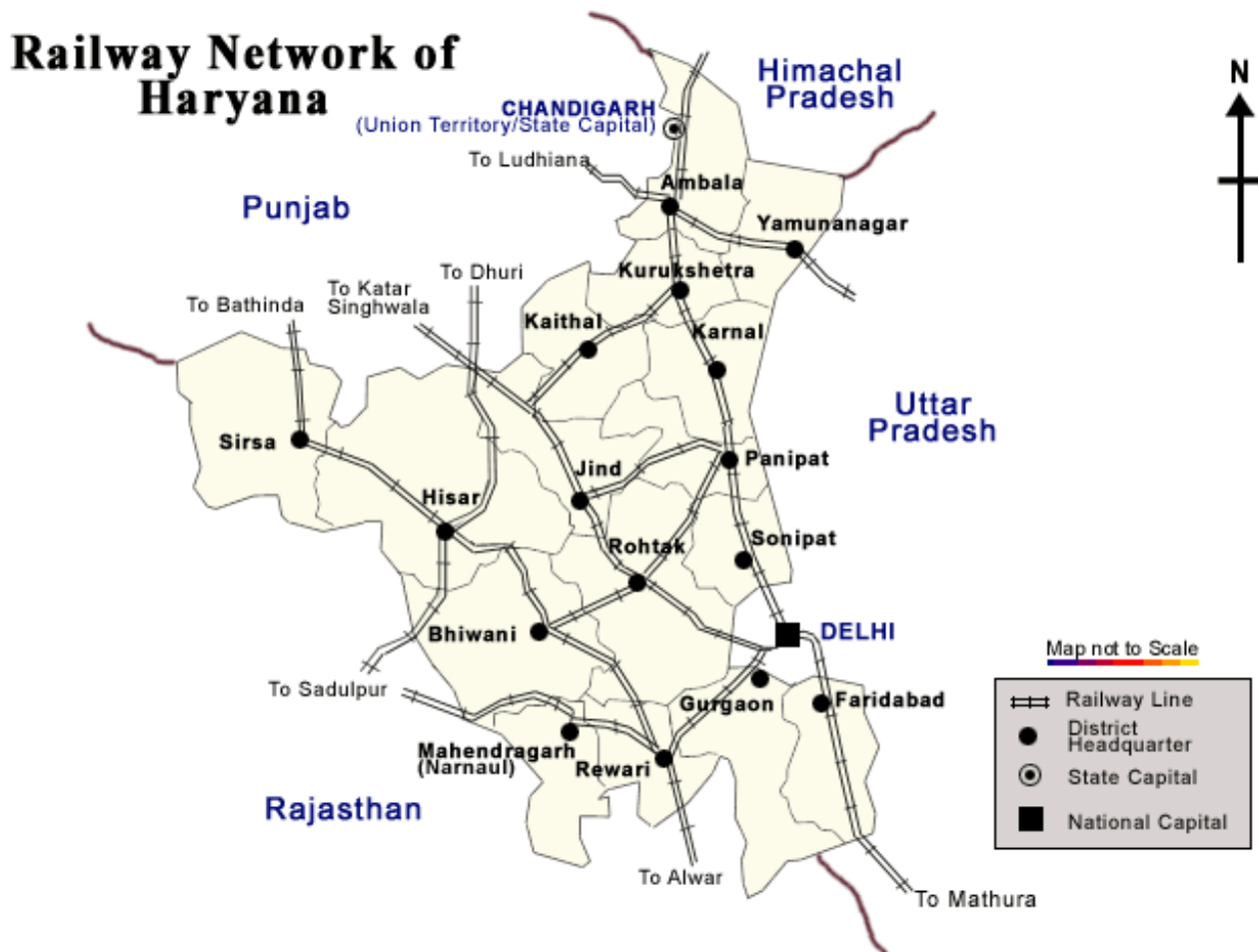
Disaster in the Railway context was traditionally a serious train accident, caused by human/equipment failure, which may affect normal movement of train services with loss of human life or property or both. This is now extended to include natural and other manmade disasters. Different types of disasters are described along with a few examples, below:

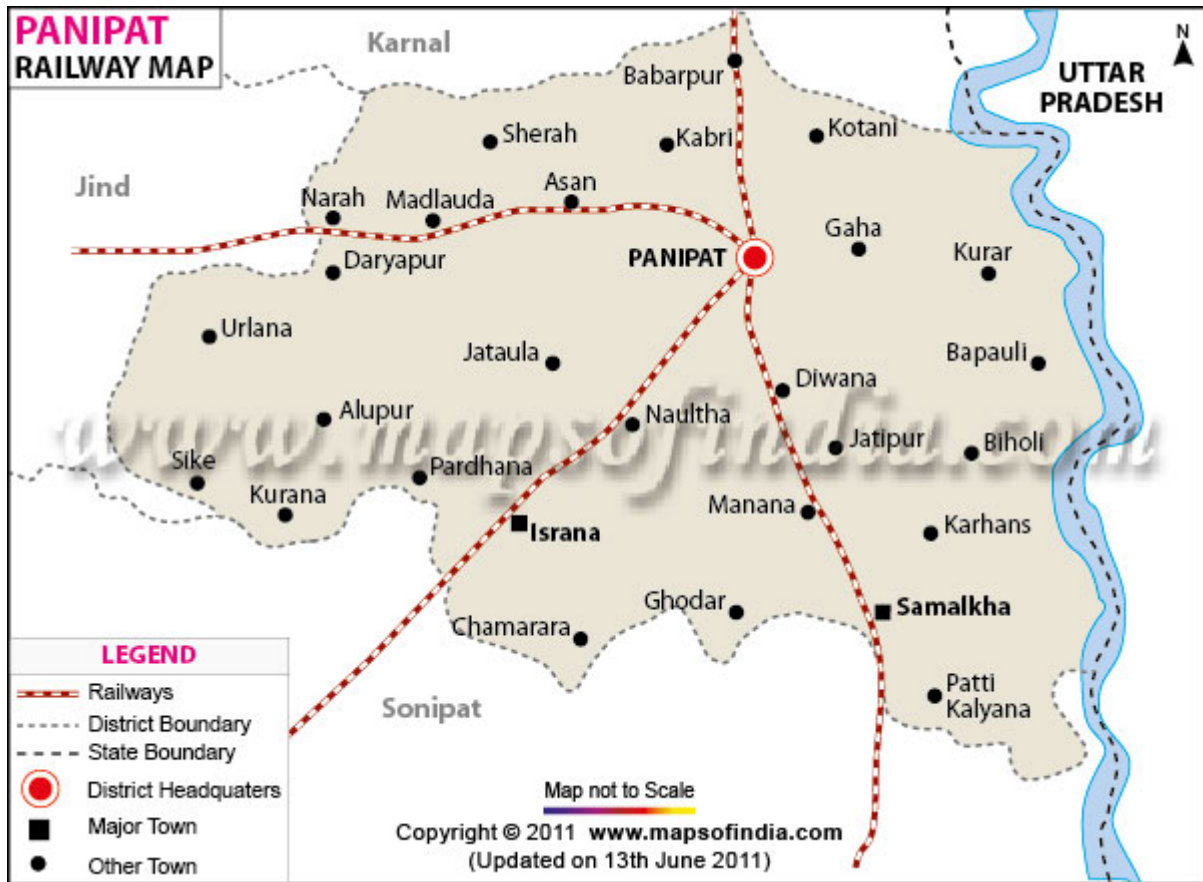
a) Natural Disaster includes Earthquakes, Floods, Cyclones, Land Slides, Snow Avalanches, and Tsunami etc.

b) Train Accident related Disaster includes Collisions (with a huge number of casualties), Train marooned (flash floods), derailments on a bridge over a river and coaches falling down, train washed away in cyclone, derailment of a train carrying explosives or highly inflammable material, tunnel collapse on a train, fire or explosion in trains, and other miscellaneous cases etc.

c) Manmade Disasters covers Acts of Terrorism and Sabotage, i.e. causing deliberate loss of life and/or damage to property, which includes Setting a Train on fire, Railway installations etc., bomb blast at Railway Station/Train, Chemical (Terrorism) Disaster, Biological, Radiological and Nuclear Disaster.

Panipat Railway Station:- Panipat railway station is located in Panipat district in the Indian state of Haryana and serves the historic and industrial town of Panipat. Panipat railway station is at an elevation of 235 meters (771 ft) and was assigned the code – PNP. Sabjimandi-Karnal sector was electrified in 1992-1995





List of Trains and Train Numbers From & To Panipat Station:

Sr.No	Train Code	Train Name	Arrival	Departure	Stop time	Days of run
1.	14553	Himachal Express	00:51	00:53	2min	S M T W T F S
2.	22402	Udhampur - Delhi Rohilla AC Super Express	02:36	02:38	2min	M W F
3.	04036	Udhampur - Delhi Sarai Rohilla Inaugural AC Special	02:37	02:39	2min	S T T
4.	18110	Jammu Tawi Muri Rourkela Express	02:48	02:50	2min	S M T W T F S
5.	14554	Himachal Express	03:15	03:30	2min	S M T W T F S
6.	14034	Jammu Mail	03:39	03:41	2min	S M T W T F S
7.	12312	Kalka Mail	03:50	03:52	2min	S M T W T F S
8.	12983	Ajmer - Chandigarh Garib Rath	03:55	03:58	2min	M W S
9.	09021	Bandra - Jammu Tawi Super Fast Special	04:05	04:07	2min	S M T W T F S
10.	12450	Goa Sam park Kranti Express	04:23	04:25	2min	S M T W T F S
11.	14012	Hoshiarpur - Delhi Expr	04:38	04:40	2min	M
12.	15707	Katihar - Amritsar Express	04:51	04:53	2min	S M T W T F S

13.	12446	Uttar Sampark Kranti	04:53	04:55	2min	SMT
14.	18508	Hirakund Express	05:45	05:47	2min	SMT
15.	54049	Rohtak Panipat Jind Passenger	06:05	06:10	5min	S M T W T F S
16.	12475	Hapa - Jammu Tawi Express	06:11	06:13	2min	T
17.	12471	Swaraj Express	06:11	06:13	2min	M T F S
18.	12473	Sarvodaya Express	06:11	06:13	2min	M
19.	12477	Jamnagar - Jammu Tawi Express	06:11	06:13	2min	W
20.	14217	Unchahar Express	06:28	06:30	2min	S M T W T F S
21.	11057	Amritsar Express	06:38	06:40	2min	S M T W T F S
22.	54006	Jind - Rohtak Passenger	06:43	06:45	2min	S M T W T F S
23.	12919	Malwa Express	06:56	06:58	2min	S M T W T F S
24.	14795	Ekta Express	06:50	07:40	60min	S M T W T F S
25.	11078	Himalayan Queen	07:20	07:40	2min	S M T W T F S
26.	22452	Jhelum Express	07:47	07:49	2min	S M T W T F S
27.	12497	Shane Punjab	08:05	08:07	2min	S M T W T F S
28.	12011	Kalka Shatabdi	08:54	08:56	2min	S M T W T F S
29.	22452	Chandigarh - Bandra Super Fast Express	08:03	08:05	2min	S W
30.	22455	Sainagar Shirdi - Kalka Super Fast Express	09:08	09:10	2min	S W
31.	14037	Delhi - Pathankot Express	09:25	09:27	2min	S M T W T F S
32.	12058	New Delhi Jan Shatabdi	10:14	10:16	2min	S M T W T F S
33.	14732	Bhatinda - Delhi Express	10:48	10:50	2min	S M T W T F S
34.	12716	Amritsar - Nanded Express	11:28	11:30	2min	S M T W T F S
35.	54007	Rohtak - Panipat - Jind Passenger	11:27	11:32	2min	S M T W T F S
36.	54008	Jind - Rohtak Passenger	12:03	12:05	2min	S M T W T F S
37.	12460	Amritsar - New Delhi Express	12:34	12:36	2min	S M T W T F S
38.	12925	Paschim Express	12:40	12:42	2min	S M T W T F S
39.	09022	Jammu Tawi - Bandra Super Fast Special	13:10	13:12	2min	W
40.	15708	Amritsar - Katihar Express	13:23	13:25	2min	S M T W T F S
41.	22451	Bandra - Chandigarh Super Fast Express	13:26	13:28	2min	T F
42.	12715	Sachkhand Express	13:55	13:57	2min	S M T W T F S

43.	09303	Indore - Chandigarh Special	14:35	14:37	2min	F
44.	22457	Nanded - Nangal Dam Super Fast Express	14:38	14:40	2min	S
45.	22926	Paschim Express	14:40	14:42	2min	S M T W T F S
46.	54026	Panipat - Rohtak Passenger	14:42	14:50	8min	S M T W T F S
47.	14038	Pathankot - Delhi Express	15:28	15:30	2min	S M T W T S
48.	12459	New Delhi - Am Express	15:35	15:37	2min	S M T W T F S
49.	14649	Saryuyamuna Express	16:00	16:02	2min	M W S
50.	14673	Shaheed Express	16:00	16:02	2min	S T T F
51.	12057	Una Jan Shatabdi	16:11	16:13	2min	S M T W T F S
52.	14731	Delhi - Bhatinda Express	16:23	16:25	2min	S M T W T F S
53.	18507	Visakhapatnam - Amritsar HKG Express	16:37	16:39	2min	S W S
54.	12920	Malwa Express	17:13	17:15	2min	S M T W T F S
55.	11058	Amritsar - Dadar Express	17:54	17:56	2min	S M T W T F S
56.	54050	Jind Panipat Rohtak Passenger	18:05	18:10	5min	S M T W T F S
57.	54303	Delhi - Kalka Passenger	17:55	18:35	20min	S M T W T F S
58.	14674	Shaheed Express	18:49	18:51	2min	S T T F
59.	14650	Saryuyamuna Express	18:49	18:51	2min	M W S
60.	14218	Unchahar Express	19:07	19:09	2min	S M T W T F S
61.	12478	Jammu Tawi Jan Express	19:32	19:34	2min	S
62.	12474	Sarvodaya Express	19:32	19:34	2min	T
63.	12472	Swaraj Express	19:32	19:34	2min	T W F S
64.	12476	Sarvodaya Express	19:32	19:34	2min	M
65.	54009	Jind Panipat Rohtak Passenger	19:55	20:15	20min	S M T W T F S
66.	14796	Ekta Express	20:16	20:18	2min	S M T W T F S
67.	14096	Himalayan Queen	20:18	20:20	2min	S M T W T F S
68.	12012	Kalka Shatabdi	20:30	20:32	2min	S M T W T F S
69.	12449	Goa Sampark Kranti Express	20:44	20:46	2min	W T
70.	12498	Shane Punjab	20:55	20:57	2min	S M T W T F S
71.	22458	Nangal Dam - Nanded Super Fast Express	21:24	21:26	2min	T
72.	09304	Chandigarh - Indore Special	21:33	21:35	2min	F
73.	22456	Kalka - Sainagar Shirdi Super Fast Express	22:03	22:05	2min	S F
74.	12445	Uttar Sampark Kranti	22:08	22:10	2min	S M T W T F S

75.	14033	Jammu Mail	22:18	22:19	2min	S M T W T F S
76.	24033	Jammu Mail	22:18	22:20	2min	S M T W T F S
77.	14011	Delhi - Hoshiarpur Express	22:33	22:35	2min	S
78.	11077	Jhelum Express	22:55	22:57	2min	S M T W T F S
79.	12311	Howrah Dli Kalka Mail	23:16	23:18	2min	S M T W T F S
80.	12984	Chandigarh - Ajmer Garib Rath	23:28	23:30	2min	M W S
81.	22401	Delhi Sarai Rohilla - Udhampur AC Super Fast Express	23:30	23:32	2min	M W S
82.	18101	Tatanagar -Jammu Express	23:53	23:55	2min	S M T W T F S

2. Chapter : Railway Station Profile

2.1 Railway Station Details

1.	Name	Railway Station, Panipat	
2.	Name of Railway Station Incharge	Sh. Inder Pal Khosla Station Superintendent	
		Mobile	9729531933
3.	<u>Railway Station Timings :</u> Railway Station Enquiry Cash Branch Overtime Branch Booking Branch Ticket Verification Branch	24 hr. 24 hr. 24 hr. 24 hr. 24 hr.	
4.	<u>Major Branches</u>	1. Traffic Dept. 2. P. Bay 3. Inspector of Works 4. Electric Dept 5. Carriage & Baggage 6. RPF 7. GRP 8. Medical 9. Tele 10. SET 11. OHE	

2.2 Possible Hazards:

Hazards (in and around the Railway Station)	Hazard Probability (High / Med / Low)
Rail Accidents	H
Flood	L
Earthquake	M
Building collapse	L
Epidemic / Contagious disease	L

Fire	H
Heat Wave	H
Cold Wave	H
Industrial / Chemical hazard	M
Stampede	M
Animal Bite	L
Snake Bite	L
Food Poisoning	M
Others (specify)	-

2.3 Identification of Potential Structural/Non Structural Hazards

Sr. No.	Structural/Non Structural Hazards Areas	Location
	Inside Railway Station	
1.	Gas cylinders	Canteens
2.	Other fuel (petrol/diesel/kerosene etc.)	Generator area
3.	Chemical bottles	-
4.	Main Electrical Boards	Electrical division ,OHE and SET
5.	Hanging Electrical Wires	-
6.	Suspended Ceilings	Office and Store
7.	Unfixed Almirah/cabinets	Offices and Store
8.	Unfixed wall Frames	Offices
9.	Doors/ Windows	Offices
10.	Open drains/ gutter	-
11.	Trees	On platforms
12.	Defected staircases	-
13.	Severely cracked walls	-
14.	Others (specify)	-
	Outside Railway Station	
1	Trees	Yes
2	Power Lines	Yes
3	Towers	Yes

4	Others (specify)	-
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2.4 Resource Inventory

Sr. No.	List of Items	Details of the item	Person Incharge	Contact No. of the person in charge
1.	First Aid Kits	100	Ajay Sharma	9729537531
2.	Fire Extinguishers	07	I.P Khosla	9729531933
3.	Sprinkler System	-	-	-
4.	Ladder (Nos. and Length)	12	-	-
5.	Rope (Nos. and Length)	-	-	-
6.	Stretchers	06	Ajay Sharma	9729537531
7.	Torches	12	Jatinder	9729531431
8.	Hammers	05	R.A. Meena	9729531238
9.	Generators / UPS	02	Umed Singh	9729531332
10.	Floor Carpets/ Daris	-	-	-
11.	Blankets	03	Ajay Sharma	9729531531
12.	Others	-	-	-

2.5 Nearest Resources

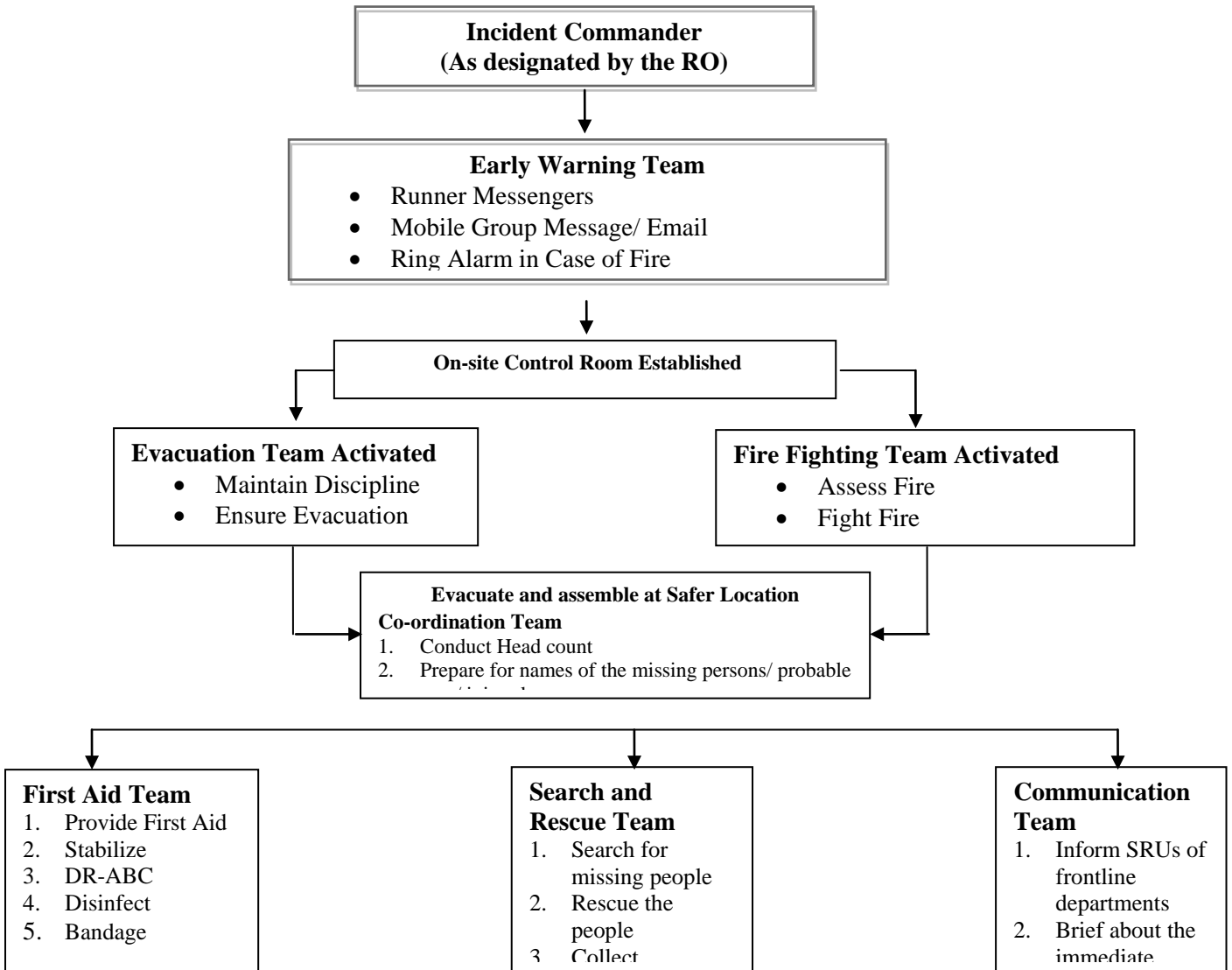
Sr. No	Nearest Resource	Distance in Kms	Contact no
1	Police Control Room, Panipat	2	100
2	Fire Station, Panipat	2	101
3	Civil Hospital,	2	0180-2630275
4	Ambulance Services	2	102

2.6 List of Blood Banks

Sr. No.	Name of the Blood Bank	Address	Phone No.
1	Red Cross Blood Bank	Panipat, Haryana	0180-4020149
2	Prem Blood Bank	Bishan Sarup Colony, Panipat	0180-2697191
3	M/S Panipat Blood Bank	322-R, Model Town, Panipat	0180-5011150
4	Bharat Blood Bank	Near Bus Stand Panipat (H)	0180-4019800

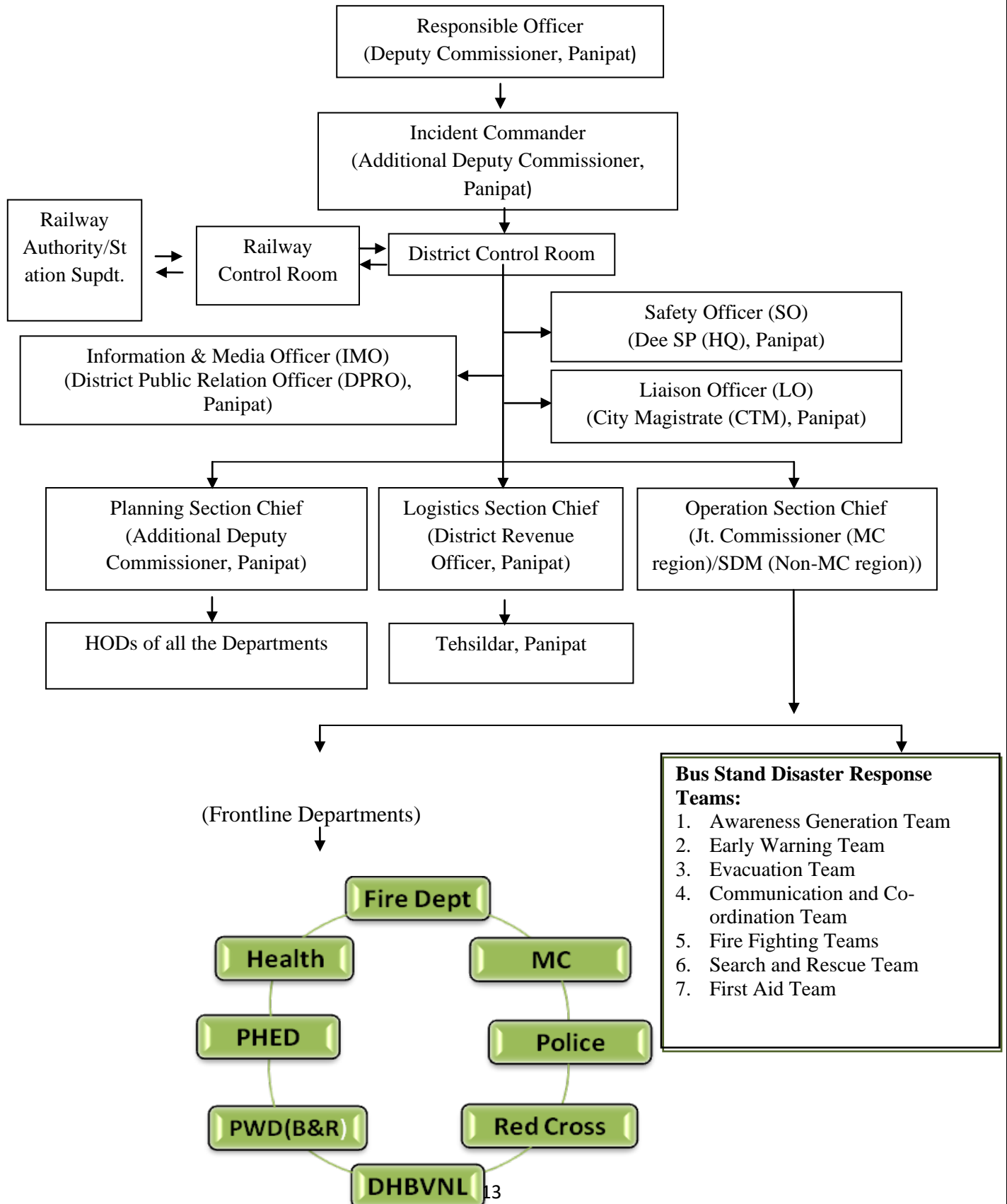
3. Response Mechanism

At the onset of the Hazards, the mechanism for Response is as follows:



Off- Site Response:-

For any off site response Incident Response System, (IRS) as per District Disaster Management Plan, Panipat shall be followed. The IRS flowchart of Command Staff is given below:



Sr. No.	Department	Responsibility
1.	Police Department	1. Corden of the area 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 medicle response
4.	Fire Department	1. Assess Fire; Fight fire 2. Search and Rescue person
5.	UVHBN	1. Provide electricity as and when required 2. Cut off power supply when needed 3. Provide generators during response
6.	PWD (B&R)	1. Provide heavy duty equipment for response
7.	MC	1. Provide JCBs, Cranes or other heavy duty equipment
8.	PHED	1. Provide water through water tankers
9.	Any other Department	Resources from any department can be procured during emergency as per the direction of the RO.

1. Annexure

Emergency Contact Number		
Police	Fire Brigade	Ambulance
100	101	102

Name of Officer	Designation	Contact No. (Office/Residence/Mobile)		
Administration				
Sh. Sameer Pal Srow, IAS	Dy. Commissioner	0180-2651502	0180-2652800	
Sh. Sujan Singh, HCS	Add. Dy. Commissioner	0180-2650152(O)	0180-2650652(R)	925555561
B.S GARG	SE. UHVBN	2651903		9354726268
Sh. Virender Singh .HCS	City Magistrate	2651801	-	9416766035
Sh Subhash Sheoran,HCS	S.D.M. PPT	2651303	2653053	9416278878
Sh.Pardeep HCS	S.D.M. SMK	2571100	2571111	9992856709
Vikas Dhanda	EO HUDA	2677018	-	-
Joginder Singh	G.M. Roadways	2648804	2646544	9812290016
Sh.Dharambir	RTA/DTO	2668668		9466500500

Revenue and Disaster Management Department				
Sh.V.S.Bathla	D.R.O.	231137	226399	9215060155
Hari OmAtri	Tehsildar, Panipat	-	-	9416077000
Raj Kumar Bhorla	Tehsildar, Samalkha	-	-	9996300066
Surajmal	Tehsildar, Bapoli	-	-	9416179629

Food and Supply			
Dilbag Singh	D.F.S.C.	2638863	9416030160
Manish Mehra	D.F.S.O.	2638863	9813385877
Sanjiv Rana	A.F.S.O.	2638863	9996233933

Haryana Roadways				
Joginder Singh	G.M. Roadways	-	-	9812290016
Sanjay Kumar	T.M. Roadways Panipat			9050044222
Bijender Singh	WM, Roadways,Panipat			9416692208
Vijay	Steno to G.M.			9812661121
-	Enquiry	0180-2646544	-	-

Health Department				
Dr. Jagmal Singh	CMO /Civil Surgeon	2630275(o) 92151-56183	246296	-
Dr.Naveen Suneja	Dy .CMO(NRHM)	2630275	-	9812034925
Dr.Anita Tandan	Dy.CMO	2630275	2640014	9416100117
Dr.Alok Jain	Addl.S.M.O	2697101	2644102	9812577227
Dr.Anil malik	Medical supdt.ESI	2697953	-	9466161061

Home Guard and Civil Defence				
-	District Commandant Home Guards	0180-2651077	-	-
Sh Maher	Store Supdt	2651502	-	-

UTTAR HARYANA BIJLI VITRAN NIGAM LIMITED				
Suresh Bansal	XEN UHBVN	-	-	9354918993
B.S Garg	SE.UHBVN	-	2651903	9354726268

HUDA				
Vikas Dhanda	EO HUDA	2660068	2661857	9215501732
Dharambir	SDO HUDA	-	-	9466517262
N.K Shahney	SDO,HUDA No.1	2660068	-	9466307221
Yusuf Mohmad	Sr.Town Planner	-	-	9416690877
Dhirender Kumar	DTP Enforcement	2668499	-	9416730043

Irrigation Department				
Azad Singh Lathwal	XEN Water ser.Division	2650036	2652026	9416160051
Jagamahander	SDO W/S Sanoli	2650036	-	9416315344
Rajesh Verma	SDO W/S Gohana	2650036	-	9896097729
K.L Verma	SDO W/S Israna	-	-	9991298494
Ram Mehar	SDO W/S Panipat	-	-	9416428054
A.P Chugh	XEN Const.No 23	-	-	9354105324

Local Bodies Department				
B.N Bharti	E.O. M.C. Panipat	2649381	-	9355077796
M.R.Sharma	XEN M.C	-	-	9810902159
Manjeet Singh	M.E.,M.C	-	-	9467283967
Rahul Punia	M.E.,M.C	-	-	9467399913
Saurabh Nain	Secy/M.E(Elect)	-	-	9468255839

Fire Brigade				
Saini	Fire Officer,Panipat	101, 2650458	-	9466045293
Saini	Fire Officer,Samalkha	2570101	2570890	9466045293
-	NFL	2652872	2003666	-
	THERMAL	2566970		9355084851
	REFINERY	2578727	2578801	-

POLICE			
NAME	Designation	PHONE	CELL NO
Rahul Sharma	S.P	2699100	8398000061
Surinder Singh	DSP HQ PPT	-	8398000602
Joginder Singh	DSP(City)-1	-	8398000604
Virender Singh	DSP City	-	8398000605
Tahir Husain	DSP,Samalkha	2699107	8368000607
Tania Surjewala	DSP(Trg)		8368000609
Deepak Kumar,Insp	C.I.A.-1	2699108	8398000611
Satyawan Singh	C.I.A-2		8398000612
Vishal, Inspector	SHO PS City	269910	8398000613

Public Relations Department				
Surender Verma	DPRO	2650388	-	9416661109
Deepak Parashar	APRO	-do-	-	9254161700
Jaiveer Sheoran	APRO Panipat	-do-	-	9466527755

Public Health Engineering				
Vikas Kumar	XEN D & W	2650003	-	9991786000
Ram Syrup	SDO,PH-1	2633731	-	9466519426
Rajesh Kaushik	SDO,PH-Div.No.2	-	-	9896203838
Subhash Chand	SDO,PH.No-4	-	-	9416182638
Ramesh Kumar	XEN,P.H-2	2634587	-	9466164700
Ishwar Chand	SDO,PH-2,SMK	-	-	9416957763
Dhingra	JE	-	-	9416195479
V.K Gupta	SDO-2	-	-	9215632065

Red Cross Society				
Vikas	PO. Red Cross, Panipat	4008357		9812469292
Suresh poria	Accountant Red Cross Society,	-		9466785515

	Panipat			
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Other Important Contact Nos.			
Department	Name of Officer	Mobile No.	Landline No.
Army Exchange, Satrod Cantt., Panipat	-	-	223601-04 Ext. 2062 (Flood Control Room)
NDRF, Ghaziabad (official Battalion for Disaster Management Response in Haryana)	Sh. Jaipal Yadav, 8 th Bn NDRF, Ghaziabad	9968610011	0120- 2766012/13
NDRF Control Room	-	9711448595	011-26107953, 011-26105912
For Divers			
Kurukshetra Development Board	Sh. Rajiv, SDO	9416220057	-
	Sh. Rajesh Hooda, Head of Diver	8950373186	-
	Sh. Ajmer Gulati, Additional Diver	9813154749	-
Haryana Police Academy, Madhuban, Karnal	Control Room	-	0183- 2380116/7/8
	Sudhir Chaudhary, Insp. General	9416045656	0183- 2380100/600
	Rajinder Singh, IPS, Commandant, 5 th Battalion	9813452888	-
	Sunil, ASI In-charge of Divers	8295100107	-
	Anil, Constable, Diver	9416811650	-
	Parvinder, Constable, Diver	9255495225	-
Central Government Disaster Management Authorities			
National Disaster Management Authority, New Delhi	Control Room	011-26701728	-
National Industrial Security Academy, CISF	-	040- 04252265, 04256231	-
CISF	-	011-24361125	-
BSF	-	011-24362181	-
India Meteorological Deptt.	Director General	011-24611842	-

4. Mock-Drill

Mock drills are the way of testing the Railway Station Disaster Management Plan. The mock drill on earthquake, fire, etc. should be conducted once in every six months, and the deficiencies should be assessed for the purpose of Updation of the plan. This section of the plan should clearly indicate the steps to be followed to conduct the mock drills and the responsibilities of the teachers, non-teaching staff and students should be delineated. If required, the Railway Station authorities should invite the Fire Service Officers, doctors from Health Department, trainers from Red-Cross Society trained Civil Defence volunteers and volunteers from NGOs for support in conducting the mock drills.

Earthquake drill:

1. Practice drop, cover and hold.
2. Once evacuation starts, evacuate people in less than 10 minute without pushing and falling.
3. Evacuate Railway Station in less than 4 minutes using different exits.
4. Look out for nears and dears
5. Stay away from weak areas / structures.
6. Perform head counts when reach at assembly area.
7. Help those who need assistance

Fire Drill:

1. Evacuate from the site.
2. Practice Stop, Drop and Roll in case your clothes catch fire.
3. Cut off electricity from main switch and remove or close down gas connections.
4. Evacuate people in less than 1 minute without pushing and falling.
5. In case of heavy smoke, crawl out safely from the affected area.
6. Evacuate Railway Station in less than 4 minutes using different exits/fire exits.
7. Help those who need assistance.

5. Assessment check list

A. Fire Safety Assessment

1. Are fire extinguishers installed in the Railway Station?
2. Are they in working condition?
3. Are staff members trained to use fire extinguishers?
4. Are they located at appropriate positions (hazardous locations)?
5. Are they placed at appropriate height (accessible height)?
6. Are instructions indicated on extinguishers?
7. Is the language of instructions understood by all?
8. Is hydrant point in the Railway Station?
9. Are there Sand Buckets in the Railway Station? (specify in Numbers)
10. Are there Water Buckets in the Railway Station? (specify in Number)
11. Is emergency fire fighting training and SOP disseminated to the staff?
12. Are do's and don'ts displayed at appropriate locations?
13. Are emergency contact numbers displayed at appropriate locations?
14. Are Railway Station maps and escape routes displayed at appropriate locations in the Railway Station?
15. Is the emergency exit door present in the Railway Station?
16. Do you dispose flammable scrap at proper sight regularly?
17. Are the Fire Safety Norms followed in the Railway Station?
18. Is fire safety audit conducted annually?

(Attach fire safety audit report)

B. Electrical Safety Assessment

1. Is the central shutdown system in place?
2. Has the MCB system been installed?
3. Are the wires coated with insulating material?
4. Are receptacles installed to cover live wires?
5. Are electrical equipments and wires checked and replaced (if required) at every six months?

6. Are those equipments which get heated, installed at least 1 meter away from any kind of combustible material?
7. Is the earthing properly done in the Railway Station?
8. Is any defective electrical equipment in use in the Railway Station?

Specify:

9. Are there any live wires lying or tangled in open?
10. Is any plug point used for multiple loads?

Specify at how many points:

(Attach electric safety audit report)

C. Non Structural Safety assessment

1. Are the cabinets/*admirals* placed away from exit doors?
2. Are cabinets/*admirals* properly fixed to the wall?
3. Are these cabinets/*admirals* empty on the top?
4. Are desks placed with proper distance between them for easy movement?
5. Are evacuation routes, passages and stairways clear from obstacles (like flower pots, cupboards, bookshelves, big dustbins etc.) for evacuation?
6. Are fans and lights secured with ceiling?
7. Are bottles used for storing the chemicals in laboratories secured and protected against shattering?

D. Structural Safety assessment

1. How old is Railway Station building?
2. Is building structure earthquake resistant?
3. Is there any portion in the building which shows sign of cracks?
If yes, specify the locations
4. Are the Building Safety Norms followed in the Railway Station?
5. Has the building safety audit conducted by the structural engineer?

(Attach building safety audit report)

Emergency Mock Drill Reporting Format

Person Completing the Format/ Designation		Date
Time Alarm Sounded:	Time Drill Concluded:	Time to Evacuate
Type of Drill	Notification / Alert Method	Weather Conditions
<input type="checkbox"/> Fire / Evacuation <input type="checkbox"/> Bomb Blast <input type="checkbox"/> Shelter-in-Place <input type="checkbox"/> Earthquake <input type="checkbox"/> Medical Emergency <input type="checkbox"/> Other:	<input type="checkbox"/> Bell or Buzzer <input type="checkbox"/> Enhanced Alert System <input type="checkbox"/> Phone <input type="checkbox"/> Voice Notification <input type="checkbox"/> Siren	<input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Rain and wind <input type="checkbox"/> Hot/Cold
Participants		Situation at Start of Drill:
<input type="checkbox"/> Authorities <input type="checkbox"/> Safety Personnel <input type="checkbox"/> Employees/Staff <input type="checkbox"/> HOD <input type="checkbox"/> Fire Department <input type="checkbox"/> Emergency Medical Services <input type="checkbox"/> Police <input type="checkbox"/> Red Cross <input type="checkbox"/> Other		<input type="checkbox"/> Before Lunch Hours <input type="checkbox"/> During Lunch Hours <input type="checkbox"/> After Lunch Hours <input type="checkbox"/> Peak working Hours
Participants have previously trained on emergency procedures.		Employees previously trained on emergency procedures this year?
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Incident Command System as per IRS used?	Incident Commander/Designation	
<input type="checkbox"/> Yes <input type="checkbox"/> No		

Problems Encountered

- Congestion in hallways
- Alarm not heard
- Employees unsure of what to does/don't
- Staff unsure of responsibilities / response
- Unable to lock doors
- Windows left open
- Doors left open
- Lights left on
- Personnel not accounted
- Personnel run towards lifts
- Lifts are shut down.
- Difficulties with evacuation of disabled personnel.

- Communication problems
- Phone problems
- Chaos
- Long time to evacuate building
- Personnel not serious about drill
- Improper or unavailable supplies
- Confusion
- Doors or Exits blocked
- Delay in Medical response
- Delay in Fire service response
- Delay in Security response
- Interagency miscommunications
- Command, Control & Coordination problems
- Other:

Mitigation / Plans for Improvement

- Additional training for emergency response teams members.
- Additional staff training
- Address need for additional equipment/resources
- Improved emergency supplies

- Cooperative planning with responders
- Revised emergency response procedures
- Other: