

Building Capacities For Disaster Resilient  
Haryana

Judicial Complex Disaster Safety Plan  
2016

Haryana Institute Public Administration,  
Gurgoan

## Preface

In India, there is sheer negligence toward adherence of safety norms and safety practices. This makes many crucial institutions in our country vulnerable to disasters as it is well acknowledged fact that disaster impact is terrible on unprepared institutions. Therefore it is necessary to make serious attempts to install a system of disaster preparedness, mitigation, response and recovery to make institutions capable of comprehensively managing any disaster situation. The booklet 'Judicial Court Complex Safety Plan' is such a plan that must be executed to reduce the impact of disasters on a very essential institution like judicial complex.

This plan is helpful in understanding the significance of various disaster management activities which are needed to be performed for making judicial complex premises safer. It gives comprehensive information regarding hazards, their probability and methods to reduce their impact by planning, mitigating and building capacity of structural and non-structural components of the complex.

With the advent of DM Act 2005, various institutional mechanisms have been established like SDMA, DDMA's and funds which provide ideal platform for taking such crucial steps. Under this umbrella, Judicial Court Complex Safety Plan is being made under the project of 'Building Capacities for Disaster Resilient Haryana' executed by Haryana Institute of Public Administration (HIPA) and funded by Haryana Government approved by FCR.

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# 1.

# Introduction

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## 1.1 General Information

Sonipat district is situated in the eastern part of the state Haryana bordering Delhi and Uttar Pradesh. It is spread over 2260 Sq. km area. Sonipat is located in 28.9800° N, 77.0200° E. It is a part of National Capital Region along with Delhi, Gurgaon, Faridabad, Noida, Ghaziabad. The district borders Delhi union territory in south, Panipat District in the north, Jind District in the north-west, Uttar Pradesh state in the east with the Yamuna River acting as a border and Rohtak District in the west.

The Sonipat area was a part of Delhi District up to 1912. It was included in Rohtak District in September, 1912. Gohana Tehsil remained a part of Rohtak District till the formation of Sonipat as separate District on 22.12.1972.

The first Judicial Court started functioning at Sonipat on 15.5.1959. Shri Surjeet Singh Raikhy was posted as first Sub. Judge First Class at Kot Mohalla, Sonipat. In the beginning, there was only one Court. Shri I.P. Vashishth was posted as first Senior Sub Judge in this District on 29.3.1973.

The Court of Chief Judicial Magistrate was separately established on 13.5.1975 with Shri R.S. Bhatia as the first Chief Judicial Magistrate, Sonipat. Shri V.K. Kaushal joined as first Additional District & Sessions Judge, Sonipat, on 18.10.1973.

Sonipat District was declared as Sessions Division by the Hon'ble High Court, vide Haryana Govt. Notification No. 3/1/78JJ(4) dated 19th May, 1983 and Shri I.M. Malik was appointed as the first District & Sessions Judge at Sonipat, who joined on 8th June, 1983.

The Judicial Courts shifted in the present new Judicial Complex-cum-Mini Secretariat, in the year 1977 and prior to that the Judicial Courts were functioning in the Old Tehsil building. From initial strength of about 65 lawyers at the creation of the District, presently a large number of advocates are enrolled as members at District Bar Association, Sonipat.

At present, Sonipat Sessions Division has its two Sub Divisions, Gohana and Ganaur. Previously Gohana was a Tehsil and it was upgraded as Sub Division on 12.04.1965. As per office record, Sh. S.B. Ahuja joined as SJIC/JMIC after separation of Judiciary in 1964. Sh. M.L. Singhal appointed as JMIC at Gohana on 28.04.1964. As far as Ganaur Sub Division is concerned, the first Judicial Court started functioning w.e.f. 17.09.2001 and Sh. Sudhir Jiwan was appointed as first Judicial Officer at Ganaur. The Court at Ganaur is functioning in the building of Tehsil.

## 1.2 Need of Plan

The National Disaster Management Guidelines for management of earthquakes directs the needs for the DM plans for critical infrastructure for reduction of earthquake risk.

At district level, Mini Secretariat and District Judicial Courts Complex are the most important infrastructures for good governance. They form backbone of many crucial administrative activities related to public service and is an office to decision makers at district level. These should be prepared with strategies and tactics to plan for and respond to incidents and disruption of activities to ensure quick recovery to continue regular and essential operations at an acceptable pre-defined level.

## 1.3 Aim

The aim of Judicial Complex Safety Plan is to prevent and mitigate probable losses from disasters and initiate a culture of safety by installing a mechanism for organised and systematic response for any disaster situation.

## 1.5 Building Information

1. **Building address:** District Judicial Complex (District Courts), Gohana Road, Sonipat
2. **Person in-charge at building:**
  - a. **Name:** Sh. DS Sheoran
  - b. **Designation:** District and Sessions Judge, Sonipat
  - c. **Phone No:** 0130-2221050
  - d. **Address:** Sessions House, Sonipat

## 3. Contact Details

	Name	Designation	Phone No.
<b>Responsible officer</b>	Sh. DS Sheoran	District and Sessions Judge, Sonipat	0130-2221050
<b>Incident Commander</b>	Sh. Surender Kumar	Superintendent	9416295480
<b>Security</b>	Sh. Rahul Dev	DSP (HQ)	8053245301

## 1.4 Objectives

1. To prepare emergency response teams within Judicial Complex so as to reduce the impact of the disaster.
2. To identify and suggest mitigation measures for various structural and non- structural hazards.
3. To formulate proper evacuation plan for emergency evacuation without causing panic.
4. To carry out safety audits for prevention of fires and electrical shock circuits.
5. To establish a mechanism for better coordination for disaster response.

<b>Resource</b>	Sh. Suresh Kumar	DRO	9416017459
<b>Premise</b>	Sh. KS Suhag	XEN (B&R)	9416896043
<b>IT Manager</b>	Snp. Sudha Dahiya	DIO, Sonipat	9896263722
<b>HR</b>	Sh. Rajiv Kumar	Assistant	9466424068

#### 4. Building

- a. Height: **15 Mt**
- b. Area: **10000 SFT.**
- c. Class of Construction (NBC, 2005): **Old Building Single Storey Building (New Building in Construction)**
- d. Year of Construction: **Session Court-2001  
Lower Court- 1981  
Record Room- 1992**

#### 5. Stairs: Record Room

- a. Number: 1
- b. Type: - Right Hand
- c. Location: i) At Entrance

#### 6. Exits

- a. Number: **SC—3  
LC- 2  
RR-2**
- b. Type: Covered

#### 7. Lifts

- a. Number: **NO**
- b. Location: -
- c. Operational: -

#### 8. Storage of flammable material

- a. Type of material stored: **Files, Paper etc**
- b. Amount stored: **High quantity**
- c. Location: All Rooms and Courts

#### 9. Fire Alarm

Fire alarm operational: **NO**

#### 10. Sprinklers System Installed: **No**

#### 11. Sprinklers Functional : **NA**

#### 12. Communication System

- a. Telephones: **Yes**
- b. Micro Phone: **NO**
- c. Walkie Talkie: **NO**
- d. Wireless: **NO**

#### 13. Number of people employed: **350**

**14. Number of people with disability: 9 (Physically Challenged)**

**15. Average number of people in Judicial Complex on a working day: 3000 (Approximately)**

**16. Average number of people in Judicial Complex on a non working day: 10 (Approximately)**

**17. Average number of people in night: 3 (Chowkidars)**

**18. Service Equipment:**

a. **Electricity Generator: 1**

b. **Fire Extinguishers: NO**

c. **Sand Bucket: Nil**

**19. Fire Hydrant : No**

**20. Alterations and repair in Building : NO**

**21. Places of Public Occupancies: Outside Every Court; Case Filing Window**

a. **Assembly: Betweek Session Court and Lower Court**

b. **Open spaces: No Proper Parking Space**

**22. Floor Plans**

a. **Floor Maps to be attached: No**

b. **Command Post on the floor. Outside Lower Court**

# 2. Hazards, Vulnerability, Capacity and Risk Analysis (HVCRA)

## 2.1 Hazards

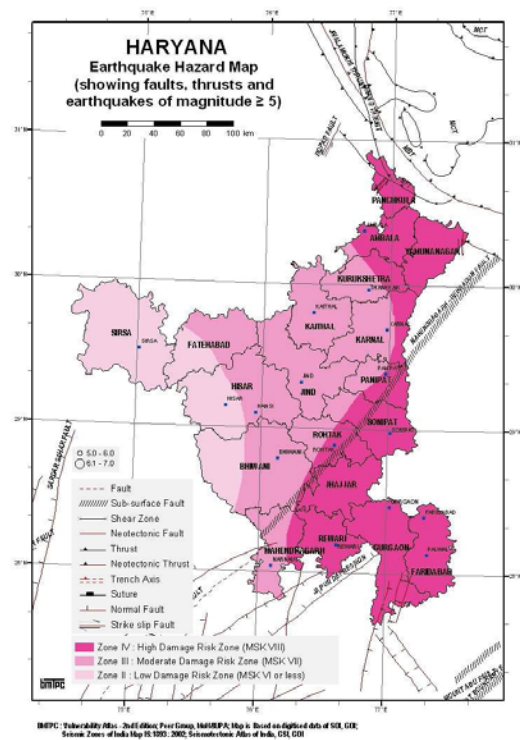
Owing to the geographical location in Sonapat and other factors the Judicial Complex has following hazards as probable hazards:

	Hazards	Causes
1.	Earth- quakes	Sonipat falls in Seismic Zone IV, High Damage Risk Zone
2.	Fires	Short circuit & presence of inflammable material like papers, files, etc.
3.	Stampede/ Riots	Incidents like Riots can prove as a threat to the life line of the district.
4.	Bomb Threat	Critical Infrastructure of district (Threat can cause stampede and panic)
5.	Terrorist Attack	Hearing of International Criminals

### 2.1.1 Earthquakes

Sonipat falls in Earthquake Seismic Zone IV, i.e. High Damage Risk Zone. In this, zone earthquake of magnitude up to 8 are possible. In recent time Delhi, which is in close proximity to the district has been experiencing earthquake shakes frequently. The building of General Hospital is well structured and earthquake resistance with proper beams and pillars. The following map shows Earthquake Zonation of Haryana State. (Map 2.1)

Map 2.1: Earthquake Zonation of Haryana State.



### 2.1.2 Fires

Short circuit & presence of inflammable material like papers, files etc in close proximity are basic causes of fire available in almost each room of Judicial Complex building. In addition during winters, heaters are used in many rooms. If proper care is not taken, these can cause fire. Therefore, fire is one of the probable hazards in the building. Even there are no Fire Extinguishers installed in the building. But new Building which is in construction, will be fully equipped with fire extinguishers and fire Hydrants as assured by Honourable Session Judge Sh. DS Sheoran at the time of training held on 10<sup>th</sup> March, 2016.



### **2.1.3 Bomb Threat**

With the advent of terrorist activities and anti-social elements, the incidents of bomb threats and bomb blast are increasing. As Judicial Complex Sonipat crucial Infrastructure for Judiciary, therefore there is possibility of such events.

It should be noted that the even a bomb threat can cause stampede in the building and cause panic. Due to its close proximity to the Delhi- NCR which is sensitive for such activities, Sonipat is also vulnerable to bomb threats and blasts. Therefore, there is probable risk for such activities.

### **2.1.4 Stampede/Riots**

Incidents like Riots and Stampede due to any other accident or incident can prove as a major threat to the life line of the district. There is a latest example of Jat Agitation in which a number of people were injured as there were some casualties too.

### **2.1.5 Terrorist Attacks**

As it is District Judicial Court, a number of criminals are taken here by police on their hearings. There are also hearing of international criminals here which increases the chances of terrorist attack in the premises.

## **2.2 Non Structural Hazards**

Sonipat falls in Zone IV i.e. High Damage Risk zone for earthquake. It is well observed phenomenon that during earthquake injuries are caused due to structural and non- structural components in the building.

Owing to the type of work in Judicial Complex, there is presence of lots of

material which can act as non- structural hazards during earthquake or any other emergency situation. This material includes glass window panes, computers, cupboards, air conditioners, hanging photo frames, files stack, planted pots etc. These objects act as harmful non-structural hazards during an earthquake as they move/ shake freely and can hit a person causing severe injury.

It is estimated in research that about 50% of injuries that occur due to earthquake is because of non- structural hazards. The following are few examples like cupboards, almirahs, air conditioners, computers, fans, glass panes, files stakes, books, etc.

Almost every room in the complex has cupboards placed at various locations in room. These cupboards and other such non-structural material can act major source of hazard within each room and in corridors. It has potential of blocking exits; blocking corridor passages, it may also fall on employees and can cause damage and injuries.

The above mentioned non-structural material that is available in the building and in various rooms in the complex that can probably become the hazards and can injure the person in its close proximity. Therefore this material is considered at non-structural hazards and need proper mitigation.

## **2.3 Vulnerability**

There are approximately 350 employed personnel in Judicial Complex who would be present during official hours.

In addition as Judicial Complex is a major centre for judicial functioning of the district, there are number of visitors that are expected everyday in Judicial Complex.

The average no. of people i.e. 3000 visiting each day in offices varies from day to day and in case of any disaster situation this floating population also becomes vulnerable and needs to be considered during planning and response.

The huge piles of files in various offices and stacks over cupboards also add to vulnerability by acting as probable non-structural hazard and more so in case of fire by acting a possible flammable material.

## 2.4 Capacity Analysis

Capacity for disaster can be understood as any man or material resource that can

reduce the impact of the disaster. This can be in the form of equipments, trainings, awareness, systems, plans, etc. The following are the capacities installed in the building:

1. Fire Alarm System
2. Fire extinguishers
3. Communication System
4. Trained Human Resource System, etc

Apart from these, there are various external infrastructures, facilities and capacities which could be requisite from nearby localities, districts etc during the disaster situation. Accordingly the details of Hazards, Risk, Vulnerability and Capacity analysis is given below:

## 2.5 Risk Analysis

Risk	Hazard	Vulnerable Area	Capacity
<b>High Risk</b>	Fires	Record Room; Chambers, courtrooms	a) Fire Extinguishers- <b>NO</b> b) Fire Alarm- <b>NO</b> c) Fire Hydrant- <b>NO</b> d) Trained HR- <b>YES</b> e) Sprinklers- <b>NO</b> f) Smoke Detectors- <b>NO</b> g) Staff trained: <b>Yes</b>
	Electric Shock Circuit	Record Room; Chambers, courtrooms	
	Earthquake	Almed rooms; Court rooms; chambers; Public meeting	<b>a) Earthquake resistant: Yes</b> <b>b) Safer Locations: Identified</b> <b>c) Trained staff: YES</b> <b>d) Open Spaces: Available and identified</b> <b>e) Evacuation Routes: Marked</b> <b>f) Staff Trained: YES</b>
	Terrorist Attack	Staff, Records other property	a) Building evacuation mechanism: <b>YES</b>
<b>Low Risk</b>	Storm	Building and Staff	a) Strong rooms: <b>YES</b>
	Cold Wave	Staff	a) Well constructed Building: <b>YES</b>

## 3. Institutional Mechanism

### 3.1 District Disaster Management Authority

District Disaster Management Authority, Sonipat plans, coordinates and implements all measures for the purposes of Disaster Management in accordance with the Guidelines laid down by NDMA

and HSDMA. It gives direction to departments at district level and local authorities to take measures for prevention or mitigation of disasters and also monitors that they implement disaster management plans at their respective level. The members of DDMA are as under:

S. No.	Members	Designation in DDMA
1	Deputy Commissioner, Sonipat	Chairperson ex-officio
2	Chairman of Zila Parishad, Sonipat	Co-Chairperson
3	Additional Deputy Commissioner, Sonipat	Chief Executive Officer ex-officio
4	Superintendent of Police (Head quarters), Sonipat	Member ex-officio
5	Chief Medical Officer, Sonipat	Member ex-officio
6	Superintending Engineer, PWD( B&R), Sonipat	Member
7	District Revenue and Disaster Management Officer, Sonipat	Member

### 3.2 Judicial Complex Safety Committee

For addressing the issues pertaining to disaster management, a mini secretariat and judicial Complex safety committee is formed. The committee for Judicial Complex is constituted of 8 members and headed by Honorable Session Judge, Sonipat. The Committee will be overall responsible for taking steps necessary for prevention, mitigation and preparedness. It will also be responsible setting up necessary mechanism for disaster response and recovery. The Judicial Complex safety committee comprises of following members:

S. No.	Designation	
1.	District and Sessions Judge , Sonipat	Chairperson
2.	Additional Deputy Commissioner, Sonipat	Member
3.	Civil Judge, Senior Division, Sonipat	Member
4.	City Magistrate, Sonipat	Member
5.	DSP (HQ), Sonipat	Member
6.	District Revenue Officer, Sonipat	Member
7.	Court Manager	Member
8.	District Development and Panchayat Officer, Sonipat	Member
9.	XEN PWD, Sonipat (Concerned)	Member
10.	District Informatics Officer, Sonipat	Member
11.	XEN UHBVN (Concerned)	Member
12.	Superintendent (Deputy Commissioners Office)	Member

### 3.3 Roles and Responsibilities of the Officers

Official	Designation	Responsibility
<b>District and Sessions Judge</b>	Safety Director	<ul style="list-style-type: none"> <li>i. Over all supervision.</li> <li>ii. Implementation and Execution of safety practices.</li> </ul>
<b>Additional District and Sessions Judge-I</b>	Deputy Director Safety	<ul style="list-style-type: none"> <li>i. Monitoring of Safety Activities in Judicial court Complex</li> <li>ii. Facilitation of necessary safety measures in the building measures</li> <li>iii. Ensure staff participation in all safety activities</li> </ul>
<b>Court Manager</b>	Deputy Director Safety	<ul style="list-style-type: none"> <li>i. Identifying monitoring and measuring risk</li> <li>ii. Preparing list of staff</li> <li>iii. Ensure head count after evacuation</li> <li>iv. Ensuring of safety measures being followed</li> <li>v. Regulatory compliance.</li> <li>vi. Ensure staff participation in all safety activities</li> <li>vii. Transportation facilities</li> </ul>
<b>DSP (HQ)</b>	Chief Security Officer	<ul style="list-style-type: none"> <li>i. Ensure safety of people at judicial Complex</li> <li>ii. Intimate about any protest in mini judicial complex</li> <li>iii. Provide sufficient amount of personnel for security</li> <li>iv. Monitor and implement any violent situation in and around area.</li> <li>v. Avoid about possible attack or bomb treat.</li> </ul>
<b>DRO</b>	Resource Manager	<ul style="list-style-type: none"> <li>i. Provide an updated district resource inventory</li> <li>ii. Provide response equipments if needed.</li> <li>iii. Provide list of trained human resources</li> <li>iv. Coordinate for: <ul style="list-style-type: none"> <li>a. Human resource</li> <li>b. Food</li> <li>c. Water supply</li> <li>d. Other essential supplies if needed.</li> </ul> </li> </ul>
<b>XEN PWD</b>	Premise Manager	<ul style="list-style-type: none"> <li>i. Identifying monitoring and measuring risk to infrastructure</li> <li>ii. Mitigation of identified risk</li> <li>iii. Ensure Mitigation measures in the building</li> <li>iv. Conduct building safety audit as per regulations</li> </ul>
<b>DIO XEN BSNL</b>	IT and documentation Manager	<ul style="list-style-type: none"> <li>i. Disruptions due to ignoring safe computing guidelines caused by virus attack or denial-of-service or attack in the computer network shall immediately be reported by all offices to the DIO, which, in turn shall activate the laid-down response mechanism</li> <li>ii. Resolving of computer hardware related issue</li> <li>iii. Resolving of video conferencing issues</li> <li>iv. Resolving issues related to UPS related back up.</li> </ul>

		v. Reporting of all incidents with help of Documentation team.
<b>XEN DHBVNL &amp; XEN PWD (Electrical)</b>	Electricity	<ul style="list-style-type: none"> <li>i. Ensure proper supply of electricity</li> <li>ii. Ensure proper functioning of generators</li> <li>iii. Intimate any power cut</li> <li>iv. If in case of immediate power failure intimate recovery time</li> <li>v. Ensure safety mechanism in place for electrical safety</li> <li>vi. Mitigate for identified electricity related risk</li> <li>vii. Ensure proper mitigation measures for electrical safety.</li> <li>viii. Conduct electrical safety audit keeping regulations in consideration</li> </ul>
<b>Superintendent Department</b>	HR	<ul style="list-style-type: none"> <li>i. Ensure HR related compliance</li> </ul>
<b>All Court In charges/ HODs</b>		<ul style="list-style-type: none"> <li>i. Ensure participation from all staff</li> <li>ii. Allocation of volunteers for team</li> <li>iii. Ensure proper mitigation measures being taken.</li> <li>iv. Ensure knowledge of plan and its activities should reach every employee.</li> </ul>

## 4.

# Resource Mapping

### 4.1 On Site Resource Mapping

S. No	Name of resources	Location
1.	Fire Extinguishers	NO
2.	Fire Alarms	NO
3.	First Aid Box	NO
4.	Human Resources	All the floor
5.	Safer area for evacuation	Open area between Lower Court and Session Court
6.	Staircase	Record Room (For 1 <sup>st</sup> Floor Only)
7.	Mic System	NO
8.	Main Switch Electricity	Ground floor
9.	Computers and internet	Almost Every Room
10.	Communication equipments	In All Rooms
11.	Fire fighting teams	All the floors
12.	Search and Rescue teams	
13.	First Aid teams	

### 4.2 Off Site Resource Mapping

Sr. No	Institution	Distance/ Location	Contact No
1.	Government Hospital, Sonipat	10 KM	0130-2218407
2	Police Control Room	500 M	(100)
3	Police Station, Sadar	8 KM	0130-2220522
4	Fire station, Sonipat	8 KM	(101)
5	NDRF, 8 <sup>th</sup> Battalion	Ghaziabad	01202-766618
6	Ambulance Services	10 KM	(102)
7	Armed Forces	54th Battalion HISAR	08571029737
8	SDE (Electrical) PWD-B&R	Mr. Sushil	09813481155
9	JE (Electrical) PWD-B&R	Mr. Vikas Arya	09812045449

### 4.3 District Level Emergency Response Teams

#### a) District Red- Cross Society: 0130-2221400

Sr. No.	Name	Designation	Contact No.
1.	Sh. Ajay Wasan	Secy. Red Cross	<b>9896064900</b>
2.	Sh. Dharamveer Dhayia	DTO, Red Cross	<b>9416538967</b>
3	Sh. Ram Sewak	Trainer	<b>9896973570</b>
4	Sh.Sanjay	Diver	<b>9416077579</b>

#### b) Fire Brigade: 101

Sr. No.	Name	Designation	Contact No.
1)	Sh.Narwal	FSO	9416564224
2)	Sh.Jagwinder Singh	Fireman	9215975888

#### c) Health Dept.CMO

1)	CMO	Sh. JS Punia	<b>7027814941</b>
2)	Dy. CMO	Sh. Mahinder Singh	9466846060
3)	Medical Superintendent	Sh. KC Arora	9215601546
4)	<b>Ambulance</b>	<b>Sh. Parvin</b>	<b>102/ 9996059998</b>

#### d) Fire Alarm Maintenance

1.	Sh. Vikas Arya	JE Electrical (Electrical)	9812045449
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#### e) Disaster Stores (Revenue Department)

Sr. no	Name of Equipment	Quantity	Location and Contact
1.	Life Jackets	32	Mini Secretariat FRA Store
2.	Aluminium Boats	7	Contact:
3.	Oars	14	Name: Sh. Vijay FRA

4.	OBM	6	Mob: 09896165099  Name: Bhagat Singh Mob. 9671701486
5.	Trailor	2	
6.	Torches	4	
7.	Portable Inflatable Lightening System	1	
8.	Equipments of Gotakhores	3	



# 5. Prevention and Mitigation Measures

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## 5.1 Prevention

**Disaster impact can be prevented for by strict adherence to the safety norms and practices given below:**

1. **Building Codes:** The Bureau of Indian Standards (BIS) has been publishing seismic hazard maps of India since 1962. The fifth revision of IS 1893 (1): 2002, which took place immediately after the devastating 2001 Bhuj earthquake, has four zones
2. **Construction of earthquake resistance structure**
3. **Fire Safety Norms**
4. **Electrical Safety Norms**

## 5.2 Mitigation

### a. Structural Mitigation

Structural hazards mitigation relates to the take necessary steps to avoid.

### b. Non Structural Mitigation

As certified by XEN, PWD (B&R) the judicial complex building is structurally safe but with the vulnerability towards disasters like earthquake and fire, non-structural hazards are of more concern. It is an acknowledge fact that 50% of the injuries after any earthquake are caused by non- structural hazards. The following are the non- structural hazards that are present in the building along with the possible mitigation measures:

- **Relocation:** All the cupboards that pose a risk should be relocated to such a place where it poses minimum chances of falling on individual or blocking any kind of exits.
- **Immobilization:** All such cupboards should be fixed to the wall or attach with each other so as to avoid free fall at the time of earthquake.

# 6. Capacity Building Measures

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## 6.1 Human Resource Capacity Building

With the objective of providing overall response to the disaster situation, the office of the Additional Deputy Commissioner, Sonipat organised specialised training on 10 March, 2016 for the human resources in the building. It was conducted by Centre for Disaster Management, HIPA.

The following capacity building trainings was arranged for the staff of Judicial Complex:

### 1) Techniques for Disaster Planning and Response

As the infrastructure and human resources in the Judicial Complex keep on changing, there is necessity for establishing the institutions for planning and response. The training should be given to the enable decision makers to tackle the disasters situation and take appropriate decision for management of the disasters.

### 2) HRVC (Structural and Non-Structural Identification)

Assessment of hazards and vulnerability is one of the tools for response, prevention, mitigation and planning for disaster. Therefore, HRVC of the building was done and the staff was taught about those structural and non- structural hazards which can occur in the premises and its behaviour during disasters so that they can help themselves and others during the time of disaster. They were trained about the do-s and don't-s during emergency situation.

### 3) Search and Rescue Techniques: (SAR)

During emergency there is need of rescuing persons trapped in hazards zone. As disaster situation are associated with resource crunch and destruction of physical infrastructure, there is a need of learning and practising the search and rescue techniques by selected members of the staff. Therefore, the civil

defense personnel trained the young staff and make their search and rescue team for any emergency.

### 4) Fire Fighting Techniques

Short circuit & presence of inflammable material like papers, files etc in close proximity are basic causes of fire available in almost each room of Judicial Complex building. Therefore, fire is one of the probable hazards in the building. Even there are no Fire Extinguishers installed in the building. But new Building which is in construction, will be fully equipped with fire extinguishers and fire Hydrants as assured by Honourable Session Judge Sh. DS Sheoran at the time of training held on 10<sup>th</sup> March, 2016. Therefore, the staff was trained about the techniques of using fire extinguishers and fire hydrants for fire fighting in the training.

### 5) First Aid and Basic Life Saving Skills

Disaster requires prompt response to save life. Therefore there is a need of first aid providers in complex so that they could respond within golden hour. Therefore, District Training Officer provide training to the staff regarding first aid techniques which included dressing, artificial respiration and basic lifesaving skills also.

## 6.2 Equipment

For appropriate disaster response, along with trained human resources there is need of disaster response equipment. The equipment can be categorised for use by different responding teams. For, example, Search and Rescue team shall have ropes, stretchers, blankets, ladders, etc for conducting activities in SAR. Similarly, fire fighting teams should have fire extinguishers, fire hydrants, sand buckets, etc. First Aid teams should have

bandages, first aid kits etc. Therefore, the trained staff was informed where those equipments so that they can use them when needed.

### **6.3 Judicial Complex Safety Plan**

To deliver proper response to the disaster situation there is need for comprehensive disaster management plan for the Judicial Complex. This plan contains the detail HRVC, prevention, mitigation and response plan. It plan has updated resource inventory of Judicial Complex and updated list of trained staff. This plan should be annually updated and discussed with all the stakeholders regularly..

# 7.

# Preparedness Measures

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## 7.1 General Preparedness

- a. Prepare floor wise evacuation plans for the building.
- b. Floor shall be numbered at stairways and exits.
- c. The floor maps should be direct proper information of safer routes, safer locations.  
(Details of the floor-maps are attached in annexure/ chapter)

## 7.2 Fire Hazards Preparedness

- a. A fire extinguisher is required to be within every 75 feet of area
- b. Fire extinguishers must be checked annually by a licensed service contractor.
- c. Fire extinguishers should not be hung higher than 5 feet from the floor to the top of the extinguisher
- d. Extinguishers are classified as "A", "B", or "C". Type "A" is required for ordinary (*wood, paper, some plastics, etc.*) hazards. Type "B" is required for liquid (*grease, paint, some plastics, etc.*) hazards. Type "C" is required for electrical hazards.
- e. Multi-purpose ("ABC") extinguishers are available for combined hazards and are the type **recommended**.
- f. CO<sub>2</sub> type fire extinguisher is required to be installed in areas where computer or other technical appliances are kept.
- g. Other extinguishers like (Water-CO<sub>2</sub>) and AFFF shall also be kept ready o strategic location with consultation of Fire Officer.

## 7.3 Exits

- a. There must be at least two exits from every area.
- b. Exits must be accessible without the use of any key.

- c. Exits must be marked with illuminated exit signs that are working.
- d. A horizontal exit shall be equipped with at least one fire/smoke door with fire resistance, of self-closing type. Further, it is required to have direct connectivity to the fire escape staircase for evacuation.
- e. Doors in horizontal exits shall be open at all times from both sides
- f. Storage, furniture, trash, etc. are not allowed in corridors or stairways.
- g. Fire doors to stairways and storage rooms must close and latch automatically.
- h. Fire doors may not be blocked open (*fire doors can only stay open normally if smoke detectors connected to automatically releasing door holders are installed*).
- i. The walls and ceilings of corridors and stairs must be solid. Any holes or other damage must be repaired.
- j. Exits may not be hidden by draperies, furniture, etc.
- k. Exit doors must open outwardly.
- l. Exit doors shall not hinder the exit passage.
- m. Overhead or sliding doors shall not be installed.
- n. Exits must lead to refugee area or street or roof.
- o. Exit door shall not open immediately upon a flight of stairs; a landing equal to at least the width of the door shall be provided in the stairway at each doorway; the level of landing shall be the same as that of the floor which it serves.
- p. Mirrors shall not be placed in exit ways or exit doors to avoid

confusion regarding the direction of exit.

- q. Exits path or corridors ways are to be kept clear

#### **7.4 Fire Alarms**

- a. Every building must have a fire alarm system that is always working.
- b. Each bell or horn, manual alarm station, and smoke or heat detector must work.
- c. The alarm stations must be red, and may not be covered or blocked by furniture, posters, drapes, etc.
- d. Smoke detectors are required in every room used for sleeping and are recommended in the corridors and stairs.
- e. When it is sounding, the fire alarm must be heard in every area of the building.

#### **7.5 Fire Hydrant**

- a. Fire hydrants must be installed and strategically located.
- b. Fire hydrants must be checked every six months and proper functioning must be ensured.

#### **7.6 Earthquake Hazard Preparedness**

- a. Safe location for evacuation must be identified
- b. First Aid box must be prepared and placed strategically
- c. Any material potential of blocking exits must be replaced.

#### **7.7 Human Resources Data Updation**

- a. Data regarding the human resources in the building must be regularly updated.
- b. Their newly appointed staff members must be trained and made aware for the plans
- c. Regular trainings of safety teams must be carried out.

#### **7.8 Safety and Security of Documents**

- a. The following steps should be taken well in advance for prevention of loss of any essential document in Judicial Complex record room.
- b. The record room should be earmarked in the building for storage of old files, records and documents.
- c. All the important documents should be scanned and digitized and a copy of it can be kept at some alternate safe place.
- d. There should be regular disposal of files as per the existing government guidelines.
- e. All the departments/ courts and offices should have back-up of their respective data in PCs/Laptops.
- f. Security of files/ documents/ PCs/ lap tops and use of pen drives and CDs should be elaborate.
- g. Regular check by department / section heads is recommended.
- h. Training regarding Dos and Don'ts is recommended.

# 8.

# Response Plan

## Disaster Response

Emergency response for any disaster incident will be of two kinds: 1) On-site Response and 2) Off-site Response.

### 8.1 On-Site Response

The Immediate response given by the on-site responders is said to be on-site response. The responders shall be the members of the staff of judicial complex which are trained for emergency response. The following is the on-site

response mechanism for Judicial Court Complex.

#### 8.1.1 On-Site Response Response Mechanism

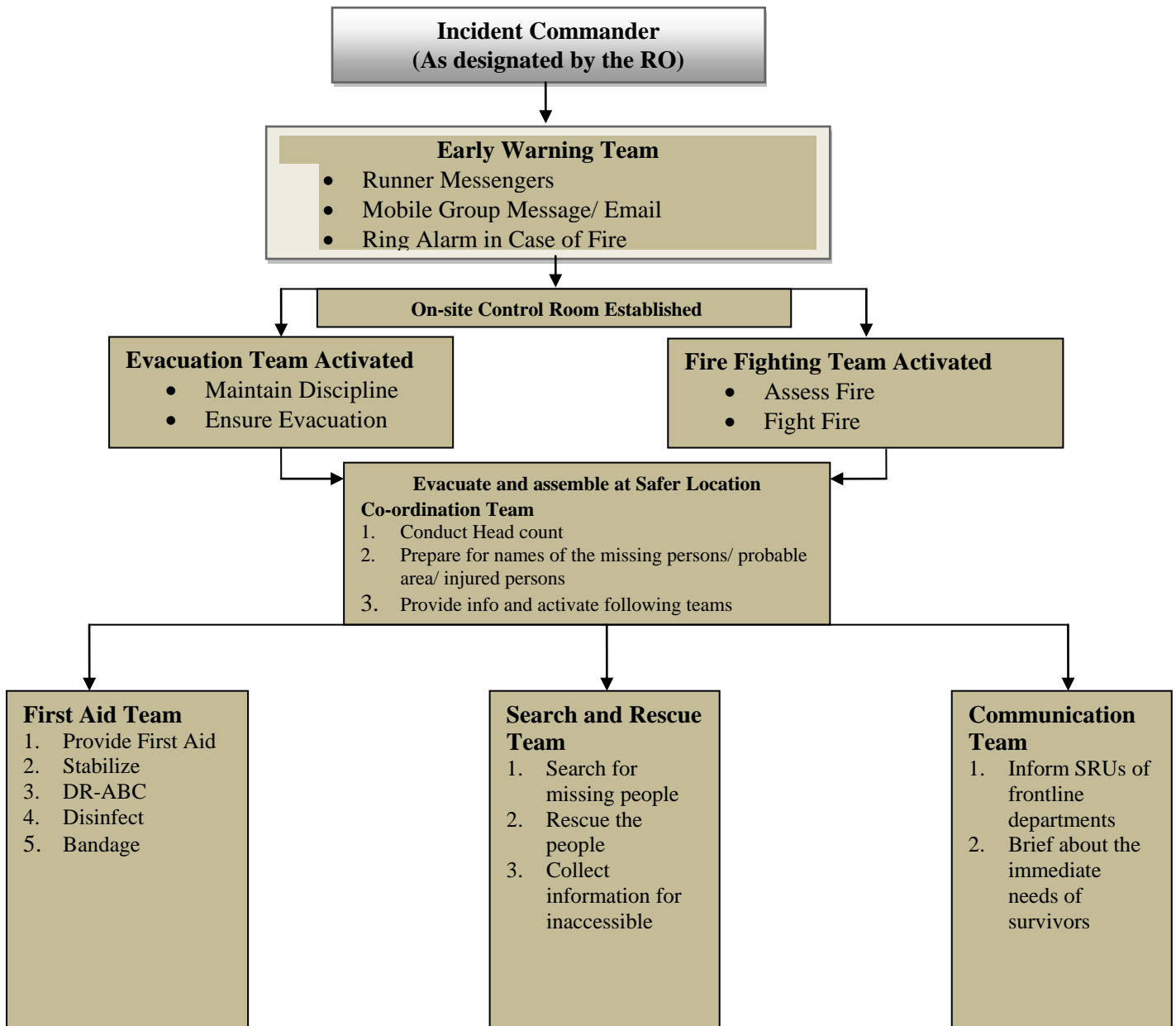
For the purpose of executing a comprehensive response to any emergency situation the following teams are trained for response of any emergency situation. All the activity will be commanded by the Incident Commander and teams shall follow his/ her directions.

Sr. No	Name of the Team	Roles and Responsibility
1.	Awareness Generation Team	1. Conduct timely awareness generation activities for Judicial Complex Staff 2. Discuss and highlight Judicial Complex DMP with the staff time to time.
2.	Early Warning Team	1. Run and issue warning to each room 2. Ring alarm or Use mic system 3. Use any other communication to issue warnings
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. Assess 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 Team	1. Inform the responder for any emergency situation 2. Inform Ambulance, Fire Brigade, Police and other emergency responder about the situation and needs
6.	Fire Fighting Teams	1. Assess Fire 2. Fight Fire as early as possible 3. Inform IC is the fire goes beyond their capacity of extinguishment
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- onsite 3. Provide necessary first aid to the injured
9.	Road Safety and Traffic Management Teams	1. Manage traffic on site 2. Manage crowd on site
10.	Food and Water supplying	1. Ensure availability of drinking water on site 2. Ensure availability of food items if required.

	Teams	
11.	Non- Structural Hazards Mitigation Team.0	<ol style="list-style-type: none"> <li>1. Identify non-structural hazards in the building</li> <li>2. Make necessary measures for its mitigation</li> <li>3. Ensure all the non-structural hazards are mitigated properly</li> </ol>

### 8.1.2 Flowchart of command and control of on-site response

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



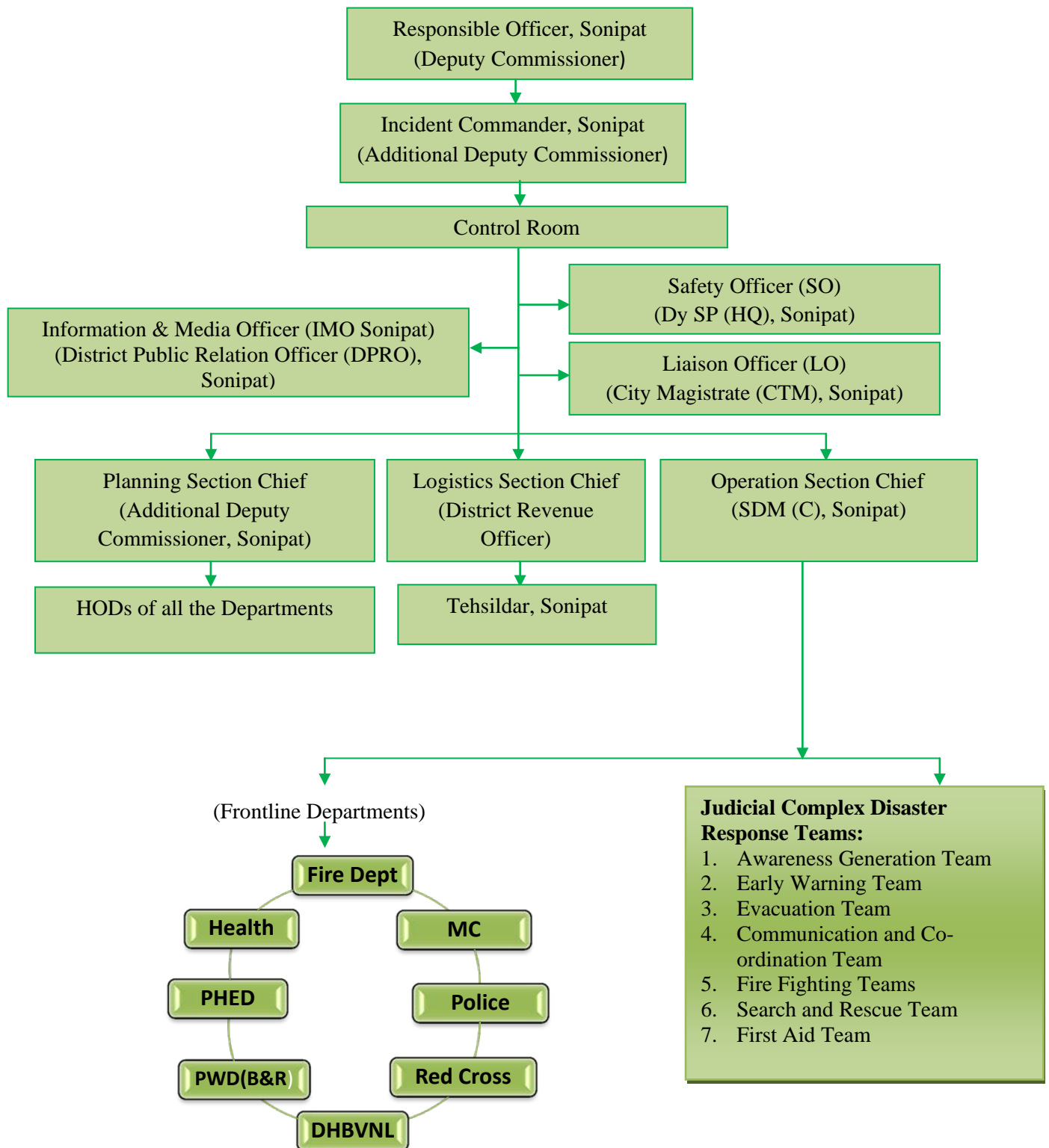
**8.1.3 Response Teams Details**

<b>Communication Teams</b>				
1.	Sh. Dharampal	Record Room	9416370065	D&S Court
2.	Smt. Sangeeta	Assistant Ahlamad	8950936267	D&S Court
3.	Smt. Rashmi	Assistant Ahlamad	9991146886	D&S Court
4.	Smt. Reena	Assistant Ahlamad	9416637851	D&S Court
5.	Sh. Rakesh Kumar	Assistant Ahlamad	7404221122	D&S Court
<b>Fire Fighting Teams</b>				
1.	Sh. Ashish Kumar	Assistant Ahlamad	8950102144	D&S Court
2.	Sh. Naresh Yadav	R Lifter	9813602403	D&S Court
3.	Sh. Navdeep	DEO	9991221070	D&S Court
4.	Sh. Pankaj	Ahlamad	9992843980	D&S Court
5.	Sh. Mani Prasad	Legal Aid Clerk	9896650033	D&S Court
<b>Search and Rescue Team</b>				
1.	Sh. Ajay Kumar	Executive Clerk	9034417911	D&S Court
2.	Sh. Parbhat	Legal Aid	9813672164	D&S Court
3.	Sh Sandeep	Clerk	9050429629	D&S Court
4.	Sh Devander Kumar	DRK	8950516209	D&S Court
5.	Sh. Harinder Singh	Clerk	9466513453	D&S Court
<b>Evacuation Team</b>				
1.	Sh. Rajesh Sharma	Lib. Asst	9812558285	D&S Court
2.	Sh. Suraj	R Lifter	9466604266	D&S Court
3.	Sh. Virender Sharma	Stano	9416551910	D&S Court
4.	Sh. Kuldeep	Legal Aid	8950141416	D&S Court
5.	Sh. Inderjeet	SA	9813118953	D&S Court
<b>First Aid Teams</b>				
1.	Sh Monita	Copy Clerk	8396019633	D&S Court
2.	Sh. Sunil Kumar	Copyist	8295831440	D&S Court
3.	Smt. Geeta Arya	Translator	9253334121	D&S Court
4.	Sh. Dharmender Bhardawaj	Copyist	8800945151	D&S Court
5.	Smt. Reena	Copy Clerk	9416637851	D&S Court



## 8.2 Off- Site Response

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



### 8.2.1 Response Branch: Details of Task Force

Sr. No	Department	Frontline Depts	Contact Details
1.	<b>Police Department</b>	DSP, Sonipat	8053245301
2.	<b>Health Department</b>	CMO, Sonipat	7027814941
3.	<b>Fire Department</b>	FSO, Sonipat	9416564224
4.	<b>DVHBN</b>	XEN, DVHBN, Sonipat	9416730043
5.	<b>PWD (B&amp;R)</b>	XEN	9416896043
6.	<b>PWD (B&amp;R) Electrical</b>	XEN, Sonipat	9356067500
7.	<b>PHED</b>	XEN	9992220609
8.	<b>Home Guards</b>	District Commandent	9416487802
9.	<b>District Red Cross</b>	Secy Red Cross	9896064900
10.	<b>Civil Defense</b>	Sports and Youth	9416360479

Sr. No.	Department	Responsibility
1.	Police Department	<ol style="list-style-type: none"> <li>1. Corden of the area</li> <li>2. Provide Security to the property/ records/ documents</li> <li>3. Crowd Management</li> <li>4. Communication (Wireless)</li> <li>5. Maintain law and order</li> </ol>
2.	Revenue Department	<ol style="list-style-type: none"> <li>1. Co-ordinate overall response</li> <li>2. Provide/ procure response equipments</li> </ol>
3.	Health Department	<ol style="list-style-type: none"> <li>1. Provide ambulances</li> <li>2. Conduct Triage</li> <li>3. Provide emeregency medicle response</li> </ol>
4.	Fire Department	<ol style="list-style-type: none"> <li>1. Assess Fire; Fight fire</li> <li>2. Search and Rescue person</li> </ol>
5.	DVHBN	<ol style="list-style-type: none"> <li>1. Provide electricity as and when required</li> <li>2. Cut off power supply when needed</li> <li>3. Provide generators during response</li> </ol>
6.	PWD (B&R)	<ol style="list-style-type: none"> <li>1. Provide heavy duty equipment for response</li> </ol>
7.	MC	<ol style="list-style-type: none"> <li>1. Provide JCBs, Cranes or other heavy duty equipment</li> </ol>
8.	PHED	<ol style="list-style-type: none"> <li>1. Provide water through water tankers</li> </ol>
9.	Any other Department	Resources from any department can be procured during emergency as per the direction of the RO.

# 9. Emergency Evacuation Plan

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## 9.1 Scope

The aim of evacuation plan is to facilitate complete evacuation of Judicial Court Complex building in orderly manner.

## 9.2 Objective

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 location, 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.

## 9.3 Need of Evacuation

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

1. Earthquake
2. Fire
3. Explosion
4. Bomb threats
5. Building air contamination
6. Severe weather
7. Terrorist Attack

## 9.4 Emergency Notification

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

1. Word of mouth
2. Fire or other alarms
3. Mass messaging service
4. Loud speakers

## 9.5 Evacuation procedure

1. The person who detects hazard, rings the emergency alarm, activates evacuation teams for word of mouth.
2. At the sound of the emergency alarm/ word of mouth, it is the responsibility of all building occupants to evacuate immediately and proceed to predetermined assembly points, away from the building.
3. Building occupants are also responsible for ensuring that their visitors/customers follow the evacuation procedure described herein, and leave the building along with all other occupants.
4. In case of meetings, courts hearing or procedure the Judges are responsible for adjourning their courts, and directing staff to leave the building by the nearest building exit upon hearing the building 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 vulnerable.
8. Any person unable to use stairs, or need assistance to evacuate, should proceed to the nearest designated "safe room" or remain in his/her office if safe. Emergency evacuation personnel will check "safe rooms", and ensure emergency response and rescue personnel are notified if someone has taken refuge there. They will also report any person taking refuge in offices in their areas.

### **9.6 Dos and Don'ts for Evacuation**

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

1. Do not panic
2. Do not ignore alarm.
3. Leave the building immediately, in an orderly fashion.
4. Do not use elevators.
5. Court sessions must be dismissed and all are directed to leave and assemble outside.
6. Follow quickest evacuation route from where you are (see posted

floor evacuation diagram/map by elevator).

7. Do not go back to your office area for any reason.
8. Proceed to the designated emergency assembly point 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 to your Work Area Rep. 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.

### **9.7 Responsibility of Evacuation Teams**

For the purpose of this Plan, Emergency Evacuation Personnel, and their alternates are regular employees who have been selected to help ensure that:

1. Building evacuation is carried out as planned,
2. Evacuated occupants are 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 a 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
<b>Communication and Coordination teams</b>	<ul style="list-style-type: none"> <li>• Maintain a current list of all occupants, including part time and student employees in immediate work area.</li> <li>• Ensure area occupants leave the building in cases where there is word of an emergency but building alarm didn't sound.</li> <li>• Inform occupants of their duty to report to your assembly point.</li> <li>• Assist and/or direct occupants with limited mobility either to safe rooms, or down stairs if they are able to negotiate stairway.</li> <li>• Leave the building as soon as possible and go to your assembly area.</li> <li>• Check off co-workers who safely reported to assembly point from occupant list.</li> <li>• Collect information on missing personnel known or suspected to still be in the building and report to the floor monitor or emergency personnel.</li> </ul>
<b>Floor-wise member of evacuation team</b>	<ul style="list-style-type: none"> <li>• While leaving, monitor corridors on assigned floor and ensure personnel are moving toward exits.</li> <li>• Check restrooms on assigned floor to ensure they have been evacuated.</li> <li>• Make sure fire doors on enclosed stairways and exits are closed and not blocked open.</li> <li>• Assist and/or direct occupants with limited mobility either to safe rooms, or down stairs if able to negotiate stairway.</li> <li>• 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.</li> <li>• Prevent re-entry into the building until emergency responders or the emergency coordinator announces the all-clear signal.</li> <li>• Fill out the building evacuation observation report form.</li> </ul>
<b>Coordinators</b>	<ul style="list-style-type: none"> <li>• Collect information on building occupants known or suspected to still be in building from Floor-wise members.</li> <li>• Meet emergency responders at building entrance.</li> <li>• 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.</li> <li>• Transmit the All-Clear signal to floor monitors or other building emergency evacuation personnel.</li> <li>• Conduct post emergency meeting if necessary.</li> </ul>

<b>On Scene Police Officers</b>	<ul style="list-style-type: none"><li>• Assist emergency responders from the fire department in gaining access to building as needed.</li><li>• Help secure building and prevent re-entry</li><li>• Maintain communication between emergency responders and officials.</li><li>• Transmit the all clear to Emergency Coordinators</li></ul>
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# 10.

# Mock Drill

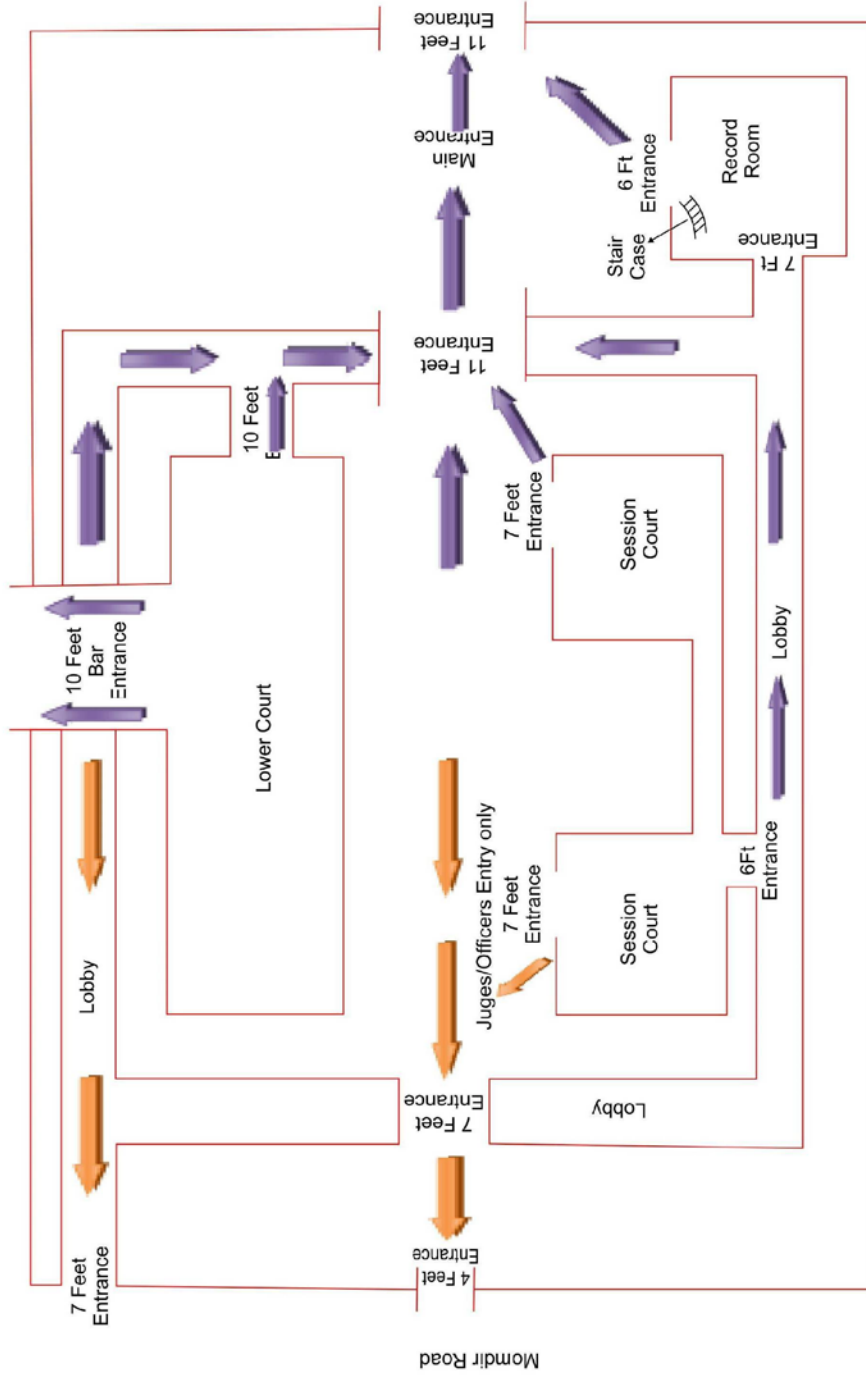
MOCK DRILL REPORTING FORMAT		
Person in-charge of completing the format/ designation		Date of the drill
Session Judge. Sh. DS Sheoran		10/03/2016
Time Alarm Sounded	Time drill Concluded	Time to evaluate
3.30 pm	10 mins	-
Type of Drill	Notification/Alert Method	Weather Condition
<input type="checkbox"/> Fire / Evacuation <input type="checkbox"/> Bomb Blast <input type="checkbox"/> Earthquake <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"/> Hand Siren	<input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Rain and wind <input type="checkbox"/> Hot/Cold
Participants		Situation at the 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 Hour
Are Participants 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		
<input type="checkbox"/> Congestion in hallways <input type="checkbox"/> Alarm not heard <input type="checkbox"/> Employees unsure of does/don't <input type="checkbox"/> Staff unsure of responsibilities / response <input type="checkbox"/> Unable to lock doors <input type="checkbox"/> Windows left open <input type="checkbox"/> Doors left open <input type="checkbox"/> Lights left on <input type="checkbox"/> Personnel not accounted <input type="checkbox"/> Personnel run towards lifts <input type="checkbox"/> Lifts are not shut down. <input type="checkbox"/> Difficulties with evacuation of disabled personnel.		<input type="checkbox"/> Communication problems <input type="checkbox"/> Phone problems <input type="checkbox"/> Chaos <input type="checkbox"/> Long time to evacuate building <input type="checkbox"/> Personnel not serious about drill <input type="checkbox"/> Improper or unavailable supplies <input type="checkbox"/> Confusion <input type="checkbox"/> Doors or Exits blocked <input type="checkbox"/> Delay in Medical response <input type="checkbox"/> Delay in Fire service response <input type="checkbox"/> Delay in Security response <input type="checkbox"/> Interagency miscommunications <input type="checkbox"/> Command, Control & Coordination problem <input type="checkbox"/> Other:

<b>Plan for Improvement</b>	
<input type="checkbox"/> <b>Additional training for emergency response team JC members.</b>	<input type="checkbox"/> Improved emergency supplies
<input type="checkbox"/> <b>Additional staff training</b>	<input type="checkbox"/> Cooperative planning with responders
<input type="checkbox"/> <b>Address need for additional equipment/resources</b>	<input type="checkbox"/> Revised emergency response procedures
	<input type="checkbox"/> Other



# Annexure I: Evacuation Map, Ground Floor

## District & Session Court, Sonipat



**Annexure II: List of trained staff in Judicial Complex, Sonipat**

Sr. No	Name	Designation/ Office	Contact No
1.	Sh. Dharampal	Record Room	9416370065
2.	Smt. Sangeeta	Assistant Ahlamad	8950936267
3.	Smt. Rashmi	Assistant Ahlamad	9991146886
4.	Smt. Reena	Assistant Ahlamad	9416637851
5.	Sh. Rakesh Kumar	Assistant Ahlamad	7404221122
6	Sh. Ashish Kumar	Assistant Ahlamad	8950102144
7	Sh. Naresh Yadav	R Lifter	9813602403
8	Sh. Navdeep	DEO	9991221070
9	Sh. Pankaj	Ahlamad	9992843980
10	Sh. Mani Prasad	Legal Aid Clerk	9896650033
11.	Sh. Ajay Kumar	Executive Clerk	9034417911
12.	Sh. Parbhat	Legal Aid	9813672164
13.	Sh Sandeep	Clerk	9050429629
14.	Sh Devander Kumar	DRK	8950516209
15.	Sh. Harinder Singh	Clerk	9466513453
16.	Sh. Rajesh Sharma	Lib. Asst	9812558285
17.	Sh. Suraj	R Lifter	9466604266
18.	Sh. Virender Sharma	Stano	9416551910
19.	Sh. Kuldeep	Legal Aid	8950141416
20.	Sh. Inderjeet	SA	9813118953
21.	Sh Monita	Copy Clerk	8396019633
22.	Sh. Sunil Kumar	Copyist	8295831440
23.	Smt. Geeta Arya	Translator	9253334121
24.	Sh. Dharmender Bhardawaj	Copyist	8800945151
25.	Smt. Reena	Copy Clerk	9416637851
26.	Sh. Rajiv Kumar	Assistant	9466424068
27.	Sh. Surender Kumar	Superintendent	9416295480

28.	Sh. Suresh Kumar	Copyist	9728884545
29.	Sh. Sushila		9416427951
30.	Sh. Lalit	Legal Aid	9034552157
31.	Sh. Devander	SA	9729470048