



STANDARD OPERATING PROCEDURE FOR

Capacity Building of State Disaster Response Force

National Disaster Response Force
Government of India

BOARD OF OFFICER

A Board of Officer composed at 1st Bn NDRF as per HQ NDRF order No I. 17018/Trg/HQ-NDRF/2025/3154 dated 30 Sep 2025.

Purpose : To review and update existing SOP.

Details of Board are as under:

Presiding Officer: Sh Pankaj Kavidayal, 2IC, 1st Bn NDRF.

Member No 1 : Sh Mahesh Chand Gurjar, AC, 1st Bn NDRF.

Member No 2 : Sh Maheep Kumar Maurya, Insp, 1st Bn NDRF.

Member No 3 : Sh. Tongsin Pholdam Anal, SI, 1st Bn NDRF.

Member No 4 : Sh R S Hanchipam Choice, SI, 1st Bn NDRF

“The best training program in the world is absolutely worthless without the will to execute it properly, consistently, and with intensity.”

John Romaniello

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Acronym

No.	ACRONYM	
1.	ADR	Aquatic Disaster Response
2.	BOO	Board of Officers
3.	Bn	Battalion
4.	CBRN	Chemical, Biological, Radiological and Nuclear
5.	CSSR	Collapsed Structure Search & Rescue
6.	DGP	Director General Police
7.	DM	Disaster Management
8.	MFR	Medical First Response
9.	MHA	Ministry of Home Affairs'
10.	NDRF	National Disaster Response Force
11.	NDMA	National Disaster Management Authority
12.	SDRF	State Disaster Response Force
13.	SOP	Standard Operating Procedure
14.	SAR	Search and Rescue
15.	UT	Union Territory

STANDARD OPERATING PROCEDURE FOR CAPACITY BUILDING OF STATE DISASTER RESPONSE FORCE

INTRODUCTION

1. One of the significant features of the Disaster Management Act 2005 is the provision of constitution of a National Disaster Response Force (NDRF) for “specialist response to a threatening disaster situation or disaster” (sec 44). Presently, with the 16 Bns of NDRF, India is amongst the leading countries, having ‘Single Largest Dedicated Disaster Response Force’ in the World which is trained and equipped as per international standards to respond to any Natural and Man made disasters including CBRN (Chemical, Biological, Radiological & Nuclear) emergencies..
2. DM Act 2005 also empowers State(s) to take necessary measures for preparedness and capacity building in accordance with the guidelines laid by National and State Authorities to provide prompt and effective response during disasters or a threatening disaster situation. Therefore, subsequent to the success of NDRF in its avowed objective, Central Govt. has been advocating to all the States and UTs to constitute State Disaster Response Force (SDRF) as first responders to deal with level-II and level-I disasters. For the purpose, as per the ‘National Policy’ on Disaster Management, every State/ UT is advised to raise a contingent of SDRF.

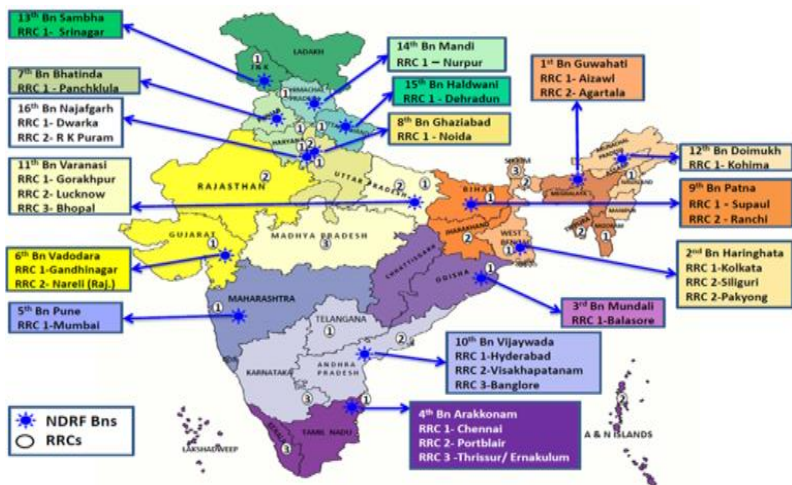


3. The concept of States constituting their own SDRF was first mooted by the NDMA in the Annual DGP Conference in 2006 and the same was endorsed by the MHA. Later, in a meeting held on March 12, 2012 under Chairmanship of Cabinet Secretary on ‘Crisis Management Plan’ the need for enhancing the capacity of State Police Forces in disaster response was highlighted

4. Now, the Parliamentary Standing Committee of Home Affairs in its 178th Report on Disaster Management in the country, keeping in view the paramount role of SDRF in disaster management, has recommended that due consideration must be paid to evolve mechanism to strengthen SDRF. This report recommends that all States/ UTs that have not yet setup SDRF may be insisted upon the need to set up the same at the earliest. The Committee has also suggested that sufficient SDRF battalions need to be created to reach in the disaster affected areas of the State quickly. The Committee has further recommended that Union Government, in tandem with the State Government, must arrive at a decision with regards to providing more funds to State Disaster Response Fund for procurement of equipment for search and rescue work and also relief for victims.
5. Ideally, it is suggested that SDRF may be raised on the lines of NDRF in all States/UTs as dedicated Disaster Response Force since NDRF model has proved very successful over a short period. Keeping in view the vulnerability profile, difficult & sparse terrain, poor connectivity of State(s), sufficient numbers of SDRF Coys are recommended to be raised in every State/UT in view of its disaster vulnerability profile. The SDRF can be placed strategically at suitable locations well connected to airport, rail heads and roads for their immediate deployment at the disaster sites.

OBJECTIVE OF SDRF:

6. Of all the various components of disaster management cycle, it is response which is most visible. 16 Bns of NDRF are located at 16 different locations in the country based on vulnerability profile of the region capable of dealing with disasters of Level III (disasters beyond the coping capacity of Distt & State Govts.). It is equally important to develop first responders within the State for Level-I (disaster within the coping capacity of district administration) & Level-II (disasters within the coping capacity of State Govts.) and also to respond within "golden hours" before arrival of NDRF. Therefore, NDMA has conceptualized a three-tier disaster response mechanism within the country. NDRF is at the apex level to handle disasters of Level-III & above, SDRF to be the first responder to handle Level-I & II disasters at the State level and at the district level, the personnel of Civil Defense, Home Guards and Fire & Emergency Services to be included in the three- tier disaster response mechanism in the country.



7. The most important advantage of SDRF is that it would be first to arrive at the disaster site (pro-active availability) to save precious human lives in 'golden hours' before arrival of the NDRF. Being local from the respective State/UT, personnel of SDRF would have familiarity with terrain & area, local language, cultural sensitivities and also about available resources that can be used at the time of crisis.
8. SDRF will also be used for Community Capacity Building and Awareness Generation programmes within the State. During these programmes, SDRF can familiarize themselves with terrain, critical buildings and other existing infrastructure for prompt response at the time of disaster and side by side they can also prepare the community specially school children, village volunteers and other stakeholders about Do's & Don'ts during various disasters. Following roles can be assigned to SDRF:
 - a. Respond to a disaster or threatening disaster situation
 - b. Distribution of relief material to the disaster victims
 - c. Ensuring full-proof security of the Nuclear Power Plants (NPPs) located within the State where applicable
 - d. Community Capacity Building – Volunteers
 - e. Liaison, Reconnaissance, Rehearsals and Mock Drills
 - f. Awareness Generation
 - g. Crowd Management
 - h. Acquire and Continually Upgrade its Skills and Knowledge through Training & Re-training



Instructors demonstrating how to extricate a victim from vehicle.

PRESENT STATUS OF SDRF:

9. Significantly, many of the States have initiated steps towards constituting the SDRF and 29 States/UT have in-principle approved constitution of SDRF, but most of them are yet to constitute dedicated SDRF on lines of NDRF. While some of the States like Bihar, Odisha, West Bengal, Tripura, Nagaland, Madhya Pradesh, Rajasthan, Uttarakhand, J&K etc. have earmarked dedicated Coys exclusively for SDRF, whereas many other States have preferred adhoc arrangements to get one or two Coys of their respective Armed Police Bn/IR Bns trained as SDRF.
10. This adhoc arrangement in many of the States serves no purpose because the specially trained personnel of SDRF get merged with their respective Bns and are regularly deployed on routine IS duties. This restricts them from regular training and re-training and they are not capable of performing the responsibilities mandated for SDRF. Most importantly, they are not available for any disaster response duties when the need arises. Therefore, if right efforts are made and funds are allocated for raising, training and equipping the dedicated SDRF, will prove to be very effective.

NEED OF SOP:

11. Disaster management is the State subject and a prompt, well-coordinated and effective disaster response for undertaking rescue, relief, and rehabilitation & reconstruction measures rests with the Govt. of the affected States/UTs. However, capacity building of the SDRF is responsibility of the NDRF being mandated to impart training to the SDRFs. It is therefore, required to formulate a SOP for imparting training to the teams of the SDRF by the trainers of the NDRF in an institutionalized and structured manner.

INSTITUTIONS:

12. Important stakeholders in this SOP are the States & UTs and Central Govt. Authorities (NDRF). These stakeholders are expected to develop and implement adequate measures to impart training to the SAR teams of the SDRF and to establish and make functional a vibrant training methodology as per guidelines of this SOP.

PURPOSE:

13. Purpose of this SOP is to establish the procedure for imparting the training to the SAR Team(s) of the SDRF in the State/UTs. The SOP prescribes guidance and assigns responsibility for adopting various executive actions to ensure institutionalized & structured training mechanism.

SCOPE:

14. a. To define a 'Standard Operating Procedure' for imparting smooth, proper and systematic training to the SDRF
- b. The SOP applies to all stakeholders
- c. This This SOP is a guideline and shall be reviewed periodically

RESPONSIBILITIES:

15. a. CENTRAL GOVT., STATE/UT GOVTS., NDRF & SDRF

It shall be the responsibility of all the Competent Authorities (NDRF, State/UT, NDRF & SDRF) who are involved in the planning and execution of the disaster response training to the disaster responders of the SDRF to ensure that all aspects of this SOP are adhered to..

- b. TRAINERS & TRAINEES

It shall be the responsibility of all the trainers & trainees to know, understand and follow the directions of the SOP in the letter and spirit.

METHODOLOGY:

16. The training of SDRF shall be organized by the NDRF free of cost with the help of 'Master Trainers' of NDRF. NDRF shall make sure to provide best training to the responders of the SDRF making them capable of launching disaster response operations on their own with full professional demeanor and passion.



PROCEDURE:

17. Following guidelines shall be followed by all the stakeholders who are directly or indirectly involved in the process of imparting training to the teams of the SDRF:

- a. Basic First Disaster Response Course

- i. Training Training of SDRF personnel will be conducted / organised by NDRF only in the States/ UTs who have constituted 'dedicated' SDRF on the line of NDRF



- ii. The training shall generally be conducted in one of the PTCs or Bn HQ of the State Police where basic infrastructure for Collapsed Structure Search and Rescue (CSSR) training is built up by the State Govt. on the basis of the recommendation of experts from NDRF. However, on the request of State/UT Govt., upon receipt of the direction from the NDRF, one team of Civil Engineers/Master Trainers of CSSR shall visit the venue of the training from the local Bn of NDRF for providing necessary guidance for the construction of the props area.
- iii. The concerned officials of the SDRF of respective State /UT Govt. shall prepare "Annual Training Calendar of the SDRF" w.e.f. 1st Jan to 31st Dec every year and shall forward it to the NDRF by 31st Oct of each year. After getting the directions from the NDRF, training shall be imparted by the concerned Bn to the SAR teams of the SDRF of the respective AOR.



- iv. The strength of one batch of SDRF for imparting "Basic Disaster Responder Course" shall be between 40-50 trainees (one team).
- v. The ratio of Trainers and Trainees shall not exceed 1:8 by the NDRF.
- vi. The authorities of the SDRF who shall be responsible for providing all requisites for smooth conduct of the training of the SDRF shall ensure following:-
 1. The training equipment and stores are available
 - ab) Proper class room facilities such as required furniture, black board, chalks, duster, markers, white boards, multi-media, flip charts, training aids, sufficient stationary etc. have been catered for.
 - ac) The construction of the props/debris training area shall be completed before 30 days of commencement of the CSSR training.
 - ad) The required PPEs and spares accessories for CSSR as well as MFR part of the course have been catered for.
 - ae) Proper swimming pool should be made available for imparting training in Aquatic Disaster Response



Training. In addition, suitable water body should also have been identified for the training purpose.

af) Different types of ropes and equipment which are required for high rise building rescue training should be catered for.

vii. The duration of the training of the 'Basic Disaster Responder Course' shall be for 8 weeks 3 Days in which MFR, CSSR, Flood Rescue and Motorized Boat Handling, Equipment Maintenance & Rope Rescue and Miscellaneous shall be taught etc. shall be taught. The complete curriculum of the 'Basic First Disaster Responder Course' is attached at '**Appendix –'A'**'. And Basic CBRN course-04 Weeks and 02 Days DM training for GOs of police and 02 Days DM training for NGOs is attached at **Appendix-'B'**.

viii Out of the strength of 40-50 trainees from each batch, few trainees shall be selected as a 'Trainer Material', subject to their training performance and aptitude by the training team of the NDRF. These trainers shall be provided higher level ToTs (Training of Trainers) training conducted in one of the 4 earmarked Training Institutions of NDRF. These Trainers shall be important constituent of SDRF as they will be responsible for ensuring day to day skill training of SDRF personnel in their respective teams.

xi Before the start of the training to the SDRF trainees, an expert team of trainers of the concerned Bn of the NDRF shall visit the training venue of the SDRF/Police to assess the preparation level. This visiting team shall point out the shortcomings if any and concerned officials will rectify all the shortcomings. The training of the SDRF shall be started by the NDRF only when all preparation have been completed by the concerned.

X Till the time, SDRF does not purchase equipment related to DM which are required for imparting training to the SAR teams, NDRF trainers shall carry their own equipment & stores, but the expendable accessories & spares have to be provided vis a vis procured by the SDRF.

xi The complete curriculum of the "Basic First Disaster Response Course" along with the block syllabus, detailed syllabus, time table and approximate cost of the training has been worked out which is attached at **Appendix-A & B**. The cost of the accessories of the equipment, PPEs etc has been worked out as guidelines which have to be met by the SDRF/Police.



xii Under exceptional circumstances, the training of the SDRF shall be organized in the Bn of NDRF if directions are given by the DG, NDRF as a special case.

b. ToTs and MoTs Courses:

- i. Personnel scoring 75% in the "Basic First Disaster Responder Course", shall be recommended for detailment in ToTs Courses.
- ii. The courses of ToTs & MoTs of SDRF shall be co-ordinated by the HQ, NDRF which shall be organized at the following CAPFs training Institutes:

1. BIDR – Takenpur (BSF)

- ab) NISA – HYD (CISF)

- ac) CTC – II Coimbatore (CRPF)

- ad) NITSRDR Bhanu (ITBP)

- iii. The duration for each ToT course shall be three weeks and MoT course shall be one week. And the duration of MoTs course in "MFR & CSSR" shall be of one week.

- iv. The strength of each ToTs course in MFR as well as in CSSR shall be kept between 24-30 only.

- v. The cost of the training charges for ToTs and MoTs courses shall be paid to CAPFs Training Institute by the concerned SDRF authorities.

- vi. SDRF authorities are also suggested to make use of following training institute/ source for getting their personnel trained:

1. NCDC – Nagpur

- ab) Saint John Ambulance

18. All SDRF authorities are requested to refer 'Training Regime of NDRF' for conducting day to day training as well as specialised training to their personnel.

Curriculum of the “Basic First Disaster Responder Course” of the SDRF Personnel and General Instructions

1. **OBJECTIVES:**

After undergoing “Basic First Disaster Response Course”, the participants should be able to:-

- a. Have an idea about the various types of disasters and to understand the basic principles of disaster response in different situations.
- b. Understand the concepts, methodology and techniques of search and rescue operation in different disaster situations, including collapsed structure search and rescue operations, urban search and rescue operations and rope rescue operations, as also to familiarize with the various equipment and tools used for the same.
- c. Understand the basics of emergency medical response and principles of patient assessment and management including:-
 - i. Pre-Hospital Treatment of different types of trauma and injuries.
 - ii. Principles of Triage and Basic Life Support Systems.
 - iii. Cardiological and other emergencies.
 - iv. Learn the various methods and techniques of evacuating victims.
 - v. Learn to handle various types of boats & eqpt. available for surface water and flood rescue ops.
 - vi. To understand the application and importance of various eqpt, tools and accessories used in disaster response ops.
 - vii. To become familiar with mechanics of the day-to-day maintenance, handling and safety procedures in operating the equipment.
 - viii. Locate faults in the eqpt. and take up trouble shooting to the extent possible.
 - ix. Become familiar with the essential of equipment maintenance and high-rise rescue.
 - x. Acquire the requisite lifesaving skills needed for water and flood rescue operation.
 - xi. To gain familiarity with pre-hospital medical management of CBRN emergencies.
 - xii. Gain familiarity with the emergency medical services system, the various kinds



of medical emergencies encountered in disaster situations, as also the principles of triage and basic life support systems.

2. COURSE DURATION: - 08 WEEKS 03 DAYS

3. DAILY SCHEDULE:

0630-0730 Hrs	PT/Yoga
0900-0940 Hrs	I Period
0940-1020 Hrs	II Period
1020-1100 Hrs	III Period
1100-1130 Hrs	Tea Break
1130-1210 Hrs	IV Period
1210-1250 Hrs	V Period
1250-1330 Hrs	VI Period
1330-1500 Hrs	Lunch Break
1500-1540 Hrs	VII Period
1540-1620 Hrs	VIII Period
1620-1640 Hrs	Tea Break
1640-1720 Hrs	IX Period
1730-1830 Hrs	Games

Note: Training schedule given above is suggestive and it is liable to vary as per climatic situation.

4. BLOCK SYLLABUS:

Module	Subject	Lecture	Demo	Practical	Total
A	Medical First Responder, Dead Body and Carcass Management	74	14	74	162
B	Collapsed Structure Search & Rescue and Fire Fighting	48	114		162
C	Flood Rescue & Motorized Boat Handling	08	10	36	54
D	Equipment Maintenance & Rope Rescue	05	05	44	54
E	Miscellaneous	19	08	00	27
	Total	154	151	154	459

Note: Demo will be carried out by instructors, trainees and through video CD etc.

5. DISASTER MANAGEMENT COURSES / TRAINING:

Keeping in view the likely role and task which would be assigned to SDRF in various states in future, under mentioned courses having total duration of 08 weeks 3 days may be conducted by the NDRF:-

Sr.No.	Name of Module	Duration (in Weeks)
1	M F R	03
2	CSSR	03
3	Flood Rescue and Motorized Boat Handling	01
4	Eqpts Maintenance & Rope Rescue	01
5	Miscellaneous	03 days
Total Duration		08 Week 3 days

Module-'A'

Block Syllabus of Medical First Responder, dead body and Carcass Manangement Course for SDRF

(DURATION 03 WEEKS) ()

Total Number of Working Days = 6 Days x 3 Weeks = 18 Days

Number of Period Per Days = 09 Periods

Total Period for the Course = 18 x 9 = 162 Periods



Block Syllabus

Sr. No.	Subject	Lecture	Demo	Practical	Total
i.	Registration, Opening and MFR course Module Introduction Ceremony & Registration	02	-	-	02
ii.	EMS & MFR	02	-	-	02
iii.	Infectious disease	02	-	-	02
iv.	The Incident	02	-	-	02
v.	Anatomical Reference	03	-	-	03
vi.	I-Unit test	01	-	-	01
vii.	Patient Assessment	03	02	09	14
viii.	BLS & CPR	05	02	15	22
ix.	II-Unit test	01	-	-	01
x.	Oxygen Therapy	02	01	04	07
xi.	Hemorrhages & Shocks	02	-	-	02
xii.	Soft Tissue Injuries	02	02	05	09
xiii.	Musculoskeletal Injuries	02	02	05	09
xiv.	III-Unit test	01	-	-	01
xv.	Skull, Spinal & Chest Injuries	02	02	04	08
xvi.	1st Group Presentation	-	-	06	06
xvii.	Burn & Environmental Emergencies	02	-	-	02
xviii.	Poisoning	02	-	-	02
xix.	IV-Unit test	01	-	-	01
xx.	Medical Emergencies (I)	03	-	-	03
xxi.	Medical Emergencies (II)	01	-	-	01
xxii.	Medical Emergencies (III)	03	-	-	03
xxiii.	V-Unit test	01	-	-	01
xxiv.	Child Birth Emergencies	03	01	05	09
xxv.	Lifting & Moving Patient	01	02	04	07
xxvi.	Report Writing or preparation for next level	02	-	-	02
xxvii.	Multiple Casualty Incident and Triage	02	-	02	04
xxviii.	VI-Unit test	01	-	-	01

PART-II (Dead Body and Carcass Management)

xxix.	2nd Group Presentation	-	-	06	06
xxx.	Psycho-social, Legal Aspects and Body Recovery	03	-	-	03
xxxi.	Handling of dead bodies cultural	02	-	-	02
xxxii.	Information management	01	-	-	01
xxxiii.	Introduction, anatomy & physiology of animal	02	-	-	02
xxxiv.	Animal rescue care and carcass disposal in emergencies	03	-	-	03
xxxv.	First Aid	03	-	-	03
xxxvi.	VII-Unit test	01	-	-	01
xxxvii.	Course Review & Feedback	02	-	-	02
xxviii.	Final Practical Evaluation	-	-	09	09
xxxix.	Mentoring	03	-	-	03
Total		74	14	74	162

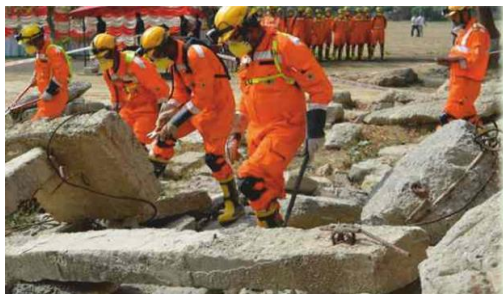
Block Syllabus of Collapsed Structure Search & Rescue Course for SDRF

(DURATION 03 WEEKS)

Total Number of Working Days = 6 Days x 3 Weeks = 18

Days Number of Period Per Days = 09 Periods

Total Period for the Course = 18 x 9 = 162 Periods



Module-‘B’

Sr. No.	Subject	Lecture	Demo/ Practical	Total
i.	Introduction of CSSR	01	0	01
ii.	Organizing and starting CSSR Ops	03	0	03
iii.	SOP	02	0	02
iv.	Structural materials & Damage type	03	0	03
v.	INSARAG Methodology, Structural triage INSARAG marking	03	02	05
vi.	UNIT TEST-I	01	0	01
vii.	Operational safety	02	0	02
viii.	Search & Location techniques	02	07	09
ix.	Tools equipment & accessories	02	34	36
x.	Rescue strategies and techniques	02	09	11
xi.	Shoring method	02	09	11
xii.	Lifting & Stabilizing	02	09	11
xiii.	Collapsed Structure Injuries and its Pre hospital treatment	02	02	04
xiv.	Fire fighting	03	08	11
xv.	Train accident and evacuation drill	02	07	09
xvi.	II -Unit test	01	0	01
xvii.	Case study on CSSR Ops	12	0	12
xviii.	Final practical Test	0	09	09
xix.	24 hours Final Practical Exercise	0	14	14
xx.	Cleaning and maintenance of TEA	0	04	04
xxi.	Mentoring	03	0	03
xxii.	Total	8	114	162

Module-‘C’

BLOCK SYLLABUS OF FLOOD RESCUE AND MOTORIZED BOAT HANDLING COURSE FOR SDRF

(DURATION 01 WEEK)

Total Number of Working Days	=	6 Days x 1 Week = 06 Days
Number of Period Per Days	=	09 Periods
Total Period for the Course	=	6 x 9 = 54 Periods
Total Period for Flood Rescue	=	29 Periods
Total Period for Motorized Boat Handling	=	25 Periods



PART 1- FLOOD RESCUE

Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Test and Basic Ex. in Water	-	-	02	02
2.	Swimming Techniques	-	01	02	03
3.	Long Distance Swimming Practice	-	-	04	04
4.	Loops, Band and Knots for Crossing River with Rope	-	01	01	02
5.	Rescue Techniques	-	01	03	04
6.	Types of Lifts	-	01	02	03
7.	Items in a First Aid Kits and Handling of Snake	01	-	01	02
8.	Lifting of Dummy Under Water and River Crossing	-	01	01	02
9.	Single Search and Line Search & Rescue Principles	-	01	01	02
10.	Use of various flood equipment and Rescue during the floods	01	-	01	02
11.	Rescue by Improvised Rafts	-	01	01	02
12.	Survival in Different Types of Water	-	-	01	01
	Total	02	07	20	29

PART 2- MOTORIZED BOAT HANDLING

Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Introduction of OBM & Various Type of Boats	01	-	-	01
2.	Introduction of Various Boats and Operating System of OBMs	01	-	-	01

3.	Preparation of Boat, Mounting and Dismounting of OBM	01	01	01	03
4.	Introduction of Other Items Required to be Carried on OBM During Operation	01	-	-	01
5.	Starting, Handling and Stopping of OBM	-	01	01	02
6.	Precaution During Handling of OBM	01	-	-	01
7.	Fuel Capacity, Re-Filling and Consumption	01	-	-	01
8.	Handling of OBM along Stream and Against the Stream	-	-	02	02
9.	Installing an Inflatable Boat and Packing	-	01	01	02
10.	Precaution During Packing and Transportation of OBM Engine	-	-	01	01
Sr. No.	Subject	Lecture	Demo	Practical	Total
11.	Operating OBM in Forward and Reverse Gear & Operating OBM in Deep and Shallow Water	-	-	01	01
12.	Precaution During Operation in Shallow Water and Use of Chappu (Oars)	-	-	01	01
13.	Refilling During Operation and Long Drive	-	-	01	01
14.	Maintenance of OBM & Storage of Boat & OBM After Operation	-	-	01	01
15.	Final Test of Swimming & Boat Handling	-	-	06	06
	Total	06	03	16	25

Module-'D'

Block Syllabus of Equipment Maintenance & Rope Rescue for SDRF

(DURATION 01 Week)

Total Number of Working Days	=	06 Days
Number of Period Per Days	=	09 Periods
Total Period for the Course	=	6x 9 = 54 Periods
Total Periods for Eqpts Maintenance	=	21 Periods
Total Periods for High Rise Rescue	=	33 Periods



Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Slithering	-	-	04	04
2.	Introduction of Mountaineering & Equipment, Rope & Coiling	01	01	-	02
3.	Rope Knots & Hitches	-	01	03	04
4.	Rock Climbing, Hold & Belaying	-	-	04	04
5.	Anchor Base Preparation	-	-	02	02
6.	Ascender Climbing & Knots Climbing	-	-	04	04
7.	Rappelling & Piggy Back Rescue	-	01	03	04
8.	Tyrolean Travers e & Stretcher Lowering	-	01	02	03
9.	"C" Pulley & "Z" System	-	-	02	02
10.	Rope Ladder & Rope Stretcher Making	-	01	03	04
11.	Intro to Tools, Equipments, Accessories & Log Book	01	-	-	01
12.	General Steps for Use and Maintenance of any Tool or Eqpts, Tips for Use of Eqpts and Personal Protective Eqpts for CSSR Operation	01	-	-	01
13.	Handling and Maintenance of Generator & Inflatable Lighting Tower and Hydraulic Cutter Spreader, RAM Set & Air Lifting Bag	-	-	04	04
14.	Handling & Maintenance of Life Detector, VLS, Handling of Smoke Ventilator, High Pressure Pump & Floating Pump	01	-	03	04
15.	Handling of Various Kinds of Saws, Handling of Various Types of Drilling Machines & Handling of Gas Cutter	01	-	04	05
16.	Final Test of Equipment Maintenance & Rope Rescue	-	-	06	06
	Total	05	05	44	54

*Note: Periods marked with * may be conducted during PT Time.*

Miscellaneous for SDRF

(DURATION 03 DAYS)

Total Number of Working Days = 03 Days

Number of Period Per Days = 09 Periods

Total Periods for the Course = 27 Periods

Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Introduction to Disaster Response agencies and their roles in disaster	04	-	-	04
2.	Disaster Management in General	04	-	-	04
3.	Brief of DM Act, Policy and Plan	02			02
4.	Concept of Mock Exercise, SSP, CAP/CBP and FAMEx	03	02	04	09
5.	Concept of Control room and Activation & Mobilization of team	02	02	-	04
6.	Psychosocial issues related to disasters	02	-	-	02
7.	Overview of Incident Response System	02	-	-	02
	Total	19	04	04	27

Note:- Practical Stations : Considering time constraint, practical stations should be 05 (08 trainees in each practical station i.e. $08 \times 5 = 40$) for 40 trainees during the training so that sufficient time can be provided to the trainees for practice.

Basic CBRN Courser for SDRF

(DURATION 04 Week)

Total Number of Working Days = 24 Days

Number of Period Per Days = 09 Periods

Total Period for the Course = $24 \times 9 = 216$ Periods



Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Introduction to Course, Definition, Terminology & Overview of WMD	04	-	-	04
2.	Mentoring	04	-	-	04
PART-I					
3.	Radiological & Nuclear Emergency	41	11	42	94
PART-II					
4.	Biological Emergency	15	01	14	30
PART-III					
5	Chemical Emergency	24	06	54	84
Total		88	18	110	216

02 Days DM Training for GOs

(DURATION 02 Days)

Total Number of Working Days = 2 Days
 Number of Period Per Days = 10 Periods
 Total Period for the Course = 2x 10 = 20 Periods

Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Disaster governance in general	01	-	-	01
2.	Disaster Management framework in India	01	-	-	01
3.	Role & Tasks of Police & civilian employees during disasters – Action as First Responder	01	-	-	01
4.	Overview of Incident Response system (IRS) and Emergency Operations Management Center (EOC) in India	01	-	-	01
5.	Community Based Disaster Management (CBDM) – Conduct of Familiarization Exercises (FAMEx), Community Awareness Programmes (CAPs) and School Safety Programs (SSP)	01	-	-	01
6.	Emerging Technologies in Disaster Management	02	01	-	03
7.	Management of Trauma & Medical Emergencies during Disasters	01	01	01	03
8.	Overview of CBRN Emergencies	02	01	-	03
9.	DOs and DONTs for various disaster-related emergencies	02	-	-	02
10.	Effective coordination framework with NDRF & other Stakeholders	01	-	-	01
11.	Case study on State/District /City specific disaster response, Preparation for worst-case scenario	01	-	-	01
12.	Tabletop exercise (TTX)/ Scenario based mock exercise on disaster response	01	-	01	02
Total		15	03	02	20

02 Days DM Training for NGOs

(DURATION 02 Days)

Total Number of Working Days = 2 Days
 Number of Period Per Days = 10 Periods
 Total Period for the Course = 2x10 = 20 Periods

Sr. No.	Subject	Lecture	Demo/ Practical	Total
1.	Introduction of Disaster Management & Role of First Responder	01	-	01
2.	Types of Disasters and Case Studies	01	-	01
3.	First Aid, BLS and Basic Survival Techniques	01	06	07
4.	Lifting, Moving & Improvised Stretcher	-	02	02
5.	Water Emergency- IFDs (Improvised Floating Devices)	-	01	01
6.	Fire Safety	01	01	02
7.	Overview of CBRN Emergencies	01	-	01
8.	DOs and Don'ts for various disaster-related emergencies	02	01	03
9.	Mock Drill	-	02	02
10.	Total	07	13	20

03 Days Borewell Rescue Course for SDRF

(DURATION 03 Days)

Total Number of Working Days = 03 Days
 Number of Period Per Days = 09 Periods
 Total Period for the Course = 03x09 = 27 Periods



Sr. No.	Subject	Lecture	Demo	Practical	Total
1.	Registration and opening address	02	00	00	02
2.	Introduction about borewell rescue and its need	02	00	00	02
3.	Legal aspects of borewell & Media management	01	00	00	01
4.	Operational requirement of borewell rescue	02	00	00	02
5.	Borewell rescue equipment	00	03	07	10

6.	Care of children in borewell	02	00	00	02
7.	Case study	04	00	00	04
8.	Closing address/valediction	04	00	00	04
9.	Total	17	03	07	27

6. TOTAL NUMBERS OF NDRF TRAINER REQUIRED FOR THE SDRF TRAINING:

SDRF trainees will be 40, under mentioned rank-wise trained instructors are suggested to be provided by NDRF:-

a. For MFR, CSSR, CBRN, Eqpts Maintenance and Flood Rescue & Motorized Boat Handling, Borwell Rescue Courses:-

1.	Inspector/SI	-	04
2.	HC	-	02
3.	Const	-	04
	Total		10

b. Rope Rescue Course

1.	Inspector/SI	-	02
2.	HC	-	01
3.	Const	-	06
	Total		09

7. EVALUATION METHOD:

Evaluation of trainees should be done in the following manner:

Sr. No	Name of Module	Written	Practical	Total
1.	MFR	175	150	325
2.	CSSR	50	200	250
3.	Flood Rescue and Motorized Boat Handling	25	100	125
4.	Eqpts Maintenance & Rope Rescue	50	100	150
5.	Miscellaneous	-	-	-

GRADING SYSTEM WILL BE AS FOLLOWS:

Written test	Grading	Practical	Grading
85% & above	A	85% & above	X
75% to 84.9%	B	75% to 84.9%	B
70% to 74.9%	C	70% to 74.9%	Z
Below 70%	Fail		Fail

- Note : i. The first two formal presentations will be video-taped for participant review. The group exercise usually is not.
- ii. A BOO should be detailed to conduct evaluation test. BOO shall be detailed by the respective Unit Commandant who is entrusted with the responsibility imparting training.

8. COURSE FACULTY DAILY MEETING AGENDA:

- a. Call meeting to order (Co-coordinator facilitates meeting).
- b. Review (Daily Class Evaluation - DCE) "End of Day" participant comments. Focus on needs to improve. Assign responsibility for any needed corrections.
- c. Review the Units presented during the day. What worked and needs improvement ?.
 - i. Instructor to carry out self-evaluation.
 - ii. Assistant Instructor, if used evaluates Unit.
 - iii. Critique, if assigned, evaluates Unit.
- d. Review Units to be presented the next day
 - i. Instructor to review preparations.
 - ii. Co-ordinator reviews logistics needs.
 - iii. Review any special actions such as presentation evaluation.
 - iv. Identify any problem that needs special attention and make assignments.
 - v. Adjourn meeting.



9. BASIC ARRANGEMENT FOR THE NDRF INSTRUCTORS:

Fooding & lodging for the NDRF instructors will be provided by the concern organization as per the norms for which payment will be made by the concern NDRF individual.

10. LEAVE:

No leave will be granted to the trainee during the training/course period except in extreme compassionate and emergent cases.

11. DOCUMENTS:

The trainees should carry following documents/certificates to attend the training/courses:-

- a. Sufficient Stationery/Books.
- b. Movement Order (if the training is conducted at NDRF location.)
- c. Identity Card.
- d. Medical Fitness Certificate.
- e. Uniform Articles including PT Kits.

12. DISCIPLINE:

All personnel detailed on various training/courses should maintain strict discipline while undergoing courses/training.

13. LIST OF EQPT TO BE SENT FROM NDRF UNIT:

While conducting training at SDRF location, following eqpt are suggested to be provided by NDRF Unit for the training purpose:-

Sr. No	Name of Equipment	Qty (In Nos)	Remarks
1.	Reciprocating Saw – PFZ 600	05	CSSR
2.	Circular Saw Hitachi – C8-13" Blade or Circular Saw Big	05	CSSR
3.	Hydraulic Jack 10 Ton	05	CSSR
4.	Chain Saw w/18 : Blade Electric Driven	05	CSSR
5.	Plier 8" Taparia	05	CSSR
6.	Bolt Cutter 14"	05	CSSR
7.	Bolt Cutter 30"	05	CSSR
8.	Chisel	10	CSSR
9.	Crow Bar 24"	20	CSSR
10.	Crow Bar 36"	20	CSSR
11.	Hand Saw	05	CSSR
12.	Tin Snip – Big 12	05	CSSR
13.	Emergency Light 30 mtrs Long	05	CSSR
14.	Claw Hammer	05	CSSR
15.	Sledge Hammer Small	10	CSSR
16.	Sledge Hammer	10	CSSR
17.	File	05	CSSR
18.	Pray Bar	20	CSSR
19.	Extension Cord Long	10	CSSR
20.	Safety Vest	10	CSSR
21.	Chain Saw Replaceable Blade for Wood	05	CSSR
22.	Knee Pad	40 Pair	CSSR
23.	Safety Goggles – UVEX Germany Ultrasonic	40	CSSR
24.	Heavy Duty Work Gloves	40 Pair	CSSR
25.	Carpenter Square	05	CSSR
26.	Back Board Strap	15	CSSR

27.	Back Board Long – Spine Board	05	CSSR
28.	Exhaust Fan 30 mm	05	CSSR
29.	Steel Pips	50	CSSR
30.	Chipping Hammer Hitachi	05	CSSR

Sr. No.	Name of Equipment	Qty (In Nos)	Remarks
31.	Rotary Rescue Saw Petrol Driven	05	CSSR
32.	Angle Cutter – Electric Partner	05	CSSR
33.	Diamond Tip Blade for above Angle Cutter	05	CSSR
34.	Electric Drill Bit Set – Red Box 11x6"x1/2" 213mm	05 Set	CSSR
35.	Rotary Hammer Drill Hitachi DH 24 PB2	05	CSSR
36.	Circular Saw Carbide Tip Blade	05	CSSR
37.	Drill Bosch GBM 10	05	CSSR
38.	Rotary Drill Bit – 200 mm Dia 12" Long SDS Type	05	CSSR
39.	Rotary Rescue Saw for Concrete Diamond Tip 12" Original	05	CSSR
40.	Chipping Hammer Bits Flat	05	CSSR
41.	Chipping Hammer Bits Pointed	05	CSSR
42.	Circular Saw for Metal Cutting (Diamond Type)	05	CSSR
43.	Rotary Rescue Saw Blade for Wood	10	CSSR
44.	Safety Helmet	40	Can be provided by SDRF
45.	Safety Goggles Full Eye Cover	40	
46.	Generator Set (2.4 KVA)	05	
47.	Mega Phone	05	CSSR
48.	Come Along	05	CSSR
49.	Portable Inflatable Emergency System with Generator	05	CSSR
50.	Safety Shoes Full Size	40 Pair	CSSR
51.	Face Mask (Universal Size)	80	CSSR
52.	Portable Drill Machine	05	CSSR
53.	Tape Measuring (50 mtr)	05	CSSR
54.	Drill Machine Bit for Concrete	05	CSSR
55.	RAM Set	05	CSSR
56.	Gas Cutting Eqpts	05	CSSR

57.	Air Lifting Bag	05	CSSR
58.	Ear Plug	40	CSSR
59.	Dust Mask	80	CSSR

Sr. No.	Name of Equipment	Qty (In Nos)	Remarks
60.	Reciprocating Saw Blade for Wood	05	CSSR
61.	Reciprocating Saw Blade for Metal	20	CSSR
62.	Composite Blade / Abrasive Blade for Metal & Concrete	10 Each	CSSR
63.	MFR Kit Bag	05	MFR
64.	Adult & Infant Mannequin	10 Each	MFR
65.	MFR PPE	80	MFR
66.	Child Birth Mannequin	10	MFR
67.	Splints (all Types)	10 Set	MFR
68.	Oxygen Cylinders with Accessories	05	MFR
69.	Non Re-breather Mask & Nasal Canella	05 Each	MFR
70.	Bag Valve Mask (Adult & Infant)	05	MFR
71.	Safety Cones & Scene Tape	20	MFR
72.	CBRN PPE	40	CBRN
73.	Detection Eqpts like- Teletector, G M Survey Meter, Portable Alfa Monitor (Alsin), Direct Reading Dosimeter etc.	05 Each	CBRN

14. EXPENDITURE DETAILS OF CBRN (MODULE-'A') FOR SDRF (04 WEEKS)

➤ Stationary Items

Sr. No.	Nomenclature	Qty	Appx Rate(in rupees)	Amount (in rupees)	Remarks
1.	A4 Size paper	02 Rims	300.00	600	To be purchased from the Training Expense (T.E.) budget head
2.	Board Marker	12 Nos	25.00	300	
3.	Pencil	01 Pkts	50.00	50	
4.	Scale (steel)	01 Nos	45.00	45	
5.	Sketch pen	02 Pkts	50.00	100	
6.	Flip chart sheets	50 Nos.	15.00	750	
7.	Xerox Tonner Refill	01 Nos.	500.00	500	To be recouped from DM store under appropriate budget head
8.	Plastic folder	10 Nos.	10.00	100	
9.	Register (50 pages)	04 Nos.	60.00	240	
10.	Cello Tape medium	01 Nos.	20	20	
11.	Cello Tape (Coloured)-04 colours	04 (01 Nos. each) colour	10	40	
12.	File Cover	05 Nos.	15	75	
13.	Oil Pins	01 Box	50	50	
14.	Information folder	01 Nos	150	150	
15.	Sticky Notes Flags (Page Marker)	01	100	100	
16.	Certificate + Folder	25	150	3750	
17.	Pen pilot Luxor (Red, Black & Blue)	03 Nos	-	-	
18.	Sharpener	04 Nos	-	-	
19.	Eraser	04 Nos	-	-	

20.	Glue stick	02 Nos	-	-	as per requirement.
21.	Highlighter	02 Nos	-	-	
22.	Stapler (large)	01 Nos	-	-	
23.	Stapler (Medium)	01 Nos	-	-	
24.	Stapler pin large	02 Pkts	-	-	
25.	Stapler pin medium	04 Pkts	-	-	
26.	Clip board	02 Nos.	-	-	
Total Amount (In Rupees)				6870/-	

➤ EXPENDABLE CBRN ITEMS

S/NO	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1.	PDK-I	30 Nos	-	-	To be recouped from DM store under appropriate budget head as per requirement.
2.	PDK-II	30 Nos.	-	-	
3	TCDP	3 Nos	-	-	
4.	RVDK	01 Nos.	-	-	To be recouped from DM store under appropriate budget head as per requirement.
5.	WPKD	01 Nos.	-	-	
6.	Chunna (Lime Powder)	20 Kgs	20	400	To be purchased from the Training Expense (T.E.) budget head
7.	AA Batteries	20 Nos	15.00	300	
8.	Poly bag	30 Nos	10.00	300	
9.	Poly sheet Roll (width-3')	50 mtrs	15	750	
10.	Bleaching powder	02 Kg	85.00	170	

11.	Inner gloves (cotton)	30 Pair	50.00	1500	
G/Total				3420/-	

➤ OTHER EXPENDABLE ITEMS

S.No	Nomenclature	Qty	Appx Rate (in rupees)	Amount	Remarks
01	Scene Tape (100 mtr roll)	3	-	-	To be recouped from DM store under appropriate budget head as per requirement.
02	Fluorescent Vest	25	-	-	
Total				Nil	

➤ TOTAL EXPENDITURE ITEMS FOR CBRN MODULE

S.No.	Particular	Total charges (in Rupees)
1	Stationary Items	6870/-
2	CBRN Items	3420/-
3.	Contingency	2000/-
Total		12290

Estimated Expenditure for a batch of 25 trainees - ₹ 12290/-

Estimated Cost per trainee - ₹ 491.6/- (Round off ₹ 492/-)

➤ BOREWELL RESCUE FOR SDRF (03 DAYS)

Stationary Items

S.No	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1.	A4 Size paper	01 Rim	300.00	300	To be purchased from the Training Expense (T.E.) budget head
2.	Register (200 pages)	02 Nos.	200.00	400	
3.	Board Marker	03 Nos	25.00	75	
4.	Pencil	01 Pkts	50.00	50	
5.	Stick Folder	03 Nos	20.00	60	
6.	File	03 Nos	20.00	60	
7.	Certificate + Folder	25 Nos.	150.00	3750	
8.	Sketch pen	01 Pkt	50	50	
9.	Highlighter	01 Nos	20	20	
10.	Ball Pen (Blue & Red)	10 Nos (05 each)	-	-	To be recouped from DM Stores under appropriate budget head as per requirement
11.	Sharpener	02 Nos	-	-	
12.	Eraser	02 Nos	-	-	
13.	Scale (Steel)	01 Nos.	-	-	
14.	Stapler	01 Nos.	-	-	
15.	Stapler Pins	01 Pkt	-	-	
Total				4765/-	

➤ POL FOR BOREWELL COURES

S.No.	Nomenclature	Qty	Rate (in rupees)	Amount	Remarks
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01	Petrol	10 Ltrs	100	1000	To be purchased from the Training Expense (T.E.) budget head
Total				1000/-	

➤ OTHER ITEMS:-

S.No	Nomenclature	Qty	Appx Rate (in rupees)	Amount	Remarks
1	Scene Tape (100 mtr roll)	3	-	-	To be recouped from DM Stores under appropriate budget head as per requirement
2	Fluorescent Vest	25	-	-	
3	Working Gloves	10 Pairs	-	-	
Total				Nil	

➤ TOTAL EXPENDITURE ITEMS OF BOREWELL COURES

S.No.	Particular	Total charges (in Rupees)
1	Stationary Items	4765/-
2	POL	1000/-
3	Contingency	2000
Total		7765/-

Estimated Expenditure for a batch of 25 trainees - ₹ 7765/-
 Estimated Cost per trainee - ₹ 310.6/-(approx.. Rs 311)

15. BASIC DM TRAINING FOR SDRF (08 WEEKS & 03 DAYS)

S.No	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1.	A4 Size paper	03 RIMS	300.00	900	To be purchased from the Training Expense (T.E.) budget head
2.	Board Marker	10 Nos	25.00	250	
3.	Pencil	01 Pkts	50.00	50	
4.	Flip chart sheets	75 Nos.	15.00	1125	
5.	Xerox Tonner Refil	01 Nos.	500.00	500	
6.	Plastic folder	10 Nos.	10.00	100	
7.	Register (100 pages)	01 Nos.	80.00	80	
8.	Register (50 pages)	04 Nos.	60.00	240	
9.	Cello Tape medium	01 Nos.	20.00	20	
10.	Cello Tape (Coloured)-04 colours	04 (01 Nos. each)	10.00	40	
11.	File Cover	05 Nos.	15.00	75	
12.	Oil Pins	01 Box	50.00	50	
13.	Information folder	01 Nos	150.00	150	
14.	Sticky Notes Flags (Page Marker)	01	100.00	100	
15.	Certificate+ Folder	25 Nos.	150.00	3750	
16.	MFR Participant Book	25 Nos	650	16250	
17.	CSSR Participant	25 Nos	450	11250	
18.	Highlighter	02 Nos	20	20	
19.	Pen pilot Luxor (Red, Black & Blue)	03 Nos	-	-	To be recouped from DM Stores under appropriate budget head as
20.	Sharpener	04 Nos	-	-	

21.	Eraser	04 Nos	-	-	per requirement.
22.	Glue stick	02 Nos	-	-	
23.	Scale (steel)	01 Nos	-	-	
24.	Stapler (large)	01 Nos	-	-	
25.	Stapler (Medium)	01 Nos	-	-	
26.	Stapler pin large	02 Pkts	-	-	
27.	Stapler pin medium	04 Pkts	-	-	
28.					
29.	Sketch pen	02 Pkts	-	-	
30.	Clip board	02 Nos.	-	-	
Total Amount (In Rupees)				34,950/-	

➤ EXPENDABLE MFR ITEMS

S.No.	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1	Latex gloves	120 Pairs	30	3600	To be purchased from the Training Expense (T.E.) budget head
2	Face Shield (Barrier device for	30 Nos	10	300	
3	CPR)				
4	Face mask	150 Nos.	6	900	
5	Paper Cup disposable	20 Nos.	3	60	
6	Bandage elastic 6"	06 Pcs	-	-	To be
7	Bandage elastic 3"	06 Nos	-	-	
8	Adhesive Tape dermical cloth 1"	06 Nos	-	-	
9	Adhesive Tape	06 Nos	-	-	

	dermical cloth 2"				recouped from DM Stores under appropriate budget head as per requirement.
10	Abdominal (Bulky) dressing	06 Nos.	-	-	
11	Jellonet paraffin dressing	01 Pkt	-	-	
12	Multi trauma dressing	06 Nos.	-	-	
13	Sponge sterilize dressing 4"X4"	100 Nos.	-	-	
14	Triangular bandage	60 Nos.	-	-	
15	Roller bandage 6"	30 Nos.	-	-	
16	Roller bandage 3"	30 Nos.	-	-	
17	Triage ribbon	4 Rolls	-	-	
18	(red, green, black & yellow)	(01 each)			
19	Unsterile gauze (4"X5")	20 Nos.	-	-	
20	Obstetrical Kit disposable	03 Nos.	-	-	
21	Towel	03 Nos.	-	-	
22	White bed sheet	03 Nos.	-	-	
23	Goggle for eye protection	30 Pairs	-	-	
24	Dead Body Cover	03 Nos.	-	-	
25	Batteries AA Size	18 Nos.	-	-	
26	Oxygen cylinders Refilling	01 Nos.	550.00	550	To be purchased from the Training Expense (T.E.) budget head
27	Band Aid	01 packet	200.00	200	
Total Amount (In Rupees)				5610/-	

➤ EXPENDABLE CSSR & FIRING FIGHTING ITEMS

S.No.	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1.	Dust mask	30 Nos	50	1500	To be purchased from the Training Expense (T.E.) budget head
2.	Ear plug	30 Nos	13	390	
3.	Spray paint florescent	02 Nos	300	600	
4.	2.5" Peni nails	2 KG	120	240	
5.	4" Peni nails	2 KG	130	260	
6.	Cement	10 Bag	400	4000	
7.	10 to 20 mm (Mix)	100 KG	70	7000	
8.	8mm Steel bar (sariya)	60 KG	70	4200	
9.	Binding wire	3 KG	80	240	
10.	Crushed stone aggregate 20 mm	60 Cu.Ft.	65	3900	
11.	Crushed stone aggregate 10 mm	70 Cu.Ft.	50	3500	
12.	Coarse sand	90 Cu.Ft.	40	3600	
13.	Brick	600 Nos	10	6000	
14.	Plywood 13 mm thick (4'x4')	04 Nos	960	3840	
15.	Metal Sheet 6 mm (4'x4')	04 Nos	4000	16000	
16.	wooden plank (5m x100mm x 100mm)	04 Pieces	-	-	To be recouped from DM Stores under appropriate budget head as per requirement.
17.	wooden plank (3m x100mm x 100mm)	10 Pieces	-	-	
18.	wooden plank (3m x150mm x 150mm)	10 pieces	-	-	
19.	Battery AA	50 Nos.	-	-	
20.	Safety goggle	30 Nos			
21.	Abrasive Blade (RR Saw Electric)	02 Nos.	-	-	
22.	Diamond Blade (RR Saw Electric)	02 Nos.	-	-	
23.	Carbide Tip Blade (RR Saw Electric)	01 Nos.	-	-	
24.	Abrasive Blade (RR Saw Gasoline)	02 Nos.	-	-	

25.	Diamond Blade (RR Saw Gasoline)	02 Nos.	-	-	To be purchased from the Training Expense (T.E.) budget head
26.	Carbide Tip Blade (RR Saw Gasoline)	01 Nos.	-	-	
27.	Carbide Tip Chain (wooden Chainsaw)	01 nos.	-	-	
28.	Refilling of fire extinguisher (Type ABC 5 kg, DCP 5kg & CO2 4.5 kg)	03 (01 each type)	ABC	600/-	
			DCP	600/-	
			CO2	850/-	
29.	Aqueous fill foaming foam	04 Pack (1/2 ltr)	50/ltr	100	
Total Amount (In Rupees)				57,420/-	

➤ EXPENDABLE CBRN ITEMS

S/NO	Nomenclature	Qty	Appx Rate (in rupees)	Amount (in rupees)	Remarks
1.	PDK-I	30 Nos	-	-	To be recouped from DM Stores under appropriate budget head as per requirement.
2.	PDK-II	30 Nos.	-	-	
3.	TCDP	03 Nos.	-	-	
4.	RVDK	01 Nos.	-	-	
5.	WPDK	01 Nos.	-	-	
6.	AA Batteries	50 Nos	-	-	
7.	Poly bag	30 Nos	10.00	300	To be purchased from the Training Expense (T.E.) budget head
8.	Poly sheet Roll (width-3')	50 mtrs	15	750	
9.	Bleaching powder	02 Kg	85.00	170	
10.	Inner gloves (cotton)	30 Pair	50.00	1500	
G/Total				2720/-	

➤ POL

S.No.	Nomenclature	Qty	Rate (in rupees)	Amount	Remarks
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01	Petrol	50 Ltrs	100	5000	To be purchased from the Training Expense (T.E.) budget head
02	M OIL	01 Ltrs	550	550	
03	2T OIL	01 Ltrs	550	550	
Total				6100/-	

➤ OTHER EXPENDABLE ITEMS

S.No	Nomenclature	Qty	Appx Rate (in rupees)	Amount	Remarks
1	Scene Tape (100 mtr roll)	6	-	Nil	To be recouped from DM Stores under appropriate budget head as per requirement.
2.	Chuna	20 kg	-		
3.	Fluorescent Vest	25	-		

➤ SUMMARY OF TOTAL EXPENDITURE FOR ALL MODULE

S.No.	Particular	Total charges (in Rupees)
1	Stationary Items	34950/-
2	MFR & Fire Fighting Items	5610/-
3	CSSR & Fire Fighting Items	57420/-
4	CBRN Items	2720/-
5	POL	6100/-
6.	Contingency	3000/-
Total		1,09,800/-

Estimated Expenditure for a batch of 25 trainees - ₹ 1,09,800/-
 Estimated Cost per trainee - ₹ 4392/-

*Note: (a) Cost calculated as per the current prevailing market rate.
 (b) If the training is conducted at SDRF location, tentative training cost may vary. Transportation charge for transporting various Disaster Management Equipments from NDRF Unit location to concern SDRF location and travelling allowance for*

NDRF instructors will be included.

- (c) *Transportation charge of DM eqpts can be calculated based on the place of the training & from where the eqpts will be transported and also considering mode of carrying eqpts either from rail or road.*

DAILY ATTENDANCE SHEET

S/No.	Participant Name	Day 1	Day 2	Day 3	Day 4	Day 5
01						
02						
03						
04						
05						
06						
07						
08						
09						

EQUIPMENT / MATERIALS CHECKLISTS

Sr. No.	Items	Quantity	Source
1.	Equipment Required Multimedia Projectors with all accessories	01	
2.	Flip Chart Easel Stands	04	
3.	Photocopier	01	
4.	Computer with Printer	01	
5.	Multiplug Outlets	04	
6.	Extension Cords and Adaptors	04	
7.	Podium	01	
8.	Remote Microphone W/Speakers	01	
9.	Camcorders W/tripods (8 mm or VHS)	04	
10.	Video Player	01	
11.	Tool Kit	01	
12.	Transformers/Adaptors	01	
13.	Stapler with Extra Staples	01	
14.	3 Hole Punch	01	
15.	Ruler .5 to 1.0 Meter	01	
16.	Laser Pointer	01	
17.	Marker (Red, Blue & Green) Pen	05 each	
18.	White Board	01	

MFR COURSE EVALUATION SCHEDULE

Lesson	Lesson Post-Test Not Scored	Practical Exercises Successful Performance Required	Written Unit Tests Passing Score Required
1.	Course Introduction		
2.	EMS and the MFR		
3.	Infectious Disease and Precautions		
4.	The Incident		
5.	Anatomical References		
6.	Patient Assessment	Patient Assessment and Taking Vital Signs	
7.	BLS and CPR	CPR and FBAO	
8.	Oxygen Therapy	Administering Oxygen, Mask, BVM and Airways	

Lesson	Lesson Post-Test Not Scored	Practical Exercises Successful Performance Required	Written Unit Tests Passing Score Required
9.	Hemorrhage and Shock		
10.	Soft-Tissue Injuries	Controlling Hemorrhage, Tourniquet, Treating and Bandaging	
11.	Musculoskeletal Injuries	Immobilization and Splinting	Unit Test-1
12.	Skull, Spinal and Chest Injuries	Treating Injuries, Using Cervical Collar	
13.	Burns and Environmental Emergencies		
First Group Presentation (Passing Score Required)			
14.	Poisoning		
15.	Cardiovascular Emergencies and Abdominal Distress		
16.	Respiratory Emergencies		
17.	Seizures, Diabetic Emergencies and CVA		
18.	Childbirth	Infant Delivery and Complications, Mother and Infant Assessments	
19.	Lifting and Moving Patients	Securing and Moving Patients on Spine Boards	
Group Exercise			
20.	Report Writing and Preparation for the Next Call		
21.	MCI/Triage	Triaging Patients using S.T.A.R.T	Unit Test-2
Second Group Presentation (Passing Score Required)			
22.	Course Review		Final Written Test
23.	Final Practical Evaluation - Three Stations Passing Score Required		
	MEDICAL	TRAUMA	CHILDBIRTH

TRIAGE EXERCISE

LIST OF INJURIES

VICTIMS	CONDITION	MENTAL STATUS	RESP.	PERF.	COLOR
1.	UNCONSCIOUS	U	12	<2	RED
2.	WRIST FRACTURE	C	16	<2	GREEN
3.	FBAO	U	4	<2	RED
4.	ANKLE FRACTURE	C	25	<2	YELLOW
5.	UNCONSCIOUS	U	20	<2	RED
6.	HIP FRACTURE	C	25	<2	YELLOW
7.	BLUNT TRAUMA, LIGHT	C	18	<2	GREEN
8.	HYSTERIA	C	28	<2	GREEN
9.	KNEE FRACTURE	C	18	RPP	YELLOW
10.	ANKLE FRACTURE	C	25	RPP	YELLOW
11.	DEAD	N/R	00	NRP	BLACK
12.	NO TRAUMA	C	20	<2	GREEN
13.	SCALP WOUND	C	32	NRP	RED
14.	SHARP CERVICAL PAIN	C	18	<2	YELLOW
15.	DEAD	N/R	00	NRP	BLACK
16.	CLOSED ABDOMINAL TRAUMA	C	22	RPP	YELLOW
17.	TRAUMA TO RIGHT THIGH	C	18	RPP	YELLOW
18.	CLOSED CHEST TRAUMA	C	32	>2	RED

U – UNCONSCIOUS

C – CONSCIOUS

NRP – NO RADIAL PULSE

RPP – RADIAL PULSE PRESENT

NR – NO RESPONSE

CSSR INSTRUCTORS’ WORKSHOP LESSON EVALUATION FOR PARTICIPANTS

Do not write your name on this form. Please complete a copy of this form at the end of every lesson.

You evaluations are very valuable toward improving the course. For ratings, please use a scale system from 1 to 5 as follows:

1	2	3	4	5
Very Poor	Poor	Average	Good	Excellent

Course Location..... Date.....

Please fill in the required information	Lesson Number	Lesson Name
	Instructor’s Name	
Use a scale from 1 to 5 as described above to rate the various lesson components	Lesson Rating (Rate 1 to 5) Content..... Instructor..... Method..... Workbook..... Interaction.....	
	Instruction Level (Mark with an “X”) Too basic..... Appropriate..... Too advanced.....	
Mark your selection with an “X”	Duration (Mark with an “X”) Too short..... Appropriate..... Too long.....	
	Usefulness Was this lesson useful to you? Yes..... No.....	
Rate from 1 to 5	Overall Less Rating Taking all the above into consideration. I rate this lesson	
If you need additional, space please use the back of the sheet.	Comments and Observations	
Thank you for your help. Your input is valuable. Please turn in this completed form to the instructor.		

FINAL PRACTICAL EVALUATION

DEMONSTRATION AND PRACTICE CHECKLIST

Group	Team Activity	Station:	
		Completed	Not Completed
1.	Squad organized CSSR functions among members at the start of the operation		
2.	Gathered information based on the initial description and image provided in Phase – I		
3.	Developed an action plan to conduct search, based on site sketch		
4.	Located the victim using the hailing method		
5.	Placed the appropriate make to indicate the presence of a potential live victim		
6.	Used the proper techniques to break and breach walls		
7.	Built window/door shoring properly inside the module		
8.	Correctly performed initial assessment of patient and immobilized him on backboard		
9.	Extricated the patient, using the techniques for lifting and stabilizing loads		
10.	Called out all required safety rules while carrying out their tasks		
11.	Work was conducted as a team, with a good distribution of tasks		

**Activities in bold type require satisfactory performance for a passing grade on this evaluation*

Observations :		
Pass	Instructor :	
Fail	Course Location :	Date :
	Instructor Signature	

FINAL PRACTICAL EVALUATION

STATION 1 : TRAUMA

SCORE FORM

Participant's Name..... Date :

Initial Assessment	Points	Completed
Secure the scene.....	3.....	☐
Personal protection (Universal precautions).....	3.....	☐
State of consciousness (ask and shake).....	3.....	☐
Airway-maintain open airway considering condition of neck.....	5.....	☐
Breathing-evaluate respirations (look, listen, feel).....	5.....	☐
Circulation.....Check carotid pulse.....	5.....	☐
Control Critical bleeding.....	5.....	☐
Apply cervical collar (proper size and placement).....	5.....	☐
Administer Oxygen.....	5.....	☐
Identify need for immediate transport on perform physical exam. 3.....		☐

Physical Exam	Points	Completed
Interview..... Patient.....	2.....	☐
Witnesses.....	2.....	☐
Vital Signs..... RPM.....	2.....	☐
PPM.....	2.....	☐
BP.....	2.....	☐
Skin temperature.....	2.....	☐
Vital Signs..... Inspect and palpate head and ears.....	2.....	☐
Assess eyes.....	2.....	☐
Assess mouth and nose.....	2.....	☐

STATION- 1 :- TRAUMA

SCORE FORM (CONT'D)

Participant's Name..... Date :

Neck..... Assess/palpate..... 2..... ☐
(Can be done before immobilizing)

Thorax..... Assess/palpate..... 2..... ☐

Abdomen..... Assess/palpate..... 2..... ☐

Pelvis..... Assess/palpate..... 2..... ☐

Lower extremities..... Assess/palpate..... 2..... ☐

Distal pulse..... 2..... ☐

Sensation/motor function..... 2..... ☐

Upper extremities..... Assess/palpate..... 2..... ☐

Distal pulse..... 2..... ☐

Sensation/motor function..... 2..... ☐

Rotation..... Observe/palpate dorsal region..... 2..... ☐

Pre-Hospital Treatment

Fractures..... Correct immobilization device..... 5..... ☐

Correct application..... 5..... ☐

Correct position..... 2..... ☐

Shock..... Maintain body heat..... 2..... ☐

Emotional Support..... 3..... ☐

Indicate when ready to transport patient..... 3..... ☐

Total Points Possible : 100

Minimum Passing Score : 80 points

Score.....

FINAL PRACTICAL EVALUATION

STATION 2 : MEDICAL

SCORE FORM

Participant's Name..... Date :

	Points	Completed
Secure the scene.....	4.....	☐
Personal protection.....Universal precautions.....	4.....	☐
State of consciousness (shake and call).....	3.....	☐
Initial assessment..... Patient airway.....	5.....	☐
Breathing.....	5.....	☐
Circulation.....	5.....	☐
Condition.....	1.....	☐
Physical Exam.....	5.....	☐
Interview..... Patient.....	2.....	☐
Family.....	2.....	☐
Witnesse.....	2.....	☐
General impression..... (MFR's impression).....	4.....	☐
. Administer oxyge.....	3.....	☐
Explain Appropriate treatment to instructor.....	3.....	☐
Preparation for transport.....	1.....	☐
Indicate when ready to transport patient.....	1.....	☐

Total Points Possible : 50

Minimum Passing Score : 40 points

Score.....

Instructor's Name.....

Instructor's Signature

FINAL PRACTICAL EVALUATION

STATION 3 : CHILDBIRTH

SCORE FORM

Participant's Name Date :

Points Completed

Secure the scene.....	4.....	☐
Personal protection..... Universal precautions.....	4.....	☐
Initial Assessment..... State of consciousness.....	1.....	☐
Patient airway.....	5.....	☐
Breathing.....	5.....	☐
Circulation.....	5.....	☐
Condition.....	1.....	☐
Patient interview.....	3.....	☐
Childbirth..... Prepare patient area.....	1.....	☐
Prepare newborn area.....	1.....	☐
Patient position.....	1.....	☐
Hold/support newborn.....	5.....	☐
Initial assessment (Newborn).....	5.....	☐
Manage umbilical cord.....	5.....	☐
Manage placenta.....	1.....	☐
Preparation for transport.....	2.....	☐
Indicate when ready to transport patient.....	1.....	☐

Total Possible Points: 50

Minimum Passing Score : 40 points

Score.....

Instructor's Name.....

Instructor's Signature

EQUIPMENT PROFICIENCY EVALUATION FORM

Participant Name _____

Course Location _____ Date _____

Equipment Name > S=Satisfactory U=Unsatisfactory	Rotary Rescue Saw		Circular Saw		Chain Saw		Reciprocating Saw		Chipping Hammer		Ratcheted Puller		Generator		Rotary Hammer Drill		Angle Cutter	
Evaluation Criteria	S	U	S	U	S	U	S	U	S	U	S	U	S	U	S	U	S	U
Presented and described the equipment																		
Listed the safety precautions for use																		
Identified the steps for proper operation of the equipment																		
Described solutions to common problems that the facilitator poses																		
Fully describe basic maintenance for the equipment item																		
Correctly operated the equipment																		
Evaluator's Signature :																		

OBSERVATIONS:

Rotary Rescue Saw: _____

Circular Saw: _____

Chain Saw: _____

Reciprocating Saw: _____

Chipping Hammer: _____

Ratcheted Puller: _____

Generator: _____

Rotary Hammer Drill: _____

Angle Cutter: _____



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