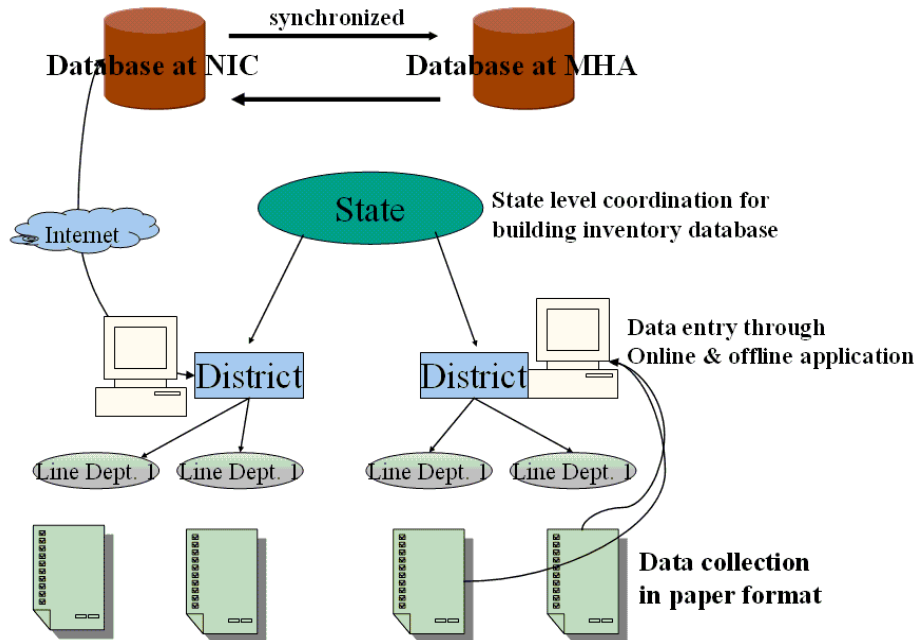


Instruction to fill up the IDRN data collection formats

1. The data flow for IDRN database is as depicted below:

Work Process



2. The data collection formats are intended to be filled up by the line dept/ agencies/ organizations and the whole exercise will be coordinated by the District Collector.
3. The format need to be sent to all line dept/ agencies from the district administration and need to be collected within a week. Then the data entry should be done at the district level under the district collector's authority.
4. The format is divided in to two parts '*Form1*' & '*Form2A, 2B & 2C*'.
5. *Form1* contains details of the line dept/ agency having the equipment and need to be filled up by the concerned line dept/ agency. It also contains a standardized set of equipments under it's corresponding Activity & Category with codes.
6. The equipments available with the department/ agency from the list first need to be identified.
7. *Form2A* contains the details of the **Equipments**(Equipments used in emergency response e.g. Cutters, excavators, fire tenders etc.).
8. *Form 2B* contains the details of **Skilled human resources**(*People with various skill sets & expertise in emergency operation*)
9. *Form 2C* contains the details of **Critical Supplies** (Consumable items which requires very frequent update e.g. Medicines)
10. The item code and name need to be carefully entered referring from *Form1*
11. Utmost care should be taken when entering the description of the item. The description should contain the capacity/ size or type of equipment. viz. for generator capacity in KV, weight or size, petrol/ diesel/ kerosene etc need to be mentioned.

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- 12.** If the item is physically located other than the department, then location need to be specified.
- 13.** In 'Availability time' column mention whether the item is available during particular months or available through out the year.
- 14.** If the item need to be mobilized to some other place what kind of transportation modality will be available need to be mentioned in the 'transportation mode' column.
- 15.** Whether skilled operators will be provided with the equipment or not need to mentioned in the 'Operator provided' column.
- 16.** Care should be taken to enter only inventory of functional equipments.
- 17.** For skilled human resources(Form 2B) 'Item code' & 'Item Name' should be interpreted as 'Skill code' & 'Skill Name'.
- 18.** If it is a team/ group , the composition of the team/group need to be mentioned.

This instruction sheet should accompany the data collection formats

Form-1

Department or Agency Details

(The Fields mark with (*) are mandatory)

*Dept. Name / Agency Name		
*Dept. Name / Agency Address		
*Contact Person Name		
*Contact Person Address		
*Telephone Number1		
Telephone Number2		
Telephone Number3		
Mobile/Pager Number		
Fax Number		
Email ID		
Source :	Govt <input type="checkbox"/>	PSUnit <input type="checkbox"/> Military <input type="checkbox"/>
Activity Name-Search and Rescue Category Name - Cutters		
Enter details of items under this category on form 2-A		
Item Code	Item Name	* Item present in the department/Agency (Yes/No)
101	Gas Cutters	
102	Cold Cutters	
103	Bolt cutters (Shears)	
104	Electric Drill	
105	Circular Saw with Diamond Blade(Electric)	
106	Chipping Hammer	
107	Chain Saw-Diamond	
108	Chain Saw-Bullet	
109	Pneumatic Chisel	
110	Cutters- Hydraulic	
111	Cutters-Battery	
Category Name – Spreaders		
Enter details of items under this category on form 2-A		
112	Spreaders-Hydraulic	
113	Spreaders-Battery	
Category Name - Lifting equipments		
Enter details of items under this category on form 2-A		
114	Air Lifting bags (Different capacity)/Tools	
115	Jack with 5 ton lift	
116	Iron shod levers, 10 ft. Long	

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Category Name - Light equipments (search and rescue)	
Enter details of items under this category on form 2-A	
117	Sledge hammer
118	Heavy Axe
119	Two handled cross cut-saw
120	Chain tackle
121	Single sheave snatch block
122	Smoke Blower and Exhauster
123	Set of rope tackle (3 sheave - 2 sheave)
124	Gloves-Rubber, Tested up to 25, 000 volt
125	Stretcher harness (set)
126	Scaffold poles for sheer legs
127	Jumping Cushions
128	Rescue Rams
129	Glass remover (Punch Mark)
130	Crescent/adjustable wrenches
131	Slotted Screwdrivers
132	Traps 4 X 4 meters
133	Blankets
134	Lifting tackle - 3 ton
135	Chains - 6 feet (3 ton lift)
136	Aspects Blanket
137	Soaking kit
Category Name - Lighting arrangements	
Enter details of items under this category on form 2-A	
138	Inflatable Light Tower
139	Light Mast
140	Search light
141	Electric Generator
Activity Name – Heavy Engineering	Category Name - Heavy engineering equipment
Enter details of items under this category on form 2-A	
142	Trucks - Aerial Lift
143	Bulldozers wheeled/chain
144	Dumper
145	Earth movers
146	Cranes - Heavy Duty, Fork type
147	Tipper - Heavy Duty
148	Recovery Vans Beam Type
149	Snow Beetters wheeled
Category Name - Skilled human resource	
Enter details of items under this category on form 2-B	
150	Search and Rescue Teams for Collapsed Structures
151	Search and Rescue Teams with canines
Activity Name - Flood Rescue	Category Name - Specialized flood/Rescue equipments
Enter details of items under this category on form 2-A	
152	Rescue back boards

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153	Diving suit	
154	Under water BA set	
155	Lifebuoy	
156	Life Jackets	
157	Basket Stretcher	
158	Pneumatic Rope Launcher	
Category Name - Rescue boats		
Enter details of items under this category on form 2-A		
159	Inflatable boat (12 persons)	
160	Fiber boat (12 persons)	
161	Motor Boats	
162	Motor Launch	
163	Country Boats	
Category Name - Skilled human resource		
Enter details of items under this category on form 2-B		
164	Divers Teams	
165	Search and Rescue Teams for Flood	
Activity – Fire Fighting Category Name - Protective equipments –specialized		
Enter details of items under this category on form 2-A		
166	Suit - fire entry	
167	Suit - fire proximity	
168	Suit - fire approach	
169	Suit – NBC	
170	Clothing - Chemical protective (A, B, C)	
Category Name - Breathing apparatus set		
Enter details of items under this category on form 2-A		
171	Breathing apparatus - self contained	
172	Breathing Apparatus – Compressor	
Category Name – Pumps		
Enter details of items under this category on form 2-A		
173	Pump - high pressure, portable	
174	Pump – floating	
Category Name – Ladder		
Enter details of items under this category on form 2-A		
175	Extension Ladder	
Category Name - Fire extinguishers		
Enter details of items under this category on form 2-A		
176	ABC Type	
177	CO2 Type	
178	Foam Type	
179	DCP Type	
180	Halons Type	
Category Name - Fire/rescue tenders		
Enter details of items under this category on form 2-A		
181	Fire Tender	
182	Foam Tender	
183	Rescue Tender	
184	Control Van	

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185	Hydraulic Platform	
186	Turn Table Ladder	
187	DCP Tender	
188	Hazmat Van	
189	B.A. Van	
Category Name - Critical supplies		
Enter details of items under this category on form 2-C		
190	Fire Fighting Foam	
191	Dry Chemical Powder	
192	Halons	
Category Name - Skilled human resource		
Enter details of items under this category on form 2-B		
193	Oil Installation - fire fighting team	
194	High Rise Buildings - fire fighting team	
195	Ports - fire fighting team	
196	Aviation - fire fighting team	
197	Mines - fire fighting team	
198	Thermal Power Plant - fire fighting team	
199	Nuclear Power Plant - fire fighting team	
Activity Name - Health services		Category Name – Equipments
Enter details of items under this category on form 2-A		
200	Spine boards	
201	Stretcher normal	
202	Stretcher medical evacuation	
203	Incubators for adults	
204	Incubators for children	
205	First aid kits	
206	CT scan	
207	MRI	
Category Name - Portable equipments		
Enter details of items under this category on form 2-A		
208	Portable oxygen cylinders	
209	Portable ventilators	
210	Portable x-rays	
211	Portable ultrasound	
212	Portable ECG	
213	Portable suction unit	
Category Name - Lifesaving equipments		
Enter details of items under this category on form 2-A		
214	Mechanical ventilators	
215	Defibrillator	
Category Name - Mobile units		
Enter details of items under this category on form 2-A		
216	Mobile OT unit	
217	Mobile blood bank	
218	Mobile lab service	
219	Mobile hospital	
220	Mobile medical van	

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		Category Name – Hygiene
Enter details of items under this category on form 2-A		
221	Water filter	
222	Water tank	
223	Reservoirs treatment tank	
		Category Name - Critical supplies
Enter details of items under this category on form 2-C		
224	Bronchodilators	
225	Vaccines	
226	Anti snake venom	
227	Chlorine tablets	
228	Halogen tablets	
		Category Name - Skilled human resource
Enter details of items under this category on form 2-B		
229	General physician	
230	Trauma specialist	
231	Surgeon	
232	Anesthetist	
233	Gynecologist	
234	Radiologist	
235	Paramedics	
236	Lab technicians	
237	OT assistants	
238	Medical first responders	
Activity Name - Shelters		Category Name – Tents
Enter details of items under this category on form 2-A		
239	Tent 80 Kgs	
240	Tent 40 Lbs	
241	Tent MK-III Private	
242	Tent Store	
243	Tent extendable 4 meters	
244	Tent extendable 2meters	
245	Tent Arctic	
		Category Name – Sheets
Enter details of items under this category on form 2-A		
246	Tarpaulin	
247	Plastic Sheet	
248	Polythene Sheet	
249	Corrugated Galvanized Iron sheet	
		Category Name - Pre-fab shelters
Enter details of items under this category on form 2-A		
250	Polypropylene Corrugated Unifold shelter	
251	FRP Shutter	
Activity Name – Transportation		Category Name - Light vehicles
Enter details of items under this category on form 2-A		
252	4 wheel drive vehicle	

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253	Matador	
Category Name - Medium vehicle		
Enter details of items under this category on form 2-A		
254	Truck	
255	RTV	
256	Mini Bus	
Category Name - Heavy vehicle		
Enter details of items under this category on form 2-A		
257	Bus	
258	Tractor	
259	Trailer	
260	Heavy Truck	
Category Name - Special vehicles		
Enter details of items under this category on form 2-A		
261	Light Ambulance Van	
262	Medium Ambulance Van	
263	Equipment Towing Tender	
264	Mobilization Truck	
265	Water Tanker - Medium capacity	
266	Water Tanker - Large capacity	
Category Name - Wireless system		
Activity Name - Tele Communication		
Enter details of items under this category on form 2-A		
267	VHF Sets Static	
268	VHF Sets Mobile	
269	UHF Sets Static	
270	UHF Sets Mobile	
271	Walkie Talkie Sets	
272	HF Sets Static	
Category Name - Sat phones		
Enter details of items under this category on form 2-A		
273	Mini-M3	
274	V-SAT	
275	INMARSAT	
Category Name - Mobile phones		
Enter details of items under this category on form 2-A		
276	Mobile Phone GSM	
277	Mobile Phone CDMA	
Category Name - GPS		
Enter details of items under this category on form 2-A		
278	GPS Hand Sets	
Category Name - Video system		
Enter details of items under this category on form 2-A		
279	Video Phone Set	
280	Video Camera Digital	
281	Video Camera Beta	
282	Camera Digital	
283	Video Camera DVD	
Category Name - Skilled human resource		

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Enter details of items under this category on form 2-B		
284	Ham Radio Operators	
Activity Name - Nuclear Biological and Chemical		Category Name - NBC specialized Equipments
Enter details of items under this category on form 2-A		
285	Air Sampler - battery operated	
286	NBC face mask	
287	Body bags	
288	C.D Kit danger make	
289	Monitor - for chemical agents	
290	Capping kit - for chlorine leak	
291	Containers of AFFF	
292	Containers of soda ash and hydroxide	
293	Monitor - for contamination	
294	Decontamination gears	
295	Direct reading dosimeter	
296	Distress signal unit	
297	Emergency response guide book	
298	First aid kit as per MFR	
299	First aid kit NBC type A	
300	First aid kit NBC type B	
301	Flame ionization detector	
302	GM survey meter	
303	High visibility vest	
304	Leak storing device	
305	Leak tester for B.A set	
306	LEL Meter	
307	Mini rad meter	
308	Multi gas detector with cut gum bottle	
309	Non sparking brush ,brooms shovels	
310	Non sparking tool	
311	PH meter	
312	PH tester	
313	Pipe squeezer	
314	Plastic drums	
315	Detector kit - for poison in water	
316	Portable alpha monitor	
317	Portable decontamination apparatus	
318	Safety line with chemical resistant	
319	Safety touch	
320	Teletector	
321	TLD	
322	Traffic cones	
323	Ultra violet photo ionization detector	
		Category Name - Critical supplies
Enter details of items under this category on form 2-C		
324	Decontamination solution	
325	Lodate tablets	
		Category Name - Skilled human resource

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Enter details of items under this category on form 2-B		
326	Search and Rescue Teams for NBC Disasters	

IDRN Data Collection Format

Form 2-A

Please enter in the table below the details of items you have checked as available in FORM-1
 (All the fields are mandatory)

*Item Code	*Item Name	*Item Description	*Item Quantity and Unit	*Specify location if not present at the department	*Availability month (Specify)	*Transportation Mode (Road, Train, Air, Water or NA)	*Operator Provided (Yes/No/NA)

(For all types of equipment only)

IDRN Data Collection Format

Form 2- B

Please enter in the table below the details of items you have checked as available in FORM-1
(All the fields mark with * are mandatory)

*Item (Skill) Code	*Item(Skill) Name	*No. of person Available	*Availability month (Specify)	*Prior experience in emergency response (y/n)	*Prior training in emergency response (y/n)	Description (If team enter composition)

(For all types of skilled human resource only)

IDRN Data Collection Format

Form 2-C

Please enter in the table below the details of items you have checked as available in FORM-1
 (All the fields are mandatory)

*Item Code	*Item Name	*Quantity available and Unit	*Specify Item Location	*Availability month (Specify)	*Transportation Mode (Road, Train, Air, Water or NA)	*Item Description

(For all types of critical supplies only)