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हिमाचल प्रदेश उच्च शिक्षण विभाग

EDN-H(21) B(15) 10/2010-DM-1170

Directorate of Higher Education  
Himachal Pradesh

Dated Shimla -171001 the

From:-

The Director of Higher Education  
Himachal Pradesh

To

All the Deputy Directors of Higher Education,  
In Himachal Pradesh.

Subject:-

Regarding Implementation of "School Safety Project"

Memo,

As you are aware that "School Safety" has been defined as the creation of safe environments for children starting from their homes to their schools and back which includes safety from large scale natural hazards, human made risks and environmental threats that can adversely affect the lives of children. Various kinds of guidelines have been received from the National Disaster Management Authority, Ministry of Human Resource Development, Department of School Education & Literacy, Govt. of India New Delhi, Secretary Education to the Government of Himachal Pradesh and other stakeholders regarding the subject cited above, which have been circulated to you time and again from this office.

In this connection you are hereby directed to take further necessary action on these guidelines in letter and spirit accordingly and submit the detailed report of all activities undertaken along with the photographs & Videos. You are further directed to constitute /notify the "District Level Incident Response" Team and *undertake the following actions to ensure the successful implementation of School Safety Project-*

1. All schools to prepare and share their School Disaster Management Plan and update and revise them for each academic year. *share it with DDHE both hard & soft copy.*
2. All schools will share their Quarterly Reports to DDHE concerned by 25<sup>th</sup> of March, June, September and December for corresponding Quarter and DDHE will further submit the consolidated quarterly report in the last working day of quarter to DHE.
3. To promote learning and practical skills related to the Disaster Management, a qualifying exam/ house test or any other assessment methods may be initiated in schools. It may be planned in the quarterly meetings of the Principals/ headmasters.
4. All schools are to conduct Four Mock Drills in each academic year. Mock drills are to be organized on 4<sup>th</sup> April (Disaster Awareness Generation Day), 13<sup>th</sup> October (International day of Disaster Risk Reduction) and other two dates may be decided by the schools on their own. *Engage local bodies in mock drill.*

5. The SMCs may be mobilized and engaged to take up non structural mitigation measure in schools under the supervision of SSA engineers.
6. The process of implementation of school safety project will be monitored on monthly basis by the DDHE/DDHE Inspection concerned. It will be ensured to monitor minimum 10 percent of the total schools by each DDHE in respective district and 5 Percent by the officers/inspection teams of the Directorate of Higher Education during each academic year henceforth.
7. The DDHE will submit a combined proposal addressing vulnerabilities of schools to various types of hazards in their districts in consultation with the local SMC ,local bodies, Public Representatives ,SSA Engineer and DDMA concerned.
8. The Principals/Headmasters will also submit proposal regarding retrofiting of schools in consultation with SSA Engineer to this Directorate directly as well as through DDHE concerned.
9. Non Structural mitigation in school may be ensured by trained Engineer of SSA.
10. In the past covid -19 scenario when schools will permitted to open, the DM plan of schools need to be updated. Additional hand wash facilities be created and physical distanced in classrooms and school complex will have to be ensured.
11. All School has to display School Safety Pledge at prominent place/wall.
12. All school should have wheel chair, stretcher and first aids box.
13. Fire extinguisher should installed at proper place. Students, teaching and non teaching staff should have knowledge to use it in case of fire.

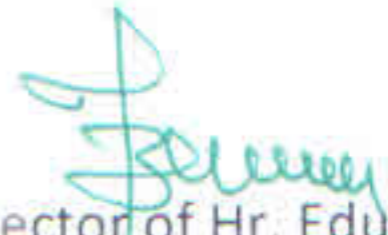
Endst. No.EDN-U(G-III)DM/2019/-

Dated: 20-09-2021

Office of the, Deputy Director of Higher Education Una Distt. Una (HP).

Copy forwarded for information & further necessary action to :-

1. All the Principal/Headmaster of GSSSs, GHSs and Private Schools in Una District with the direction that the requisite information be supplied to this office on or before 10<sup>th</sup> October,2021. Any delay in this regard you will be held responsible.

  
Dy. Director of Hr. Education,  
Una District Una (HP).

**Agenda for the Meeting of the DDHE'S on Disaster Management/ School Safety Project in Department of Higher Education H.P. Through V.C. on Dated 13-09-2021 at 11 A.M.**

1. Preparation of Action Plan and School Disaster Management Plan for the year 2021-22.
2. To conduct structural & non-structural audit of schools by SSA engineers.
3. Delay in submission of Quarterly Reports from the DDHEs.
4. Preparation of Joint Quarterly Report with the Department of Elementary Education and submit it to the Government/SDMA/NDMA/ MHRD collectively.
5. Monitoring of the activities related to school Safety and Disaster Management at school level.
6. Status of validity of Fire Extinguishers at school level and steps to make it functional/active.
7. To ensure Display of "School Safety Pledge" in a prominent Place/ wall in each school.
8. To ensure participation of community/local bodies/ SMC etc. in school safety project.
9. Evaluation of class wise curriculum presently being taught in schools related to Disaster Management and school safety activities.
10. Strengthening of DM cell in the offices of the DDHEs for effective coordination with DHE, SCERJ, GCTE, DIETS and DDMA.
11. Complete details and contacts of ANOs nominated for DM & SBM activities by DDHEs.
12. Formation of School Safety Advisory Committee and IRT at District level.
13. Timely submission of Utilization Certificates for School Safety Funds/"SAMARTH-" by DDHEs.
14. To maintain proper records of Good Practices / success stories at DDHE level for the activities conducted under DM/school safety and Swachh Bharat Mission.
15. Any other issue with the permission of the chairman.



**Dy. Director Higher Education  
Una District Una (H.P.)**