

Training Schedule

Training Program: Residential Training for Project Manager and Proc. Officers of Tata Group

Client: Tata Sustainability Group

Consultant: Gujarat Institute of Disaster Management

Overall Training Objectives

1. At the end of the session, participants will be able to:
2. Describe Tata disaster response mechanism, SOPs and respective role during deployment
3. Describe mechanism of Govt. towards disaster response and identify points of coordination
4. List operations undertaken during relief and response by varied stakeholders and its uses towards planning response
5. Undertake needs assessment and relief distribution addressing issues like gender, diversity, inclusion, conflict, etc (PMs)
6. Describe concepts humanitarian logistics and supply chain management and apply in procurement of relief (PrOs)

Day 1			
Time	Topic	Key Objectives	Resource Person
0800 – 0830 (Breakfast)			
0830 - 0900	Registration	<ul style="list-style-type: none"> Registration About Organizers/ Facilities Safety Instructions 	TSG
0900 – 0930	Opening Session	<ul style="list-style-type: none"> Formal Welcome Course introduction Introduction of Facilitators, Participants, and support staff Introductory Remarks 	TSG & GIDM
0930 – 1000	Tata Group - Disasters Response	<ul style="list-style-type: none"> Tata Response Guidelines, TCOC Group Activity: Tata Values 	TSG
1000 – 1030	Changing approaches towards Disaster Response due to pandemic	<ul style="list-style-type: none"> Covid-19 challenges / Dual disaster Challenges towards needs assessment, camp management, relief distribution etc. 	GIDM
1030 – 1100 (Tea Break along with formal Group Photograph)			
1100 - 1245	Disaster Management: Globally & Locally (How Govt Responds)	<ul style="list-style-type: none"> DM frameworks – SFDRR priorities (Understanding Disaster Risk, Risk Governance, Investment in DRR, Preparedness for Response (BBB)) Govt of India Mechanism for Disaster Management (National Level & State Level, NDRF, Air Rescue and Relief Operations, Minimum Standards of Relief, Govt.) Gujarat Disaster Response Mechanism (Commissioner of Relief – SEOC, GSDMA / GIDM, District Level - DEOC, DPOs, Village / Ward level system, Minimum standards of Relief – Govt. 	Govt. Rep
1245 - 1315	Changing approaches towards Disaster Response due to Pandemic (Reflections)	<ul style="list-style-type: none"> Challenges and how they were addressed Lessons Learnt and context setting of training 	PMs/ PrOs

1315 – 1415				Lunch			
1415 - 1530	Experience sharing session on Management of Disaster Response at District Level		<ul style="list-style-type: none"> • Early Warning Dissemination • Evacuation with help of line department • Camp management and Relief Distribution • Needs assessment & Coordination with Private Sector 				SDM/ Collector
1530 - 1700	Group Activity – Needs Assessment (PMs) and Logistic Planning (ProOs)		<ul style="list-style-type: none"> • Review of DR - SOPs 				TSG Red R
1600 – 1615				Tea Break			
1700 – 1730	Debrief / Observations						TSG
1730 - 1800	Visit to ISR / SEOC						GIDM
Day 2							
0845 – 0915 Recap of Day I							
0915 – 1200	Relief Management (2 sessions each)						Red R
(Parallel Sessions)	Program Manager <ul style="list-style-type: none"> • Working with Disaster affected Communities • Leading the Team 		<ul style="list-style-type: none"> • Gender Issues • Diversity • Inclusion • Accountability • Conflict Management 				GIDM Red R
	Procurement Officer <ul style="list-style-type: none"> • Humanitarian Logistics and Supply Chain Management 		<ul style="list-style-type: none"> • Procurement • Transportation • Warehousing • Asset Management 				Mr. Hemant Moharir, Consultant – Warehousing, Logistics (IIM – A)

1200 – 1330	Use of Technology in Disaster Management	<ul style="list-style-type: none">• Applications for DR• Monitoring the situation• Use of Drones	GIDM
1330 – 1430 (Lunch)			
1430 –1700 Joint Simulation (Working Tea Included)	Group Activity (Simulation) Project Planning (PM)	In continuation of Tabletop Exercise the Simulation will be planned <ul style="list-style-type: none">• PM will visit affected site to collect• Assess needs using application• Address conflict / Language issues• Gender issues• Handover requirements to PrOs	RED R, GIDM, TSG
	Logistics (Simulation) (PrO)	In continuation of Tabletop Exercise the Simulation will be planned <ul style="list-style-type: none">• Identification of warehouse (space)• Transport plan in and around campus• Handing over to PMs	
	Relief Distribution (Simulation) (PM + PrO + Volunteer)	Demonstration & Group Presentations	
1700 –1800	Debriefing of Exercise		
1930-2130	Dinner at <i>Rajwadu, Ahmedabad (40 mins travel)</i>		
Day 3			
0830 - 0900	Recap of day II		
0900 - 1030	Project Closure (Simulation)		
1030 - 1130	Case Study of Mumbai DR (Options Kerala)	Govt Representative - SDMAs	Mahesh Narvekar, CO, DMU - MCGM
1130 - 1230	Group wise presentations	<ul style="list-style-type: none">• Reflections and Lessons Learnt during the training	

		<ul style="list-style-type: none">Way forward towards preparedness for Response for PMs and PrOs	
1130 - 1230	Feedback and Evaluation		
1230 – 1330	Valedictory Session	Certificate Distribution	
1330 – 1430	LUNCH		

	Nice to know
	Must know