

**ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD  
(Commonwealth MBA / MPA Programme)**

**DISASTER MANAGEMENT (5584)**

**CHECK LIST**

**SEMESTER: AUTUMN, 2012**

This packet comprises the following material:-

1. Text Books
2. Assignment No. 1, 2
3. Assignment Forms (two sets)
4. Course outlines

In this packet, if you find anything missing out of the above mentioned material, please contact at the address given below:

**Mailing Officer  
Services Block No. 28  
Allama Iqbal Open University  
H-8, Islamabad**

Wishing you all the best

**Nazim Hussain  
(Course Coordinator)**

**ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD**  
**(Commonwealth MBA / MPA Program)**

**WARNING**

1. **PLAGIARISM OR HIRING OF GHOST WRITER(S) FOR SOLVING THE ASSIGNMENT(S) WILL DEBAR THE STUDENT FROM AWARD OF DEGREE/CERTIFICATE, IF FOUND AT ANY STAGE.**
2. **SUBMITTING ASSIGNMENTS BORROWED OR STOLEN FROM OTHER(S) AS ONE'S OWN WILL BE PENALIZED AS DEFINED IN "AIOU PLAGIARISM POLICY".**

**Course: Disaster Management (5584)**  
**Level: COL MBA/MPA**

**Semester: Autumn, 2012**

**Instructions**

- (a) All written assignment must be well organized, presented in an easy-to-read format and neat. Moreover, pay particularly close attention to grammar, spelling, punctuation and understandability. Communication is extremely important in this course.
- (b) Documentation is likewise very important. Un-supported statements or opinions are worth less to the reader, who desires to verify your finding. Complete and specific documentation is mandatory. Also, your references should be to primary sources, except in rare unusual situation.
- (c) Quoting should be kept to an absolute minimum.

---

**Guidelines for Doing Assignments**

We expect you to answer each question as per instructions in the assignment. You will find it useful to keep the following points in mind:

- 1) **Planning:** Read the assignments carefully, go through the Units on which they are based. Make some points regarding each question and then rearrange them in a logical order.
- 2) **Organization:** Be a little selective and analytical before drawing up a rough outline of your answer. Give adequate attention to question's introduction and conclusion.  
Make sure that:
  - a) The answer is logical and coherent,
  - b) It has clear connections between sentences and paragraphs,
  - c) The presentation is correct in your own expression and style.
- 3) **Presentation:** Once you are satisfied with your answer, you can write down the final version for submission. It is mandatory to write all assignments neatly. If you so desire, you may underlining the points you wish to emphasize. Make sure that the answer is within the stipulated word limit.

## **ASSIGNMENT No. 1**

**Total Marks: 100**

- Q. 1 a) Define various terms used in disaster management.  
b) Explain the principles of disaster mitigation and emergency response.
- Q. 2 a) Explain the point of difference between warning and alert systems.  
b) Explain Disaster Management Cycle in detail. What is the most critical phase of the disaster management?
- Q. 3 Pro-active steps to disaster mitigation include formulation of policies, strategies, and actions taken before disasters occur. These actions may involve setting up prediction mechanisms, preparing disaster mitigation plans, allocating preparedness funds, conducting risk analysis, preparing zoning or land use plans to minimize vulnerability of habitat, and setting up a task force or institutional and legal frameworks for disaster management. You are required to write a detailed note on the steps involved in Disaster Preparedness.
- Q. 4 Building workable strategies, policies/plans, or technologies is important for disaster mitigation and risk reduction; however, unless the capacity and skills are developed to implement them adequately and at appropriate times, nations would fail to create resilient societies. Keeping in view the above facts how do you understand the need for capacity building in Disaster Mitigation and Risk Reduction?
- Q. 5 The dictionary defines emergency as a “sudden or unexpected appearance; an unforeseen occurrence; a sudden occasion” or “an unforeseen occurrence or combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency”. You are required to describe the three phases (periods) of an emergency, identify actions required in each phase (period).

## **ASSIGNMENT No. 2**

**Total Marks: 100**

- Q. 1 Discuss emerging institutional frameworks for disaster management in the developing and developed nations.
- Q. 2 Write a detailed note on “Planning Tools”. Also explain the Problem solving techniques.
- Q. 3 Post-disaster management occurs after the emergency phase of the disaster management cycle, when immediate needs have been responded to, while long-term impacts have yet to be addressed. Explain each step involved in post-disaster management.

- Q. 4 Discuss major steps of flood management and government enactments pertaining to flood management.
- Q. 5 In order to prepare for the worst, businesses need to develop Business Continuity Plans. These plans focus on maintaining critical functions, ensuring that vital records are preserved, keeping customers and staff informed, and ensuring that the business survives. Keeping in view the importance of business continuity plan, explain the major ingredients of business continuity plan.
- 

## **DISASTER MANAGEMENT (5584) COURSE OUTLINES**

### **BLOCK–1: INTRODUCTION AND OVERVIEW OF DISASTERS**

- Principles of Disaster Mitigation and Management
- Mitigation
- Preparedness
- Response
- Relief and Recovery
- Disaster Management
- Another School of Thought
- Types of Disasters
- Frequently Occurring Hazards
- Multi-Hazards

### **BLOCK–2: PROACTIVE APPROACH TO DISASTER MITIGATION**

- Understanding Prevention, Preparedness, and Planning
- Prediction of Disaster
- Information for Hazard Assessment
- Remote Sensing – A Tool for Predicting and Preventing Hazards
- Understanding the Risk Management Process

### **BLOCK–3: CAPACITY BUILDING AND TRAINING FOR A DISASTER RESILIENT SOCIETY**

- Need for Training in Disaster Mitigation
- Techniques for Capacity Building and Training
- Exercise Development and Conduct of Drills
- Roles and Responsibilities of the Emergency Exercise Review Panel
- Exercise Design

### **BLOCK–4: PREPARING FOR EMERGENCY RESPONSE**

- Emergency
- First Approach: The Emergency Site Management System
- Second Approach: The Incident Command System
- Mobilization of Search and Rescue Equipment

- Alternative Communication Systems
- Evacuation Planning
- Information and Inventory during the Warning Phase
- Immediate Post-disaster Phase – The Response
- Communications and Control during the Immediate Post-Impact Phase
- The Search and Rescue
- Making Rapid Impact Assessment
- Immediate Post-disaster Impact Assessment
- Hazard Assessment, Damage Assessment
- Social Assessment
- Property Assessment
- Assessment of Resources
- Mobilization
- Storage and Distribution of Relief
- The Recovery Phase
- Mitigation and Risk Management
- The Role of Community in Emergency Preparedness & Response
- Evacuation Planning, In-place sheltering

**BLOCK-5: INSTITUTIONAL ARRANGEMENTS AND LEGAL FRAMEWORKS FOR DISASTER MITIGATION**

- Emerging Institutional Frameworks for Disaster Reduction
- International Support Systems for Disaster Mitigation and Management
- United Nations System
- United Nations Secretariat
- The World Bank Group
- The Red Cross
- Successful National Practices
- The US System
- The Canadian System
- Disaster Management in a Regional Context
- Asia
- The Americas
- Institutional Structures in Developing World Countries
- Bangladesh
- Sri Lanka
- India
- Future Challenges and Priorities

**BLOCK-6: POST-DISASTER MANAGEMENT**

- Recovery, Reconstruction
- Identification of Hazardous Sites: Use of Baseline Data and Community Involvement in Planning and Reconstruction.
- Rehabilitation, Restoration

**BLOCK-7: BUSINESS CONTINUITY PLANNING**

- The Purpose of Business Continuity Planning
- Economic Impacts
- Risks and Opportunities
- Business Continuity Planning
- Steps of Business Impact Analysis (BIA)
- Recovery Strategies
- Personnel
- Critical Resources
- Supply and Distribution
- Premises
- Vital Records
- Computers
- Insurance
- Finances
- Communications
- Coordination
- Marketing
- Public Information
- Cost Options
- Developing the Business Continuity Plan Testing

**BLOCK-8: GOAL SETTING AND DECISION MAKING IN MANAGING DISASTERS**

- Leadership Styles for Emergency Managers
- Decision Making Model for Emergency Planning – Goal Programming
- Problem-Solving Techniques
- Legal Issues and Opportunities & New Directions

=====