

Center for Emergency Situations
and Disaster Risk Reduction

CESDRR



Центр по чрезвычайным ситуациям
и снижению риска стихийных бедствий

ЦЧССРБ

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Постоянно действующий межгосударственный орган - Международная организация

METHODICAL DOCUMENT

TIMELINE
ON MAJOR ACTIVITIES/MEASURES OF MANAGEMENT UNITS, FORCES
AND MEANS OF CITY CIVIL PROTECTION FOR ELIMINATION OF
EMERGENCIES

Annex 1 to City Civil Protection Plan,
Developed by the example of Bishkek City Administration, Kyrgyzstan

**Timeline on major activities/measures of management units, forces and means of city civil protection
for elimination of emergencies**

Developed within the frame of implementation of component 1.3 “Strengthening local disaster response capacity” of the World Bank’s Project of the “Strengthening disaster risk management in the Kyrgyz Republic” for practical application by local authorities – city administrations as a methodical document

TIMELINE OF MAJOR ACTIVITIES/MEASURES OF MANAGEMENT UNITS, FORCES AND MEANS OF CITY CIVIL PROTECTION FOR ELIMINATION OF EMERGENCIES
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I. MAIN GOALS AND PURPOSE OF THE TIMELINE:

Setting up regulations and algorithm of headquarters, employees and working staff of the City Administration, administrative districts, departments, municipal enterprises, organizations and City institutions for emergency situations and ensuring the uninterrupted operation of the provision of essential functions and services in accordance with the tasks assigned to them by regulatory legal acts of the Kyrgyz Republic of the functions, duties and powers by implementing the following basic tasks:

1. Timely detection of the fact of occurrence, and initial approximate determination of the nature and source of origin, nature of origin and manifestation, severity and extent, according to the current classification and criteria for evaluation.
2. Organization and carrying out emergency actions on warning, informing, collection and management staff to ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones).
3. Establish a comprehensive management and control measures for the evaluation and analysis of the current situation and take a decision on emergency response and elimination of disaster consequences.
4. Organization and carrying out rescue and other emergency operations aimed at saving people's lives and health, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reducing the size of the damage and losses.
5. Ensuring uninterrupted operation of providing essential functions and services aimed at the timely satisfaction of primary essential needs of population, as a housing, water supply, heating, electricity, food, daily necessities, health care, utilities, transportation, information, education and other services, early recovery of the normal life of the population and socio-economic facilities.

II. LEGAL FRAMEWORK OF ELIMINATION OF EMERGENCIES:

1. Heads of relevant organizations, local authorities, and local governments of the territory where disaster occurred depending on the severity, are assigned to manage the operation on elimination of disaster consequences.
2. Head of operation on elimination of disaster consequences issues a decree, which establishes the boundaries of the emergency zones, order of rescue and other emergency operations, actions in the aftermath of an emergency and, if necessary, evacuation and / or relocation of the population to safe areas.
3. Decision of the Head of the operation on elimination of disaster consequences is mandatory for all citizens and organizations in the emergency zone, unless otherwise provided by the legislation of the Kyrgyz Republic.
4. Disaster elimination, depending on the degree of severity is carried out:
 - object (I severity degree) – the forces and resources of organizations, enterprises and institutions regardless of ownership;
 - local (II severity degree) – the forces and means of the local self-government bodies, organizations, enterprises and institutions regardless of ownership;
 - district (III severity degree) - the forces and means of local state administration and local branches of the executive authorities and local self-government district as well as enterprises, organizations and institutions, regardless of ownership;
 - city (IV severity degree) – the forces and means of the City Administration and territorial subdivisions of executive bodies, as well as enterprises, organizations and institutions regardless of ownership.
5. Situation prevailing in a particular area may be recognized as an emergency situation only on the basis of the decision of the Civil Protection Commission at an appropriate level.
6. Disaster is considered as eliminated at the end of the rescue and other emergency operations, after which began a period of reconstruction.

**TIMELINE ON
OF MAJOR ACTIVITIES/MEASURES OF MANAGEMENT UNITS, FORCES AND MEANS OF CITY CIVIL PROTECTION FOR ELIMINATION OF
EMERGENCIES AND ENSURING THE ONGOING PROVISION OF ESSENTIAL FUNCTIONS AND SERVICES:**

Time H – Time of disaster occurrence

№ №	№	Activities	Time	Terms of activity starting and completion												
				Minutes 00-60 M	Hours (h)						Days (d)					
					2	4	6	10	14	16	20	2	3	4	5	7
All duty and dispatch services of the City Administration, municipal district administrations, departments and municipal enterprises, the City organizations, operating 24 hours, regardless of ownership and departmental affiliation																
1.	1.	Timely detection of the fact of a disaster, initial and approximate determination of the nature and source of origin, nature of origin and manifestation, severity and extent of areas of emergency, according to the current classification and evaluation criteria	H + 01-15 m													
2.	2.	In order to prevent, reduce the scale of the damage and losses caused by possible secondary injury factors taking appropriate measures on urgent shutdown in disaster areas all life-support systems on main and distribution communication lines: <ul style="list-style-type: none"> ▪ Power supply ▪ Heating ▪ Water supply ▪ Gas supply ▪ Other 	H + 01-05 m													
3.	3.	Urgent informing of the relevant Heads on the fact of a disaster, the primary and approximate determination of the nature and occurrence of the source, nature and origin of manifestation, severity, and extent of disaster zones	H + 03-15 m													
4.	4.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m													
5.	5.	Since an initial estimation and analysis of the situation, on the orders of management, emergency measures on connection all major essential systems on main and distribution lines: <ul style="list-style-type: none"> ▪ Energy supply ▪ heating ▪ water supply ▪ gas supply ▪ other 	H + 05-30 m													
6.	6.	In agreement with the Heads - the collection, receiving and submission of information, the organization of ongoing monitoring of the situation in disaster zone, state of essential systems on main and distribution lines of communication, carrying out rescue and other emergency operations, ensuring the uninterrupted operation on the provision of vital functions and services	H + 15 m													

All forces and the Civil Protection Formation of a permanent civil protection preparedness - rescue, emergency medical, municipal engineering, repair, fire rescue, protection of public order and other emergency services, units, teams, forces operating 24-hour, regardless of ownership and departmental affiliation													
7.	1.	Emergency arrival to disaster zone in order to explore, determine the nature and occurrence of the source, the nature of origin and manifestation, severity and extent of disaster zones	H + 5 m -02 h										
8.	2.	Carrying out practical operations in disaster zones on emergency shout down of all essential systems on main distributing lines: <ul style="list-style-type: none"> ▪ power supply ▪ heating ▪ water supply ▪ gas supply ▪ other (At objects and sites exposed disasters)	H + 5 m - 02 h										
9.	3.	After evaluating and analyzing the current situation, on the orders of management, measures for emergency, repair and refurbishment connecting all major life-support systems on main and distribution lines of communication, lines and areas: <ul style="list-style-type: none"> ▪ supply ▪ heating ▪ water ▪ gas supply ▪ other (On the objects and areas not affected by disaster, as well as the objects and sites used for the organization and conduct of rescue and other emergency operations, to ensure the smooth operation of the provision of vital functions and services)	H + 10 m-02 h										
10.	4.	Carrying out the priority rescue, recovery, and other urgent operations aimed to saving people's lives and health, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reducing the size of the damage and loss	H + 10 m										
11.	5.	Taking action to address the urgent vital needs of the population as water, heat, electricity, health care, utilities, transport and other services, including the maintenance of public order	H + 10 m										
12.	6.	Collection, receiving and submission of information about the situation in the disaster area, state of basic life-support systems on main and distribution lines, carrying out rescue and other emergency operations, ensuring the uninterrupted operation on the provision of vital functions and services	H + 10 m										
The entire headquarters and commanding staff - heads of the of the City Administration of the Civil Protection, the administrative districts, departments and municipal enterprises, services, city organizations (in case of absence of the head - the person replacing them)													
13.	1.	Receiving information about the occurrence of emergencies, the initial and indicative determination of the nature and source of occurrence, the nature of origin and manifestation, severity, zones and extent of the occurrence of emergencies	H + 03 m - 02 h										
14.	2.	Adoption and submission the performers priority decisions and orders aimed to localization and elimination of disaster consequences, save lives and health, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reducing the scale of the damage and losses	H + 03 m - 02 h										

15.	3.	Convention and arrival at their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H+ 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment in place of missing or retired managers - officials their substitutes)	H + 24 h																
16.	4.	Taking measures on collection and compilation of information about the disaster, initial assessment and analysis of the situation and socio-economic impact of disasters.	H + 1-2 h																
17.	5.	Determination and submission to the executives of priority measures on localization and elimination of disaster consequences, aimed to save lives and health of people, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reducing the scale of the damage and losses	H + 1-2 h																
18.	6.	Making decisions on the organization and implementation of the direct management and control measures for localization and elimination of disaster consequences	H + 1-2 h																
19.	7.	Organization and implementation of comprehensive and reliable public information in cooperation with the Ministry for Emergency Situations and early warning: <ul style="list-style-type: none"> ▪ On disaster occurrence (the nature and source of origin, nature of origin and manifestation, severity, extent and zones) ▪ On measures taken to localize and eliminate the consequences, rescue and recovery operations, and other urgent operations aimed to save lives and health of people, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, a scale of damage and loss ▪ On the procedure and rules of behavior, the measures comply with the necessary security and assistance to the public authorities and organizations in disaster response 	H + 1 h																
20.	8.	Switch functioning of the state system of civil defense of the city to the emergency mode (24-hour duty, enhanced mode)	H + 2 h																
21.	9.	Introduction and implementation of Action Plan on civil protection in peacetime (relevant sections depending on the nature and occurrence of the source, the nature of origin and manifestation, severity and extent of disaster areas, according to the current classification and evaluation criteria)	H + 2 h																
22.	10.	Organization of uninterrupted guidance and control subordinate authorities, civil protection forces and means for the implementation of measures on localization and elimination of disaster consequences with permanent replacement, field, mobile command posts	H + 2 h																
23.	11.	Holding, on the basis of the primary data, comprehensive analysis of the existing situation, the severity, zones, the spread and socio-economic disaster consequences, the definition of priority actions for localization and elimination of disaster consequences, carrying out rescue and other emergency operations aimed to save lives and health of people, the preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reducing the scale of damage and losses	H + 4-6 h																
24.	12.	Conducting workshops, publication of orders that are mandatory on the territory of city to all structural and territorial subdivisions of the City Administration, organization and implementation of	H + 3 h																

		uninterrupted process of activity management for localization and elimination of disaster consequences, save lives and health of people, preservation of material and cultural values, localization and suppression of the hotbeds of the damaging effects, prevention of secondary factors, reduce the scale of the damage and loss+																	
25.	13.	<p>The head of emergency response:</p> <ul style="list-style-type: none"> ▪ Organization of exploration and evaluation of the situation in the disaster area, rescue of people using the available forces and means ▪ Definition of the main areas of concentration of efforts on conducting rescue operations, the required number of forces and means, methods and techniques of conducting rescue and other emergency operations ▪ Making decisions about the conduct of rescue and other emergency operations on objects and territories of organizations located in the disaster area ▪ Setting tasks to rescue services and units, the organization of their interaction, the security measures in the performance of tasks ▪ Overseeing the changing situation in disaster zone ▪ The involvement, where appropriate, additional manpower and resources, the organization of the meeting, to identify sites (areas) conduct of rescue operations ▪ Organization of a provision of forces and means, determining the order of shift work ▪ Informing the Government of the KR, the Emergency authority (MES) about the situation and taking a decision on the organization and conduct rescue and emergency operations in the area of global or regional scale disaster ▪ Determination of the order of arrival and departure of forces and means from disaster area ▪ The introduction, if necessary, restrictions on access of people and vehicles to disaster zone, the suspension of the activities of organizations in disaster zone ▪ Involvement, forces and means of emergency rescue services and civil defense units and rescuers as agreed, to carry out emergency rescue operations ▪ Involvement of the population on a voluntary basis to conduct emergency operations, as well as individual citizens, non-rescue workers, with their consent to the conduct of rescue operations ▪ Organization and carrying out of emergency measures in disaster area ▪ Involvement of material, technical, food, medical and other means and resources of organizations and the private sector with subsequent reimbursement of expenses in accordance with the law ▪ The adoption of other necessary measures arising from the development of Emergency Situations and the course of the rescue and emergency operations. 	H + 3 h																
26.	14.	Setting up borders and areas of disaster, the order of priority of rescue and other emergency operations and actions on localization and elimination of disaster consequences	H + 3 h																
27.	15.	Depending on the situation, and if necessary, decisions and orders on the organization and conduct of the evacuation and / or relocation of population and wealth to safe areas	H + 1 h																
28.	16.	<p>Organization and implementation of mutual information, coordination and cooperation with the Government of the KR, the executive authorities, regional government authorities, local authorities, international and non-governmental organizations, directly and through its subordinate bodies on:</p> <ul style="list-style-type: none"> ▪ Localization and elimination of disaster consequences ▪ Use of regulatory bodies, forces and means, material and technical and financial support 	H + 1 h																

		<ul style="list-style-type: none"> ▪ Carrying out rescue and other emergency operations ▪ Carrying out evacuation measures, accommodation and comprehensive support of the population, remained homeless ▪ Provision of health care to the population, were injured and maimed ▪ Ensuring uninterrupted operation by providing essential functions and services ▪ Timely response to urgent essential needs of the population with housing, water, heat, electricity, food, daily necessities, health care, utilities, transportation, information, education and other services ▪ Provide additional forces and means, including fire-rescue units of MES, military units and units of the Military Forces ▪ Provision of additional human, logistical and financial resources, the international humanitarian and other aid 																	
29.	17.	<p>Determination, setting up the order and organization of City Administration operation, administrative districts, departments and municipal companies, city organizations and institutions on:</p> <ul style="list-style-type: none"> ▪ Ensuring uninterrupted operation on providing essential functions and services ▪ Timely response to urgent essential needs of the population by providing housing, water supply, heating, electricity, food, daily necessities, health care, utilities, transportation, information, education and other services 	H + 3 h																
All governing bodies, civil protection services, forces and means, the formation of civil protection (all employees and officers) of the City Administration, administrative districts, structural divisions and municipal enterprises, organizations and institutions of the city, regardless of ownership and departmental belonging																			
30.	1.	Receiving information about the occurrence of emergencies, the initial and indicative determination of the nature and source of occurrence, the nature of origin and appearance, severity, zones and scale of disaster spread	H + 1-2 h																
31.	2.	Gathering and arrival at their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H + 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
32.	3.	<p>Implementation of measures for localization and elimination of disaster consequences in accordance with the duties assigned to them, functions, powers, implementation of orders of direct managers aimed at:</p> <ul style="list-style-type: none"> ▪ Organization and conducting the reconnaissance in the lesion focus and disaster zone, assessment of the situation and prediction of its development ▪ Determination of the nature and source of occurrence, character of origin and appearance, severity, zone and scale of disaster spread ▪ Collection and compilation of information about disaster, assessment and analysis of occurred situation and social economic disaster consequences ▪ Timely notification of governing bodies on alteration of situation, data delivery, necessary to 	H + 3 h																

		<p>take and align decisions on carrying out the operations</p> <ul style="list-style-type: none"> ▪ Organization and carrying out rescue operations and other emergency operations ▪ Monitoring and carrying out laboratory control of environment and situation development ▪ Localization and fire extinguishing on traffic route and objects of operation ▪ Determination access regime to disaster zone, ensuring public order security there ▪ Tracing the injured people and removing them from damaged and burning buildings, gas and smoke rooms ▪ Opening of destroyed, damaged and littered protective structures and rescue of the people who are in them ▪ Air supply to the littered protective structures with a damaged filter ventilation system ▪ Providing a first medical aid to injured people, evacuation to the medical institutions ▪ Evacuation of people from danger areas to the safe districts ▪ Dismantling and clearing of obstructions, laying of column ways and arrangement of driveways in obstructions and in infected areas ▪ Localization and (or) suppression of primary and secondary lesion focuses, neutralization of sources of secondary danger ▪ Localization of accidents on gas, energy, water supply, sewer, technological and other networks in order to carry out rescue operations ▪ Strengthening or breakdown of constructions threaten to be collapsed or impede safe movement and carrying out rescue operations ▪ Repair and recovery of damaged and destroyed communication lines and power networks in order to carry out rescue operations ▪ Disinfection, decontamination of the territory, buildings, structures, equipment, vehicles, property, protective equipment ▪ Construction of temporary and strengthening of existing hydraulic and other protective structures ▪ Carry out emergency recovery operations on life-support systems ▪ Registration, identification and burial of the dead ▪ Carrying out sanitary-hygienic and anti-epidemic measures ▪ Implementation of measures to protect farm animals and plants, veterinary and preventive measures ▪ Saving the life and health of people, preserving material and cultural values, localizing and suppressing focuses of damaging effects, preventing the occurrence of secondary factors, reducing damage and losses ▪ Ensuring of uninterrupted operation of life-support vital functions and services ▪ Timely response to urgent vital needs of the population with housing, water, heat, electricity, food, daily necessities, health care, utilities, transportation, information, education and other services 																
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Civil Protection Commission of City, the administrative districts of departments and municipal enterprises, organizations

33.	1.	Gathering and arrival of Commission members to their workplaces (offices, control centers, designated areas, emergency zones)	H + 1-2 ч																
34.	2.	Taking measures on collection and compilation of information about the disaster, elucidation, initial	H +																

		assessment and analysis of the situation and socio-economic impact of disasters. Definition of priority measures on localization and elimination of disaster consequences, aimed to save lives and health of people, preservation of material and cultural values, localization and suppression of the focuses of the damaging effects, prevention of secondary factors, reducing the scale of the damage and loss	3-4																
35.	3.	Ensuring the functioning of the State System of Civil Protection of the city, increasing the degree of efficiency of decision-making on issues of protection population and territories from emergency situations	H + 3 ч																
36.	4.	Coordination of regional administrations, departments of the City Administration and local branches of the public authorities and organizations	H + 4 h																
37.	5.	Assessment of the socio-economic consequences of emergencies	H + 4 h																
38.	6.	Addressing the financing of urgent measures of civil defense at the expense of public funds	H + 4 h																
39.	7.	Organization priority livelihood of the affected population in the area of emergency	H + 4 h																
40.	8.	The hearing the heads and chairmen of civil protection committees of districts, objects and organizations	H + 4 h																
41.	9.	Requesting the information necessary for the Commission's work from the heads of district administrations, objects and organizations	H + 4 h																
42.	10.	Making decisions on the appointment of the head of disaster consequences elimination and the provision of state aid in case of their occurrence	H + 4 h																
43.	11.	Submission of proposals for the use of financial and material reserves for the needs of civil protection and to determine the order of their use	H + 4 h																
44.	12.	Establishment of councils, working groups from among the members of the Commission', depending on the type of emergency, to solve the problems in the field of Civil Protection	H + 4 h																
45.	13.	Involving specialists of structural units of the City Administration to implement analytical, expert and other works on the Civil Protection	H + 8 ч																
46.	14.	Control over the execution of the Commission's decision and make proposals on the measures and the degree of responsibility of officials for their failure	H + 8 h																
Evacuation Commissions of the City, the administrative districts, departments and municipal enterprises, organizations and institutions																			
47.	1.	Gathering and arrival to the workplaces of members of evacuation commissions (offices, control centers, designated areas, emergency zones)	H + 1-2 h																
48.	2.	Organization and implementation of priority measures on: <ul style="list-style-type: none"> ▪ Collection and compilation of information on emergency situations, elucidation, initial assessment and analysis of the situation and socio-economic consequences of emergencies ▪ The definition of priorities for the evacuation measures ▪ Taking decision to carry out evacuation measures, deploy evacuation organs and evacuation points and specify the procedure for their work ▪ Introduction into operation the Plan of evacuation measures ▪ Clarification of the amount of population to be evacuated on foot and by vehicles, the amount of 	H + 2-4 h																

		<ul style="list-style-type: none"> material and cultural values ▪ Preparation of transport, routes, gathering points, landing ▪ Checking readiness of warning and communication systems 																	
49.	3.	Since the receipt of the decision to carry out the evacuation – organization and implementation of set of measures to organize the evacuation of the population from disaster areas and its short-term placement in safe areas, prepared in advance	H + 3 h																
50.	4.	Organization and control of the administration of temporary accommodation and services of the city, providing evacuation	H + 6 h																
51.	5.	The organization of uninterrupted informing the public about the procedure and the rules of the evacuation and accommodation of evacuated population	H+ 3 h																
52.	6.	Organization and carrying out a phased evacuation: <ul style="list-style-type: none"> ▪ Stage 1: evacuation of population from emergency zones to the temporary accommodation centers located outside the zone of emergency factors influence for short-term stay Stage 2: In case of protracted nature of the disaster or the impossibility of returning to the place of permanent deployment is carrying out population movements from temporary accommodation to points for long stay 	H + 4 h																
53.	7.	Organization and implementation of measures to timely meet the priority vital needs of the evacuated population with temporary housing, water, heat, electricity, food, basic necessities, medical, public utilities, transport, information, educational and other services	H + 4 h																
The main activities of the structural divisions of the municipal enterprises, the city organizations on providing the uninterrupted operation of the provision of vital functions and services, according to their assigned functions and authority																			
1. City Emergency Management Department																			
53.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of heads, employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																
54.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H + 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
55.	3.	The organization and coordination of the early detection of the fact of a disaster, and orienting the primary definition of the nature and occurrence source, the nature of origin and manifestation, severity and extent of areas of emergency, according to the current classification and evaluation criteria	H + 03 m - 1 h																
56.	4.	Organization and coordination of measures to communicate to the heads emergency information on the fact of a disaster, the primary and approximate determination of the nature and occurrence of the source, nature and origin of manifestation, severity, and extent of zones of emergency	H + 10 m - 1 h																
57.	5.	Organization and coordination of measures to prevent, reduce the scale of the damage and losses	H +																

		caused by possible secondary injury factors, taking measures on urgent shutdown in disaster areas all major life-support systems on main and distribution lines: <ul style="list-style-type: none"> ▪ Power supply ▪ Heating ▪ Water supply ▪ Gas supply ▪ Other 	10 m - 1 h															
58.	6.	Organization and coordination measures, after an initial estimation and analysis of the situation, by connecting all major emergency life-support systems on main and distribution lines of communication: <ul style="list-style-type: none"> ▪ Power supply ▪ Heating ▪ Water supply ▪ Gas supply ▪ Other 	H+ 20 m - 2 h															
59.	7.	Organization and coordination of measures on collection, reception and submission of information, conducting ongoing monitoring of the situation in the disaster area, state of basic life-support systems on main and distribution lines, carrying out rescue and other emergency operations, ensuring uninterrupted operations by providing vital important functions and services	H+ 20 m															
60.	8.	Development and submission of proposals for localization and elimination of disaster consequences, carrying out rescue and other emergency operations, involvement of forces and means of Civil Protection, Emergency forces from other regions to take action to eliminate the emergency, engaging to extinguish fires adapted for this purpose equipment of enterprises, regardless of ownership, the formation of civil defense organizations and enterprises irrespective of forms of property and citizens to conduct rescue, rescue and recovery operations	H + 30 m															
61.	9.	Organization and carrying out rescue, recovery and other emergency operations, elimination of disaster consequences, estimation of its scale	H + 30 m															
62.	10.	Organization and implementation of fire extinguishing and related rescue operations	H + 30 m															
63.	11.	Dissemination the information on life and health safety through the media (TV, radio), mobile operators	H + 1 h															
64.	12.	The publication in cases of emergency the orders on behalf of the Mayor - Head of the City Civil Protection, mandatory for the relevant state bodies, legal and natural persons	H + 2 h															
65.	13.	Organization and coordination of measures to ensure the uninterrupted operation of all governing bodies, Civil Protection services, Civil Protection Commissions, evacuation commission, forces and means, the formation of civil protection, administrative districts, departments and municipal companies, city organizations and institutions, regardless of ownership and affiliation to timely meet the urgent vital needs of the population with housing, water, heat, electricity, food, objects and daily necessities, health care, utilities, transportation, information, education and other services	H + 2 h															
66.	14.	Issuance of regulations and directives, which are mandatory to the organizations, institutions and enterprises	H + 2 h															
67.	15.	Determination of the amount of forces and means needed to carry out works on elimination of	H +															

		emergency situations	2 h																	
68.	16.	Interaction with territorial governing bodies of power structures in the field of Civil Protection	H + 4 h																	
69.	17.	Ensuring jointly with central and local authorities, international and non-governmental organizations delivery of international humanitarian aid	H + 1 h																	
2. The City Telephone Network OJSC Telecom – Civil Protection alert and communication service																				
70.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
71.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100% (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
72.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in objects of communication and telecommunication, in accordance with their assigned job responsibilities, functions and powers	H + - 1 h																	
73.	4.	Implementation of uninterrupted operation to provide all types of communication, transmission of alarm signals, maintenance early warning systems, development and improvement of communication and early warning systems for public authorities and management services, business entities, legal entities and individuals, governments and forces of Civil Protection	H + - 2 h																	
74.	5.	The provision of local, long distance and international telephone, cable and Internet connection	H + 10 m																	
75.	6.	Data transfer; telegraphy; terrestrial television and radio broadcasting; wire broadcasting; Leased Circuits; access to global data networks; Internet access; card payphones; Services provided by digital telephone exchanges; Intelligent communication network.	H + 10 m - 1 h																	
3. Main Department of Internal Affairs – Civil Protection public order security service																				
76.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
77.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	

		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
78.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 1 h																	
79.	4.	Public order security in the city, in disaster areas, in places of people concentration on the highways	H + - 1 h																	
80.	5.	Protection of public property and personal property	H + - 1 h																	
81.	6.	Protection of objects of special importance and classified objects	H + - 1 h																	
82.	7.	Road safety	H + - 1 h																	
83.	8.	Accounting of population losses during measures on prevention and elimination of emergencies	H + - 1 h																	
84.	9.	Ensuring uninterrupted operation by providing functions and services in the field of public order	H + - 1 h																	
4. Urban transport management department of the City Administration – Civil Protection Road Service																				
85.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
86.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	До H + 40 m																	
		60 %	До H + 2 h																	
		75 %	До H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	До Ч + 24 ч																	
87.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
88.	4.	Ensuring uninterrupted operation of functions and services in the field of motor transport, activities on the evacuation, transportation by all modes of transport (transportation of the formation of civil protection, medical evacuation, the transport of materials for the elimination of disaster consequences), maintenance of the carriageway condition, increasing the capacity of evacuation routes; repair and rehabilitation of roads and bridges used for activities of civil protection	H + - 2 h																	
89.	5.	Organization, coordination and monitoring of the operation of passenger transport of the City (buses, trolley buses, minibuses)	H + - 2 h																	

90.	6.	Monitoring of the state of road transport infrastructure	H + - 2 h																		
91.	7.	Development of measures to improve the traffic situation in the City	H + - 2 h																		
92.	8.	Coordination and regulation of passenger transport and transport companies providing services to the city population, including municipal transport companies in the city	H + - 2 h																		
93.	9.	Monitoring and analysis of public passenger transport, transport enterprises regardless of ownership	H + - 2 h																		
94.	10.	Hearing reports of heads of municipal transport companies	H + - 2 h																		
95.	11.	24-hour monitoring of the activities of municipal and private carriers, ensuring an appropriate operation of the rolling stock, compliance of routes and timetable, obligations on carriers dispatching management	H + - 2 h																		
96.	12.	Organization within the appropriate order of calculations the amount of subsidies for reimbursement of motor transport enterprises cost of public transport service in emergency situations	H + - 2 h																		
97.	13.	Interaction with local governments, public authorities and their agencies, the media, public associations and citizens on motor transport maintenance	H + - 2 h																		
98.	14.	Participation in carrying out state surveys of street road network within their competence, monitoring of fill identified gaps	H + - 2 h																		
99.	15.	Submission of proposals on the necessary repair and reconstruction of city roads to ensure proper operation of the public transport	H + - 2 h																		
100.	16.	Development and organization of the implementation of measures to improve traffic management in the city, in cooperation with the territorial divisions of the authorized state body in the field of road safety and other relevant services	H + - 2 h																		
101.	17.	Monitoring of bus shelters, making suggestions for the proper condition of the existing and construction of new public transport system to ensure proper operation of public transport (organization of performance of the relevant work in conjunction with the services concerned)	H + - 2 h																		
102.	18.	Acting as a municipal customer on operations and services defined by order by the City Administration	H + - 2 h																		
103.	19.	Development and submission of proposals on restoring the traffic light control system in the city, in cooperation with the territorial divisions of the authorized state body in the field of road safety.	H + - 2 h																		
5. Water supply company "Vodokanal" – Civil Protection water supply service																					
104.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
105.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		

		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
106.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
107.	4.	Ensuring uninterrupted operation by providing functions and services of drinking water supply, sewer system and wastewater treatment to the population, enterprises, organizations and Civil protection units of the city	H + - 2 h																	
108.	5.	Organization and control of activities on the water supply from all types of water sources	H + - 2 h																	
109.	6.	Managing the implementation of measures to ensure the safety of hydro technical structures	H + - 2 h																	
110.	7.	Provision of services for maintenance of in-water supply and sewerage networks in apartment buildings	H + - 2 h																	
111.	8.	Organization and carrying out activities to protect water sources	H + - 2 h																	
112.	9.	Implementation of early recovery, reconstruction and modernization of water supply and sewerage networks and facilities which are in municipal ownership of the city	H + - 2 h																	
6. Enterprise "Severelectro" - Civil Protection power supply service																				
113.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
114.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
115.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
116.	4.	Power supply of the civil protection measures during the rescue and other emergency operations	H + - 2 h																	
117.	5.	Ensuring uninterrupted operation by providing functions in the field of purchasing services, transportation, distribution and sale of electricity`	H + - 2 h																	
118.	6.	Repair-operational and operational maintenance of electric distribution networks with voltage kV 35-10-6-0,4	H + - 2 h																	
119.	7.	Providing dispatching and process communication, telemetry channels, technical operation of linear-cable constructions used for controls channels	H + - 2 h																	

120.	8.	Repair transformers, pulping resins and mastics, winding transformers, manufacturing of metal needed to produce	H + - 2 h																	
121.	9.	Provision of services for the leasing special engineering units, renting overhead power line poles for the fiber suspension cable operators	H + - 2 h																	
7. Enterprise "Teploset" – Civil Protection public technical service																				
122.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
123.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 %) (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
124.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
125.	4.	Ensuring uninterrupted operation by providing functions and services in the field of purchasing, distribution and sale of thermal energy in the form of steam and hot water, line maintenance and repair of heating systems, intra-house heating and hot water supply of residential houses, the implementation of actions necessary to safety of persons and objects, as well as to continue heating	H + - 2 h																	
126.	5.	Ensuring the reliability and safety of operation of thermal power facilities in accordance with current standards and regulations	H + - 2 h																	
127.	6.	Carrying out electrical installation, construction, plumbing, adjustment, adjustment work on heating systems and heat	H + - 2 h																	
128.	7.	Mounting, calibration, inspection, repair of electrical instrumentation and automation control over the work of thermal energy meters	H + - 2 h																	
129.	8.	Analysis of water quality control for corrosive state of heating water piping, heat conducting networks tests (hydraulic, thermal), repair, assembly, disassembly cast iron radiators	H + - 2 h																	
130.	9.	Carrying out repairs inside apartment building structures and engineering equipment houses, installation of a counting and measuring instruments, repair utilities, elimination of failures of structures and utilities of houses	H + - 2 h																	
131.	10.	Sanitary cleaning of houses and adjacent territories, the organization of workshops, shop floors for restoration of engineering equipment and spare parts, transportation services, transportation of passengers and cargo, motor transport service content, service station	H + - 2 h																	
132.	11.	Purchase of fuel and lubricants, the organization and operation of filling stations of different kinds	H + - 2 h																	
133.	12.	Production and distribution of building materials, the organization of storage facilities	H + - 2 h																	

8. Health Department of the City Administration – Civil Protection Medical Service														
134.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m											
135.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)												
		30 %	H + 40 m											
		60 %	H + 2 h											
		75 %	H + 6 h											
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h											
136.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h											
137.	4.	Ensuring uninterrupted operation in providing all types of medical assistance to the affected population for quickly restoration of the people health, their return to work, reducing disability and death	H + - 2 h											
138.	5.	Managing on establishment of reserve of medical equipment and medical supplies for the units and establishments of the medical service of Civil Protection	H + - 2 h											
139.	6.	Carrying out of sanitary-hygienic and anti-epidemic measures to prevent the occurrence and spread of infectious diseases; provision of sanitary welfare of the population and the elimination of the adverse health consequences of emergencies	H + - 2 h											
140.	7.	Implementation of a set of measures to equip the departments and municipal health care organizations material and technical resources	H + - 2 h											
141.	8.	Control the city health organizations, municipal buildings and facilities, material and technical condition of municipal infrastructure	H + - 2 h											
142.	9.	Monitoring of timely renovations of municipal buildings, facilities and communications, complying with the requirements of fire safety	H + - 2 h											
143.	10.	Providing municipal ambulance transport, fuels and lubricants	H + - 2 h											
144.	11.	Monitoring the operation, the implementation of financial support, maintenance and repair of ambulance transport	H + - 2 h											
145.	12.	Organization of tendering for procurement of material and technical resources for the needs of the structural divisions of Department	H + - 2 h											
146.	13.	Implementation of timely financing of allowances from the local budget for the payment of allowances to health workers	H + - 2 h											
147.	14.	Engagement additional funding to improve the logistical support and city municipal health infrastructure	H + - 2 h											
9. Municipal Property Management Department of the City Administration – Civil Protection asylum and shelters service														

148.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
149.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
150.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
151.	4.	The solution of the tasks of operation and maintenance of protective structures in readiness to receive people, the organization of timely repair and restoration of shelters and asylum	H + - 2 h																		
152.	5.	Ensuring uninterrupted operation on providing functions and services on creation, maintenance and improvement of an automated information management system, in the following areas: <ul style="list-style-type: none"> ▪ electronic document management system; ▪ Accounting of city property objects; ▪ The electronic register of municipal property in the city 	H + - 2 h																		
153.	6.	Carrying out a register of real estate, belonging to the municipal property of the city	H + - 2 h																		
154.	7.	Securing the municipal property of the city in economic management, operational management, fixed-term (temporary), uncompensated use	H + - 2 h																		
155.	8.	Organization of the operation on independent evaluation of the city property value	H + - 2 h																		
10. Housing and Communal Department of the City Administration – Civil Protection Communal and Technical Service																					
156.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
157.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
158.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with	H + - 2 h																		

		their assigned job responsibilities, functions and powers																	
159.	4.	Organization and coordination of measures for the collection and compilation of information about the disaster, assessment and analysis of the current situation in the subordinate facilities of public utility	H + - 2 h																
160.	5.	Organization and coordination of measures to save life and health, the preservation of material and cultural values, localization and suppression of the hot spots of the damaging effects, prevention of secondary factors, a decrease in the scale of the damage and losses on subordinated objects of housing and communal services	H + - 2 h																
161.	6.	Organization and coordination measures for the timely satisfaction of the vital needs of priority in the sphere of housing and communal services and environmental systems	H + - 2 h																
162.	7.	Ensuring reliable, efficient functioning and development of housing, heat networks, water-gas-power supply, drainage, land improvements, landscaping and maintenance of sanitary cleaning and treatment of municipal solid waste	H + - 2 h																
163.	8.	Implementation of the co-ordination activities of organizations and enterprises providing public utilities and performing municipal order, regardless of their form of ownership and management forms	H + - 2 h																
164.	9.	The formation, placement and control of implementation of services by the decision of local city authorities (municipal order)	H + - 2 h																
165.	10.	Control the limit energy consumption by budget organizations and the development of measures for their rational use	H + - 2 h																
166.	11.	Providing methodological and consultative assistance in the field of housing and communal services, consumer protection for a utility services in compliance with the requirements of the standards and norms of consumption	H + - 2 h																
167.	12.	Implementation of measures for energy efficiency and resource conservation in municipal buildings	H + - 2 h																
11. Capital Construction Department of the City Administration – Civil Protection Engineering, Road and Bridge Service																			
168.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																
169.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H + 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
170.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
171.	4.	Keeping carriageway condition, an increase in capacity of evacuation routes	H +																

			- 2 h																
172.	5.	Repair and rehabilitation of roads and bridges used for activities of civil protection	H + - 2 h																
173.	6.	Organization and carrying out engineering reconnaissance and lesions	H + - 2 h																
174.	7.	Engineering equipment evacuation point, embarkation, disembarkation of the evacuated population and the location of areas of civil protection forces	H + - 2 h																
175.	8.	Engineering support of activities of the Civil Defense Forces during the emergency, rescue and other emergency operations in the lesions, in the aftermath of accidents, catastrophes and natural disasters	H + - 2 h																
176.	9.	Ensuring uninterrupted operation on providing functions and services to the customer-builder and technical supervision of capital construction and reconstruction, major repair and restoration of buildings, roads, housing and public utilities and community facilities	H + - 2 h																
177.	10.	Implementation of the functions of a single customer for the demolition of buildings associated with the construction and reconstruction, capital repair and restoration of objects	H + - 2 h																
12. Gas Facility "GAZ" – Civil Protection Gas Supply Service																			
178.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																
179.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H+ 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
180.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
181.	4.	Ensuring uninterrupted operation on providing functions in the field of gas supply services	H + - 2 h																
182.	5.	Planning and carrying out of organizational and technical measures on stability of gas networks, training of civil organizations of Civil Protection on repair and restoration of gas networks	H + - 2 h																
13. Municipal Enterprise "Tazalyk" – Civil Protection Special Treatment Service																			
183.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																
184.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																	
		30 %	H + 40 m																

		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
185.	3.	Organization and coordination measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
186.	4.	Ensuring uninterrupted operation on providing functions and services in the field of public services on sanitary cleaning of city territory, operation and maintenance of improvements, roads, external landscaping elements, trapping and shooting of stray animals by municipal order, as well as activities for the collection, removal and disposal of solid household waste at the expense of the population and economic entities of the capital	H + - 2 h																	
187.	5.	Sanitary cleaning of city streets, roads, pavements, squares	H + - 2 h																	
188.	6.	Maintenance of irrigation networks, streets, squares, historical and cultural monuments, the road network, overpasses pedestrian crossings, bridges, public transport	H + - 2 h																	
189.	7.	Shooting, catching stray dogs and cats, the pickup of the bodies of animals, disposal of carcasses of stray animals in the cattle cemetery, burning the corpses of stray animals in the crematorium and burial of environmental waste in cattle cemetery	H + - 2 h																	
190.	8.	Dismantling, demolition of capital construction objects such as lightweight and lightweight structures	H + - 2 h																	
191.	9.	Sanitation, organization of cleaning and maintenance and care of green areas, flower beds, flower beds, watering the aqueduct, shrubs and trees	H + - 2 h																	
192.	10.	Provision services on a contract basis, including the collection, transport and disposal of solid waste to individuals and legal entities	H + - 2 h																	
193.	11.	Maintenance and reclamation of urban refuse pit	H + - 2 h																	
14. City Development Agency – Civil Protection Logistics Service																				
194.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
195.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
196.	3.	Organization on providing logistical support of civil protection units to carry out rescue and other emergency operations	H + - 2 h																	

197.	4.	Ensuring uninterrupted operation on providing functions and services in the field of formation of a common policy of strategic planning and forecasting of socio-economic development of the city	H + - 2 h																	
15. Trade Management Department of the City Administration – Civil Protection Trade and Food Service																				
198.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
199.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
200.	3.	Providing hot meals, food and clothing belongings of the first necessity to personnel of civil protection units and the affected population during rescue, restoration and other urgent operations	H + - 2 h																	
201.	4.	Ensuring uninterrupted operation on providing functions and services in the field of trade, services and consumer protection	H + - 2 h																	
16. City Trolleybus Management Department																				
202.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
203.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
204.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
205.	4.	Ensuring uninterrupted operation on providing motor transport for evacuation, transportation of people and cargo via trolleybuses	H + - 2 h																	
17. Specialized installation and operational Department of MIA																				
206.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
207.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas,																		

		emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
208.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
209.	4.	Ensuring uninterrupted operation on providing functions and services in the field of implementation, installation and maintenance of technical equipment and control systems for automated traffic management (traffic lights, road signs, road marking lines)	H + - 2 h																	
18. Municipal Enterprise "Passenger motor transport enterprise"																				
210.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
211.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
212.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
213.	4.	Ensuring uninterrupted operation on providing functions and services to provide needs of individuals and legal entities in road transport, improving the transport process of the unified scientific-technical policy in the field of passenger transport, improving the quality of transport services, the organization of transportation process technology, ensuring safe traffic conditions	H + - 2 h																	
214.	5.	Transportation of passengers and baggage through approved routes, schedules and timetables, and other motor service station maintenance of organizations and citizens	H + - 2 h																	
215.	6.	Free transportation of socially vulnerable groups of the population, old-age pensioners, persons with disabilities I, II, III groups, general illness and work injury, persons with disabilities from childhood, children under the age of 7 years, postmen of the State enterprise of postal communication "Pochtasy" in the performance of their duties, followed by a subsidy from the city budget in the form of lost revenues	H + - 2 h																	
216.	7.	Maintaining in good technical condition, maintenance and repair of rolling stock, equipment, buildings and structures, run by the enterprise	H + - 2 h																	

217.	8.	Ensuring traffic safety and the prevention of road accidents involving jurisdictional rolling stock	H + - 2 h																		
218.	9.	Participation in the formation of the route network of municipal buses, development of proposals for its optimization	H + - 2 h																		
19. Municipal enterprise "Teploenergo" of the City Administration																					
219.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
220.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
221.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
222.	4.	Ensuring uninterrupted operation on providing functions and services in the field of thermal energy production and implementation of the functions and services (for heating and hot water) to the population, institutions of public education, health care, industrial and commercial enterprises.	H + - 2 h																		
223.	5.	Commissioning and operation of thermal networks, production, installation and commissioning works on the boiler economy objects and heat networks	H + - 2 h																		
224.	6.	Provision of technical, motor, household, municipal services to enterprises and households	H + - 2 h																		
225.	7.	Implementation of measures for rational use of fuel, energy and material resources, reduce the cost of heat generation.	H + - 2 h																		
20. Call-Center - Emergency response service of the City Administration																					
226.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
227.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		

228.	3.	Informing the City Administration management of current city life situation in all spheres (municipal, housing, legal, financial, social, trade, communication, transport, health, education, culture, landscaping, etc.)	H + - 2 h																		
229.	4.	Coordination of interaction of all urban services, organizations, enterprises and institutions, located in the city, on which depend the conditions of life of the city	H + - 2 h																		
230.	5.	Assistance at operational interaction of urban services and the feedback of the city authorities with a population of the city	H + - 2 h																		
231.	6.	Involving to restore order and eliminate accidents the emergency engineering, law enforcement and other services, regardless of their affiliation and ownership	H + - 2 h																		
21. Municipal Enterprise "Zelenhoz"																					
232.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																		
233.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
234.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
235.	4.	Ensuring uninterrupted operation on providing functions and services in the field reliable and efficient operation of hydro technical constructions, irrigation channels and networks, improve the ecological environment, construction, reconstruction, repair and maintenance of landscaping facilities	H + - 2 h																		
236.	5.	Maintenance and repair of the main irrigation channels, wells for irrigation, drainage networks, hydro technical constructions, protection dams on the rivers Alamedin and Alaarcha, repair of the main channels and wells	H + - 2 h																		
237.	6.	Receipt and distribution of the irrigation water, the control of its use	H + - 2 h																		
238.	7.	Renovation and construction of urban hydro-technical constructions, drainage networks, irrigation channels and networks in conjunction with the works on gardening and landscaping	H + - 2 h																		
239.	8.	Sanitary felling old growth, dead, dieback and emergency trees	H + - 2 h																		
240.	9.	Maintenance of landscape management (parks, boulevards, parks, ponds, recreational areas, etc.), restoration and repair of garden furniture (attractions, benches, pavilions, playgrounds, shooting ranges, water stations and others.)	H + - 2 h																		
22. Municipal bakery of the City Administration																					

241.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
242.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
243.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
244.	4.	Ensuring uninterrupted operation on providing functions and services in the field of production, procurement, storage, processing, delivery and sale of bread and bakery products, as well as the packaging and sale of soft drinks to the population through retail outlets	H + - 2 h																	
245.	5.	Provision to social facilities and institutions, as well as the poor and the vulnerable groups of people of bakery and confectionery products	H + - 2 h																	
23. Department for public-private management of capital construction of the City Administration																				
246.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
247.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
248.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
249.	4.	Ensuring uninterrupted operation on providing functions and customer services and technical supervision in the field of design and construction of housing and public utilities, utilities and roads, as well as community facilities in the areas of individual housing construction (buildings)	H + - 2 h																	
24. Municipal Enterprise "Sanitary landfill"																				
250.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	

	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
251.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
252.	4.	Ensuring uninterrupted operation by providing functions and services in the field of sorting waste production and consumption, to return the waste to the economic turnover	H + - 2 h																	
253.	5.	Coordination, management, monitoring and evaluation of all aspects of the project for the integrated segment to solid waste management in the city	H + - 2 h																	
25. Center of State Sanitary and Epidemiological Surveillance, Ministry of Health																				
254.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
255.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
256.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
257.	4.	Ensuring uninterrupted operation on providing functions and services in the field of sanitary and epidemiological surveillance	H + - 2 h																	
258.	5.	Conducting virological, sanitary, bacteriological, parasitological laboratory studies	H + - 2 h																	
259.	6.	Carrying out disinfection operations by the request of individuals and legal entities on a voluntary basis	H + - 2 h																	
26. City disinfection station for preventive disinfection																				
260.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	

261.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
262.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
263.	4.	Ensuring uninterrupted operation on providing functions and services in the field of needs of the population in the disinfection and prevention services	H + - 2 h																	
264.	5.	Carrying out disinfection measures for city areas	H + - 2 h																	
27. Sanitary and ecological inspection																				
265.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
266.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
267.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
268.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of regulation affairs of land improvement, sanitary maintenance and cleaning of adjacent designated and secured areas, including municipal order, cleanliness and order in the city, as well as the collection and removal of debris to all legal entities and individuals, located in the city, regardless of ownership	H + - 2 h																	
28. Agency for funeral services																				
269.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, emergency zones)	H + 05-30 m																	
270.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, emergency zones)																		
		30 %	H + 40																	

			m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
271.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
272.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of the burial of the dead people, rootless, unclaimed corpses, bio waste, of various funeral services, production of ritual products as well as maintenance, repair and maintenance services of ritual objects	H + - 2 h																		
273.	5.	Registration of all documents for the transportation and burial of the dead people	H + - 2 h																		
29. Land Resources Department of the City Administration																					
274.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																		
275.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
276.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
277.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of management and disposal of municipal land of the city	H + - 2 h																		
30. Social Development Department of the City Administration																					
278.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																		
279.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		

		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
280.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
281.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of targeted social assistance to vulnerable groups of people	H + - 2 h																
282.	5.	The development and introduction of new types of social services in the city	H + - 2 h																
283.	6.	Control the work of structural units of social assistance and social services to families and children in difficult life situations	H + - 2 h																
284.	7.	Implementation of measures to prevent trouble, domestic violence, provision of social services to families and children in difficult life situations	H + - 2 h																
31. Education Management Department of the City Administration																			
285.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																
286.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																	
		30 %	H + 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
287.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
288.	4.	Organization and coordination of measures on the collection and compilation of information about the disaster, evaluation and analysis of the situation and socio-economic disaster consequences in educational institutions of the city	H + - 2 h																
289.	5.	Organization and coordination of measures to save life and health, the preservation of material and cultural values, localization and suppression of the focuses of the damaging effects, prevention of secondary factors, a decrease the scale of the damage and losses in educational institutions of the city	H + - 2 h																
290.	6.	Organization and coordination measures for the timely provision of the primary vital needs to educational institutions, as a water, heat, electricity, food, daily necessities, health care, utilities, transportation, information, education and other services	H + - 2 h																
291.	7.	Ensuring the uninterrupted operation on providing functions and services in the field of organization and support of the educational process	H + - 2 h																
32. Department of Culture of the City Administration																			
292.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of	H +																

		employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	05-30 m																		
293.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
294.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
295.	4.	Organization and coordination of measures for the collection and compilation of information about the disaster, elucidation, evaluation and analysis of the situation and socio-economic consequences of emergency situations in the subordinated institutions	H + - 2 h																		
296.	5.	Organization and coordination of measures to save life and health, the preservation of material and cultural values, localization and suppression of the focuses of the damaging effects, prevention of secondary factors, a decrease the scale of the damage and losses in the subordinated institutions	H + - 2 h																		
297.	6.	Organization and coordination measures for the timely provision of the primary vital needs to subordinated institutions as a water, heat, electricity, food, daily necessities, health care, utilities, transportation, information and other services	H + - 2 h																		
33. City Financial Management Department																					
298.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																		
299.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																			
		30 %	H + 40 m																		
		60 %	H + 2 h																		
		75 %	H + 6 h																		
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																		
300.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																		
301.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of financial management, and active use of funds for the purpose of localization and elimination of disaster consequences, rescue and other emergency operations	H + - 2 h																		
302.	5.	Taking measures to ensure the timely and full receipt of all types of income, provided for in the city	H +																		

		budget, economical use of budgetary funds	- 2 h																	
303.	6.	Recovery and rehabilitation of the financial sector of the economy of the city and economic planning of revenues and expenditures of the consolidated budget of the city	H + - 2 h																	
34. City Department of the Ministry of Youth, Labor and Employment																				
304.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																	
305.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
306.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
307.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of labor, migration, employment, including youth and social support of the unemployed.	H + - 2 h																	
308.	5.	Ensuring uninterrupted consulting on the labor market in the relevant territory, on changing jobs, according to the legislation on labor and employment, the availability of vacant jobs (positions), payment and other working conditions	C Ч + - 2 ч																	
35. Municipal Enterprise "GorSvet"																				
309.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																	
310.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
311.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
312.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of operation of outdoor lighting networks services: changing bulbs, emergency repairs of networks, implementation of orders, timely fault in electrical networks of exterior lighting in the city	H + - 2 h																	

36. Municipal Enterprise "Gorlift"														
313.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m											
314.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)												
		30 %	H + 40 m											
		60 %	H + 2 h											
		75 %	H + 6 h											
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h											
315.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h											
316.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of proper maintenance of elevators services	H + - 2 h											
37. Land Management and Construction Department of the City Administration														
317.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m											
318.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)												
		30 %	H + 40 m											
		60 %	H + 2 h											
		75 %	H + 6 h											
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h											
319.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h											
320.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of use of buildings and land, exclusion and detection of unauthorized occupation of municipal land, including for individual construction, control safety and the intended use of municipal buildings and land, exemption of municipal buildings and land from illegal use	H + - 2 h											
38. State Tax Service Department														
321.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m											

322.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
323.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
324.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of control of tax levy, insurance fees and other mandatory payments to the budget and control the completeness and timeliness of payment, control of government regulation and the production and / or turnover of ethyl alcohol, alcohol and alcohol-containing products	H + - 2 h																	
39. City Prosecutor's office																				
325.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																	
326.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																		
		30 %	H + 40 m																	
		60 %	H + 2 h																	
		75 %	H + 6 h																	
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																	
327.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																	
328.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of supervision over the strict and uniform observance of laws by the executive authorities, local governments and their officials	C Ч + - 2 h																	
40. City Court																				
329.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																	
330.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																		
		30 %	H + 40 m																	

		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
331.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
332.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of revision have not entered into legal force of judicial acts of first instance courts of appeal and cassation, on newly discovered facts,	H + - 2 h																
333.	5.	Record keeping, study and generalization of judicial practice, taking into account the movement of cases and the timing of their consideration in court	H + - 2 h																
334.	6.	Storing the court's records, maintaining judicial statistics	H + - 2 h																
41. Department of Justice																			
335.	1.	Organization and carrying out emergency actions to alert, inform, gather and ensure arrival of employees and the personnel to their workplaces (offices, control centers, designated areas, disaster zones)	H + 05-30 m																
336.	2.	Gathering and arrival of personnel to their workplaces (offices, control centers, designated areas, disaster zones)																	
		30 %	H + 40 m																
		60 %	H + 2 h																
		75 %	H + 6 h																
		100 % (by appointment or set in place the missing or retired - new employees and workers)	H + 24 h																
337.	3.	Organization and coordination of measures on localization and elimination of disaster consequences, carrying out rescue and other emergency operations in subordinated facilities in accordance with their assigned job responsibilities, functions and powers	H + - 2 h																
338.	4.	Ensuring the uninterrupted operation on providing functions and services in the field of legal regulation of services in the current field of activity, the implementation of the rights and freedoms of individual and citizen.	H + - 2 h																