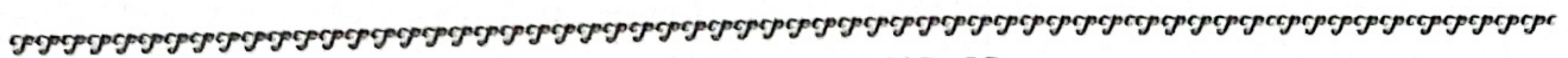




Republic of the Philippines
MUNICIPALITY OF QUEZON
Province of Quezon
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OFFICE OF THE MUNICIPAL MAYOR



EXECUTIVE ORDER NO. 03

Series of 2021

**REORGANIZATION OF THE MUNICIPAL DISASTER RISK
REDUCTION AND MANAGEMENT COUNCIL**

WHEREAS, it shall be the policy of the state to uphold the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to disasters, strengthening the country's institutional capacity for disaster risk reduction and management and building the resilience of local communities to disasters including climate change impacts;

WHEREAS, Republic Act No. 10121 and its implementing Rules and Regulations directed provides for the development of policies and plans and the implementation of actions and measures pertaining to all aspects of disaster risk reduction management, including good governance, risk assessment and early warning, knowledge building and awareness raising, reducing underlying risk factors, and preparedness for effective response and early recovery.

WHEREAS, the Local Government Units are directed by RA No. 10121 to organize their Local Disaster Risk Reduction and Management Council and the report on the establishment of Local Risk Reduction and Management Office in their area of responsibility.

NOW THEREFORE, I, MA. CARIDAD P. CLACIO, Municipal Mayor, this municipality, virtue of the powers vested in me by the Local Government Code of 1991, and other existing laws, do hereby order.

Section 1. Reorganization of the Municipal Disaster Risk Reduction and Management Council: The Municipal Disaster Risk Reduction and Management Council shall be reorganized of the following:

Chairman: Ma, Caridad P. Clacio, Municipal Mayor
Members: Coun. Zaldy B. Bayan, SB Chair on Environmental Protection
Coun. Maribal A. Lamad Reid, SB Chair. Comm. on Appropriation
Coun. Mar E. febrer, SB Chair Comm on Transportation
Coun. Alejandro S. Clacio, PPLB President
Coun. Briene L. Flores, SKF President
Ms. Laurice Pia O. Arandela, MLGOO
PCPT Felix P Evidor, Jr., Chief of Police
Dr. Jeremiah Carlo V. Alejo, MHO
Engr. Drexler O. Oliveros, ME/ OIC-MPDC
Ms. Mary Rose O. Panol, MAO
Ms. Irma R. Barretto, MSWDO
Mr. Raywuel V. Escolano, MENRO-Designate
Ms. Felicidad M. Oliveros, MBO
Mr. Jeffrey M. Paclibon, Acting Municipal Treasurer
Ms. Jocelyn A. Sisperez, Municipal Accountant
Mr. John Lemuel B. Lerum, Secretary to the SB
SFO1 Francis Marsar E. Oliveros, BFP-OIC
Ms. Arcele A. Clacio, BHW- President
Mr. Marcelo P. Platino, Business Sector
Mr. Delfin C. Dael, Farmer's Association
Mr. Domingo P. Pancipane, KABALIKAT CIVICOM
Mr. Maximo O. Luna, Jr., GSO-Designate
Mr. Jhon Errol D. Sisperez, LDRRMO II
Mr. Nolan L. Santoalla, PSDS
Mr. Cleto L. Ramos, Religious Sector
Mr. Fernando L. Labrada, MBA President

Section 2. The MDRRMC shall be the policy making body. The functions and duties are as follows.

A. STAFF ELEMENTS AND FUNCTIONS

1. Intelligence and Disaster Analysis Unit

Chairman : PNP-QMPS Chief of Police
Member : PNP Personnels

- a. Evaluate warning information and advises the members of the municipal/ barangay disaster coordinating council on impending disaster.
- b. Make recommendations on how to prevent disasters from being too destructive and prescribe precautionary measures to minimize effects.
- c. Submit recommendations for allocations of needed resources, and possible declaration of the existence of state of calamity in affected areas.

2. Plans and Operation Unit

Chairman : Ms. Laurice Pia O. Arandela, MLGOO
: Engr. Drexler O. Oliveros, MPDC

- a. Determine courses of action to be taken on the recommendation of the IDAU.
- b. Determine the type and number of operating terms to be utilized in the disaster area.
- c. Recommendations implementation of the existing plans
- d. Maintain and/or supervise the program of operations and the necessary of utilizing additional teams
- e. Assist in monitoring of disaster situation

3. Resources/Supplies Unit

Chairman : Acting Municipal Treasurer
Members : All Female Municipal, Provincial and National Employees

a. Undertake survey if possible, stockpile urgent items needed in helping the victims of Disasters as well as gather necessary statistics on resources such as:

1. Food-rice, meat, vegetables, fish, canned goods, milk and other Grocery items
2. Clothing, beddings, footwear
3. Medical supplies
4. Emergency lighting and cooking facilities
5. Equipment/ gears for emergency disaster operations
6. Rehabilitation materials such as lumber, roofing, hardware, seedling, livestock and fingerlings.

b. Establish memorandum of agreement with accredited dealers/ stores to make available of their stocks for the release of calamity funds to reimburse cost of the goods.

c. Solicit donations and contributions that may be used to ameliorate the disaster sufferers.

B. OPERATING TEAMS AND FUNCTIONS

1. Medical Services – Provide medical treatment to disaster victims.

Chairman : Dr. Jeremiah Carlo V. Alejo MHO
Members : Ms. Ayra Diana D. Cantos PHN
All RHU staff
All Barangay Health Workers

2. Evacuation Services – In coordination with the Transportation and Rescue Services, evacuate the endangered inhabitants and prepare facilities at the designated evacuation Centers to house the evacuees.

Chairman : PNP-QMPS Chief of Police
Members : RHU Personnels
All School Heads
All Barangay Captains
All Barangay Tanods

3. Relief and Rehabilitation Services- care for homeless, evacuees and distressed. Arrange for registration of victims and provide their immediate needs such as food, clothing, bedding, medical assistance, and rehabilitation.

Chairman : Ms. Irma R. Barretto, MSWDO
Members : All Day Care Workers
All barangay Captains

4. Rescue and Recovery – provide teams to save lives by getting people out of the trapped buildings, endangered floods or fire, and trapped/ isolated victims.

Chairman :Municipal Fire Marshall
: All BFP Personnels
PNP Personnels
All Barangay Captains
All Emergency Response Team (ERT)

5. Emergency Transportation Services- provide land and water transportation vehicles/ boats for evacuating disaster victims and hauling of relief goods to disaster areas.

Chairman : SB Chair., Com. On Transportation
Members : All Members of Motor Boat Association
All Jeepney and tricycle Operators

6. Communication and Warning Services – Provide, operate and maintain continuous warning And communication system throughout the period of impending and existing disaster emergencies. Warn people of coming disaster such as an approaching typhoon under Signal No. 1 and up.

Chairman : PNP –QMPS Chief of Police
Members :BFP
SB Secretary
KABALIKAT CIVICOM

7. Emergency Engineering and Damage Control Services – Attend to typhoon damages and other destructions by calamity, determine its extent, and provide teams to remove obstructions such as fallen trees, electric poles, damaged water supply and bridges; determine damaged to infrastructures and agricultural crop;

Chairman : Engr, Drexler O. Oliveros, Municipal Engineer
Members : Mr. Paul Gerald B. Isla, Engineering Assistant
Ms. Mary Rose O. Panol, MAO
Mr. Alberto O. Parale, Engineering Assistant
QUEZELCO

8. Police/Security Services- Maintain law and order in disaster areas such as prevention of looting and other acts of lawlessness; put out fires, and inspects possible damages to electrical installations of households which might become source of fire outbreak.

Chairman :PNP Chief of Police
Members : All PNP Personnels
All Barangay Tanods

9. Fire Brigade Services

Chairman : Municipal Fire Marshall
Members : All BFP Personnels
All Barangay Tanods
All Fire Brigade Volunteers

Section 3. Creation of the Office of Municipal Disaster Risk Reduction and Management. The MDRRMO shall be composed of the ff. persons:

Mr. Jhon Errol D. Sisperez	LDRRMO II
Mr. John Vincent M. Valencia	MDRRM Staff (CBDRRM Trainer)/ERT Member
Mr. Ryan Credo	MDRRM Staff (CBDRRM Trainer)/ERT Member
Mr. Jhon Alfred Sisperez	MDRRM Staff (CBDRRM Trainer)/ERT Member
Mr. Allan Kevin P. Domngo	Driver
Mr. Joseph Barretto	CBDRRM Trainer
Mr. Marc Vincent M. Macalintal	CBDRRM Trainer
Mr. Ynwl Vergel A. Olpindo	CBDRRM Trainer

Section 4. Duties and Functions. The Local DRRMO shall perform the following functions with impartiality giving the emerging challenges brought by disasters of our times:

1. Design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines;
2. Facilitate and support risk assessments and contingency planning activities at the municipal level;
3. Consolidate municipal disaster risk information which includes hazards, vulnerabilities, and climate change risks, and maintain a local risk map;
4. Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the municipal level;
5. Operate a multi-hazard early warning system, linked to disaster reduction to provide accurate and timely advice to national or local emergency response organizations and to the general public, through diverse mass media, particularly radio, landline communications and technologies for communication with rural communities;
6. Formulate and implement a comprehensive and integrated Local Disaster Risk Reduction and Management Program in accordance with the national, regional and provincial framework, policies on disaster risk reduction in close coordinator with the local development councils;
7. Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the LGUs, CSOs, private groups and organized volunteers, to utilize their facilities and resources for the protection and preservation of life and properties during emergencies in accordance with existing policies and procedures;
8. Prepare and submit to the local sanggunian, through the LDRRM Council and the LDC the annual LDRRM Operational Plan and Budget, the proposed programming of the LDRRMF, other dedicated disaster risk reduction and management resources, and other regular funding sources/s and budgetary support of the LDRRMO/BDRRMC.
9. Identify, assess and manage the hazards vulnerabilities and risks that may occur in their locality;
10. Disseminate information and raise public awareness about those hazards, vulnerabilities and risks, their nature, effects, early warning signs and counter-measures;
11. Identify and implement cost-effective risk reduction measures/strategies;
12. Maintain a database of human resource, equipment, directories, and location of critical infrastructures and their capacities such as hospitals and evacuation centers;
13. Develop, strengthen and operational mechanisms for partnership or networking with the private sector, CSOs, and volunteer groups;
14. Take all necessary steps on a continuing basis to maintain, provide or arrange the provision of, or to otherwise make available, suitably-trained and management in its area;
15. Organize, train, equip and supervise the local emergency response teams and the ACDVs, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed;
16. Respond to and manage the adverse effects of emergencies and carry out recovery activities in the affected area, ensuring that there is an efficient mechanism for immediate delivery of food, shelter, and medical supplies for women and children, endeavor to create a special place where internally- displaced mothers can find help with breastfeeding, feed and care for their babies and give support to each other;
17. Within its area, promote and raise public awareness of and compliance with this act and legislative provisions relevant to the purpose of this Act;
18. Serve as the secretariat and executive arm of the LDRRMC;
19. Coordinate other disaster risk reduction and management activities;
20. Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes;
21. Recommend through the LDRRMC the enactment of local ordinances consistent with the requirements of this Act;


22. Implement policies, approved plans and programs of the LDRRMC consistent with the policies and guidelines laid down in this Act;
23. Establish a Municipal Disaster Risk Reduction and Management Operations Center;
24. Prepare and submit, through the LDRRMC and the LDC, the report on the utilization of the LDRRMF and other dedicated disaster risk reduction and management resources
25. Furnish a copy of the report to the local Commission on Audit (COA), copy furnished the regional director of the OCD and the local Government Operations Officer of the DILG; and
26. Act on other matters that may be authorized by the LDRRMC.

Section 5. Funding Requirement. The Municipal Government shall appropriate the amount of Four Million Three Hundred Forty One Thousand One Hundred Nineteen Pesos and 40/100 (~~P4,341,119.40~~) for the operation and maintenance of the LDRRMO subject to the usual accounting and auditing rules and regulations.

Section 6. Repealing Clause. All prior Executive Orders inconsistent herewith shall be deemed superseded, amended, revised, or modified accordingly by this Order.

Section 7. Effectivity. This Order shall take effect immediately.

DONE in the Municipality of Quezon, Quezon, this 5th day of January 2021.


MA. CARIDAD P. CLACIO
Municipal Mayor