



LGU DISASTER Preparedness Journal

**Checklist of
Minimum Actions
For Mayors**

First Edition (July 2014)

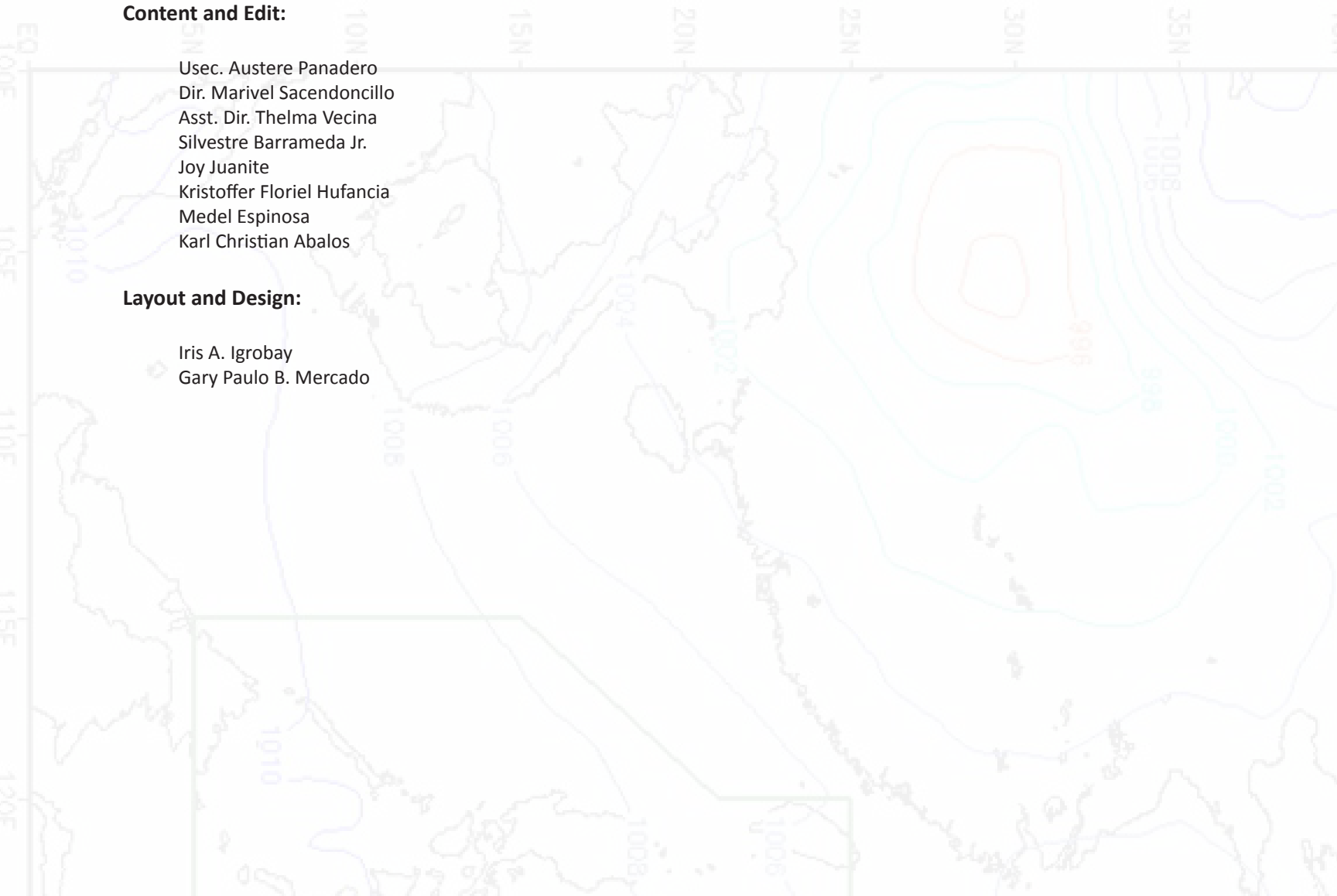
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MESSAGE



The Local Government Units (LGUs) are mandated in Republic Act (RA) 10121 otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010 to ensure the safety and resiliency of communities to face the challenges of disasters. Pursuant to its mandate, the DILG has identified sets of relevant interventions for disaster preparedness that aim to create an enabling environment for local government units to further develop their capacities towards mitigating the adverse impacts of disasters and climate change. These initiatives are offered in the form of skills-building, technical support, policies and training for all LGUs to be at the forefront of the community's initiative to adapt, mitigate risks, prepare and recover from disasters.

To usher the preparedness of local communities in the event that typhoons and floods occur, the DILG presents this checklist as a guide for LGU action. This was developed through a series of consultation activities attended by various local government units, national government agencies, civil society organizations, the academe and the private sector. It is anchored in the NDRRMC's thematic area on disaster preparedness; and presents a minimum set of critical actions that suggests a coordinated, systematic and anticipatory response once weather disturbance advisories and alerts from the scientific community have been raised.

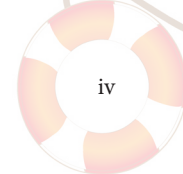
This checklist may be used by the Mayor as a tool for policy decisions, strategic action formulation and assessing the local government's preparedness. This checklist further proposes early strategic and operational actions across time to serve as a reminder that disaster preparedness should be a way of life for all our communities. The principles behind these sets of actions are based on necessity, practicability, efficiency and efficacy.

We therefore encourage all local governments to maximize the use of this checklist as we pursue for disaster resilient and climate change adaptive communities.

Mabuhay ang mga pamahalaang lokal!


MAR ROXAS

Secretary and
Chairperson, LGA Board of Trustees



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This LGU Disaster Preparedness Journal: Checklist of Minimum Actions for Mayors was developed through a series of consultation activities attended by various local government units, national government agencies, civil society organizations, the academe and the private sector.

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TABLE OF CONTENTS

CONTENT	PAGE
I. Introduction	2
II. Framework	4
III. Glossary of Terms, Acronyms and Abbreviations	5
IV. Checklist	7
<i>A. Early Preparedness Actions</i>	7
1. <i>Overview: DRRM Action Flow for Early Preparedness</i>	8
2. <i>Systems and Structures</i>	9
3. <i>Policies and Plans</i>	10
4. <i>Competency</i>	12
5. <i>Tools and Equipment</i>	13
<i>B. Critical Period Actions</i>	15
1. <i>Overview: DRRM Action Flow During the Critical Period</i>	16
2. <i>Day -6</i>	17
3. <i>Day -5</i>	21
4. <i>Day -4</i>	23
5. <i>Day -3</i>	25
6. <i>Day -2</i>	27
7. <i>Day -1</i>	31
8. <i>Day 0</i>	33
9. <i>Day +1</i>	35
V. Annexes	37
VI. Directory	52

INTRODUCTION

ROLE OF THE MAYOR IN DISASTER MANAGEMENT

The Mayor is mandated by RA 7160 or the Local Government Code of 1991 “to carry such emergency measures as may be necessary during and in the aftermath of man-made and natural disasters and calamities.” Meanwhile, RA 10121 or the Disaster Risk Reduction and Management (DRRM) Act of 2010 (Sec. 11, a) states that the Mayor shall chair the Local Disaster Risk Reduction Risk Management Council (LDRRMC*) which has the following functions (Sec. 11, b):

1. *Approve, test, monitor, review and evaluate the implementation of the LDRRMPs;*
2. *Ensure the integration of disaster risk reduction and climate change adaptation into local development plans;*
3. *Recommend the implementation of forced or pre-emptive evacuation of local residents; and*
4. *Convene the local council once every three (3) months or as necessary.*

The council’s functions and the Mayor’s management roles (*organizing, directing, planning and budgeting*) are the assumptions in making this checklist of actions. But this does not mean exclusivity of tasks – the tasks in this checklist may be considered minimum and may be further localized. There may be tasks that have to be done due to geographic location, unique vulnerabilities and risks of a particular Local Government Unit (LGU). We can also factor-in financial capability and resource availability for some communities but, this is not a hindrance to innovate despite some limitations in resources.

THE MAYOR AND THE DRRM OFFICE

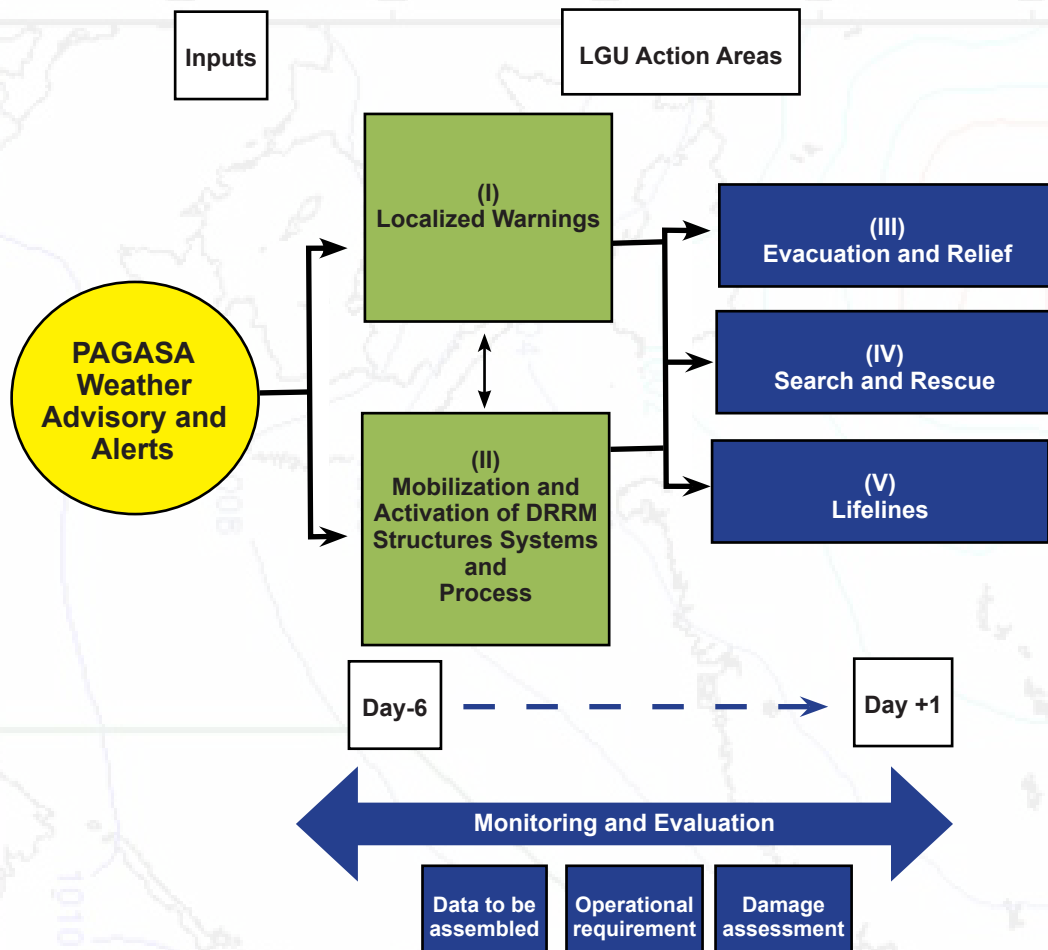
The Mayor is not expected to do disaster management alone. The DRRM Act provides a specialized support unit for the Mayor through the Local DRRM Office or the LDRRMO (Sec. 12, b) to wit:

...shall be under the office of the governor, city or municipal mayor, and the punong barangay in case of the BDRRMC. The LDRRMOs shall be initially organized and composed of a DRRMO to be assisted by three (3) staff responsible for: (1) administration and training; (2) research and planning; and (3) operations and warning. The LDRRMOs and the BDRRMCs shall organize, train and directly supervise the local emergency response teams and the Accredited Community Disaster Volunteers (ACDV).

It is then essential that this office is created for the purpose intended. A core unit like the LDRRMO is critical in carrying-out the actions and mobilizing the various units. This shall also serve as the focal monitoring center for all DRRM activities and shall act as the skeletal force needed in DRRM. But again, the LDRRMO is only the minimum – there may be various groups (private organizations and volunteers in the LGU that may help as well.



LGU PREPAREDNESS ACTION FLOW



GLOSSARY OF TERMS, ACRONYMS AND ABBREVIATIONS

A

- AFP - Armed Forces of the Philippines
- AIP - Annual Investment Plan

B

- BDRRMC - Barangay Disaster Risk Reduction and Management Council
- BFP - Bureau of Fire Protection
- BJMP - Bureau of Jail Management and Penology
- (DILG) BLGD - Bureau of Local Government Development
- (DILG) BLGS - Bureau of Local Government Supervision
- Brgy./Brgys. - Barangay/s

C

- CBDRRM - Community-Based Disaster Risk Reduction and Management
- CCA - Climate Change Adaptation
- CCC - Climate Change Commission
- CDV - Community of Disaster Volunteers
- C/MHO - City/Municipal Health Officer

D

- DA - Department of Agriculture
- DepEd - Department of Education
- DILG - Department of the Interior and Local Government

- DND - Department of National Defense
- DOE - Department of Energy
- DOH - Department of Health
- DPWH - Department of Public Works and Highways
- DSWD - Department of Social Welfare and Development
- DTI - Department of Trade and Industry

E

- EO - Evacuation Center
- EO - Executive Order
- EOC - Emergency Operation Center

I

- ICS - Incident Command System

L

- LCCAP - Local Climate Change Action Plan
- LCC - Local Chamber of Commerce
- LDRRMC - Local Disaster Risk Reduction and Management Council
- LDRRMMO - Local Disaster Risk Reduction and Management Office
- LDRRMP - Local Disaster Risk Reduction and Management Plan
- (DILG) LGA - Local Government Academy
- LGU - Local Government Unit
- LMP - League of Municipalities of the Philippines

- LCP - League of Cities of the Philippines
 LPP - League of Provinces of the Philippines

M

- MGB - Mines and Geosciences Bureau
 M/C/
 PDRRMO - Municipal/ City/ Provincial
 Disaster Risk Reduction
 Management Office
 M/CSWDO - Municipal/City Social Welfare and
 Development Officer
 MOA - Memorandum of Agreement

N

- NAMRIA - National Mapping and Resource
 Information Authority
 (DILG)
 NBOO - National Barangay Operations
 Office
 NDRRMC - National Disaster Risk Reduction
 and Management Council
 NEDA - National Economic and
 Development Authority
 NGA - National Government Agencies
 NOAH
 (Project) - Nationwide Operational
 Assessment of Hazards

O

- OCD - Office of the Civil Defense

P

- PAGASA - Philippine Atmospheric,
 Geophysical and Astronomical
 Services Administration

- PAR - Philippine Area of Responsibility
 PB - Punong Barangay
 PDNA - Post-Disaster Needs Assessment
 PHIVOLCS - Philippine Institute of Volcanology
 and Seismology
 PIA - Philippine Information Agency
 PNP - Philippine National Police
 PNRI - Philippine Nuclear Research
 Institute
 PWD - Person With Disability

R

- RA - Republic Act
 RDNA - Rapid Disaster Needs Assessment

T

- TISP - Transition Investment Support
 Plan

S

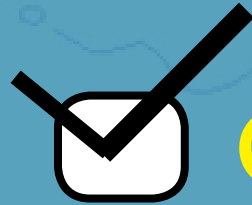
- SAR - Search and Rescue
 SMS - Short Message Service

U

- ULAP - Union of Local Authorities of the
 Philippines

V

- VMS - Volunteer Management System



Checklist

A. EARLY PREPAREDNESS ACTIONS

OVERVIEW: DRRM ACTION FLOW FOR EARLY PREPAREDNESS

Early Actions are proactive actions taken as preparatory and necessary measures to be able to carry-out the functions during the critical period when an Advisory/Alert is issued by PAGASA. They are done during “peace time”*** when there is no immediate threat of a disaster. These actions are taken from the requirement of the law and good practices from LGU experiences. There are four (4) general actions to be undertaken:

- A. First, create the local DRRM structures and systems to be mobilized;
- B. After creating the structures and systems, institutionalize policies and plans;
- C. Make sure to build the competency of the created structures through various trainings; and
- D. Finally compliment the competency by purchasing and preparing the needed hardware and supplies.



* Refer to Annex A1

** Refer to Annex A2, A3, A4 and A5

*** Refer to Annex B11

A. Create structures and systems

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Create the following structures at the local level:
 - LDRRMC
 - LDRRMO
 - Community of Disaster Volunteers (CDV)
 - Local Chamber of Commerce (LCC)/ Network of local businesses

Evacuation and Relief

- ☐ Direct the DRRMO/ C/MSWDO/ Municipal Engineer to designate evacuation centers
- ☐ Direct the Municipal Engineer to:
 - Put up signs/directions going to evacuation center
 - Put up security post
 - Designate shelter for livestock
 - Designate evacuation center for prisoners (*if prison is vulnerable to hazard*)

 notes:

A. Create structures and systems

B. Institutionalize policies and plans

Early Warning

- ☐ Issue Local DRR Communication protocol
- ☐ Prepare templates for:
 - Suspension of classes
 - Suspension of work
 - Suspension of fishing
 - Suspension of sea voyage
 - Issuance of pre-emptive evacuation
 - Declaration of State of Calamity

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Sign a resolution creating a LDRRMC, LDRRMO, CDV, and LCC
- ☐ Create position for LDRRM Officer and 3 LDRRMO staff per RA 10121
- ☐ Direct the Punong Barangays to create the BDRRMC
- ☐ Establish a Memorandum of Agreement between:
 - Supermarkets (*relief good and other supplies*)
 - Funeral parlors (*management of the dead*)
 - Volunteer groups (*mobilization for various operations*)
 - Transportation groups (*mobilization for various operations*)
 - Pharmacies (*medical supplies*)
 - Hospitals (*response, use of ambulance and management of injured persons*)
 - Telecommunication companies (*early warning and use of communication equipment*)
 - Local cable and radio (*early warning and use of communication equipment*)
 - Warehouses (*storage of goods for prepositioning*)
 - Water cooperative (*relief assistance on water and restoration of lifelines*)
 - Electric cooperative (*restoration of lifelines and use of equipment for clearing operations*)

A. Create structures and systems

B. Institutionalize policies and plans

Evacuation and Relief

- ☐ Establish Memorandum of Agreement between:
 - Humanitarian Organizations (*retrofitting evacuation centers/structures*)
 - Faith-based organizations with structures (*designated/alternative evacuation centers*)

Search and Rescue

- ☐ Direct the Administrator to buy insurance for the SAR responders

 **notes:**

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Establish a Memorandum of Agreement between:
 - Heavy equipment operators (*search, rescue and clearing operations*)
 - Gasoline stations (*restoration of lifeline and, price/supply control*)
 - Other business organizations (*relief operations, livelihood opportunities post-disaster and price control*)
 - Other LGUs (*alliance for response, rescue and relief*)
 - Barangays in the City/Municipality (*inter-Barangay coordination systems/bayanihan*)
- ☐ Sign a resolution stating the cancellation of travel authority of the critical DRRM responders/team (*to include the LCE*)
- ☐ Direct Administrator to prepare a template for reporting and cancellation of travel authority
- ☐ Prepare the following plans:
 - LDRRMP (*with contingency plans*)
 - LCCAP
 - IAP
 - Business continuity plan

**A. Create
structures and
systems**

**B. Institution-
alize policies
and plans**

**C. Build
competencies**

Early Warning

- ☐ Conduct training on:
- Risk communication
 - Media management
 - CCA-DRRM 101
 - Hazard/Risk Assessment
 - Climate and Weather Forecast
 - Warning Monitoring

Evacuation and Relief

- ☐ Conduct training on:
- Camp Management
 - CBDRRM
 - Infra Audit

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Conduct training on:
- ICS
 - LDRRM Planning
 - LCCA Planning
 - Community-based monitoring system
 - Alliance-building

Search and Rescue

- ☐ Conduct training on:
- Flood/Swift water search and rescue
 - Basic Life support (First-Aid)

Lifelines

- ☐ Conduct training on:
- Livelihood Training
 - Business Continuity Planning
 - RDNA
 - PDNA

A. Create structures and systems

B. Institutionalize policies and plans

C. Build competencies

D. Equip with hardware and supplies

Early Warning

- ☐ Purchase/Prepare the following early warning equipment:
 - Batingaw (or any indigeneous alarm system)
 - Megaphones
 - Public service announcement equipment (with siren)
 - Satellite phones
 - Handheld radios
 - Rain gauge
 - Water level markers
 - Wind vane
 - Bells (you can partner with the local church to use the church bells for alarm too)
- ☐ Direct the Municipal Engineer to create and designate public weather bulletin boards and an area for press conference/briefing
- ☐ Secure hazard & risk maps

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Direct the DRRMO to designate EOC
- ☐ Direct the C/MSWDO to designate packing/repacking area (warehouse)

Evacuation and Relief

- ☐ Instruct Punong Barangays to make sure that every household has emergency balde (*Refer to: DILG's Pampamilyang Gabay sa Panahon ng Kalamidad - www.dilg.gov.ph*)
- ☐ Direct the MSWDO to pack relief goods (stand-by) and to prepare community kitchen supplies and equipment.
- ☐ Instruct the DRRMO to purchase/prepare the following:
 - Tents
 - Medicine supplies
 - Blankets
 - Mosquito nets
 - Portalets
- ☐ Direct the Administrator to purchase or coordinate with organizations that may lend a mobile community kitchen during or in the aftermath of the disaster

Search and Rescue

- ☐ Instruct the DRRMO/ Administrator to purchase/ prepare Personal Protective Equipment (*collapsed structure, water search and rescue, etc.*)
- ☐ Direct the Municipal Engineer to assign an area as a helibase
- ☐ Instruct the Administrator/ DRRMO to purchase/ prepare/borrow the following response equipment:
 - Heavy equipment for clearing operation: backhoe, chainsaw, bolo, shovel, water pump
 - Response vehicle: ambulance, amphibian vehicle
 - Fuel

Lifelines

- ☐ Instruct the Administrator to purchase/prepare:
 - Mobile water treatment
 - Generator
 - Emergency light
 - Solar-powered generator/panel

[illegible]



The background is a topographic map of the Pacific Northwest, including parts of British Columbia, Canada, and the United States. It features contour lines with numerical values such as 1010, 1008, 1006, 1004, 1002, 1000, 998, 996, and 994. A rectangular box is drawn over a portion of the map, centered around the 1010 contour line. The text 'B. CRITICAL PERIOD ACTIONS' is overlaid in the center of the image.

B. CRITICAL PERIOD ACTIONS

OVERVIEW:

DRRM ACTION FLOW DURING THE CRITICAL PERIOD

Trigger	Period/Day							
	Day -6	Day -5	Day -4	Day -3	Day -2	Day -1	Day 0	Day +1
DOST-PAGASA Typhoon Advisory	PAGASA issued Typhoon ADVISORY (Outside of PAR)	PAGASA issued typhoon ALERT (Inside PAR) **		PAGASA issued indicative typhoon path**	PAGASA issued Signal No. 1**	PAGASA issued Signal No. 2, 3 or 4**		PAGASA may lift storm signal (Outside PAR)*
DOST-PAGASA Gale Warning				PAGASA issued Gale Warning No. 1	PAGASA issued Gale Warning No. 2			
Action Areas	Day -6	Day -5	Day -4	Day -3	Day -2	Day -1	Day 0	Day +1
I. Early Warning <i>(Keeping the public informed, aware and alert)</i>	Continuous monitoring of weather bulletin and giving of public information		Putting-up of early warning systems and signs	Putting-up of early warning systems and signs			Declaration of State of Calamity (as necessary)	
II. Mobilization of DRRM Structures and Activation of Systems and Process <i>(Organizing the DRR machinery)</i>	Convening LDRRM Council and Office and Meeting with various key stakeholders and partners		Prepositioning of needed resources	Deployment of security teams / Volunteer groups				
III. Evacuation and Relief <i>(Preparing and Securing the facilities to protect the public)</i>			Preparing the evacuation centers	Preemptive-evacuation and relief distribution		Forced evacuation (including livestock) and relief distribution		
IV. Search and Rescue <i>(Organizing and deploying teams to rescue affected public)</i>						SAR Team on stand-by		
V. Lifelines <i>(Keeping vital services operational or with minimum disruption)</i>			Price monitoring		Enforcement of MOA with partners for response-aid			

Note: Actions in the critical periods may be fast-tracked depending on the speed of a typhoon's development. In these cases, actions for two-three (2-3) days may have to be done simultaneously. It is important not to skip actions required of a period/day.

* Refer to Annex B2

** Refer to Annex B3

Legend:

- Yellow response means: (You do these.)
- Orange response means: (You've done all of yellow, PLUS...)
- Red response means: (You've done all of orange and yellow, PLUS...)

TRIGGER: PAGASA ADVISORIES (Typhoon outside PAR)

Sources:

- National media newscast
- Radio (as available)
- Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

e. Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- OCD National: _____
- OCD Regional: _____
- PDRMO: _____

Early Warning

☐ **Direct the DRRMO/EOC to:**

- Check regularly (*every 6 hours*) the weather bulletins via:
 - PAGASA website (<http://web.pagasa.dost.gov.ph>)
 - Radio
 - Television
 - NOAH/IAmReady mobile apps
- Disseminate public information /warning thru local radio & TV
- Inform Punong Barangays on the advisory

☐ **Direct the Punong Barangays to:**

- Disseminate weather info/advisory to the general public
- Assign Brgy. Tanod/ SB kagawad to their respective purok or sitios
- Warn households/families in identified danger zones (*Check MGB or community Hazard and Risk Maps*)
- (*For coastal and island Brgys.*) Warn fisher folks to take precautionary measures when going out to sea

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ **Convene DRRMC within 24-hours upon issuance of advisory:**

Proposed agenda:

- Typhoon Path
- Socio-economic and population data (*emphasis on high-risk areas*)
- Contingency Plan
- Response Operations
- Evacuation Plan
- Relief Operations
- Protocols and tasks and complementation scheme discussed among members
- Daily briefing, debriefing and updates
- Prepositioning and checking the readiness of resources
- Volunteer management

- ☐ **Provide instructions to the:**

1. Police and BFP (for the delivery/supply of potable water) to provide updates status of public safety, availability and readiness of personnel, equipment, etc.
2. Municipal Engineer to provide updates on readiness of personnel and equipment
3. Heads/Managers of local public utilities (water and energy) to activate contingency plans and provide updates to the Mayor

- ☐ **Direct Administrator to cancel travel authorities for SAR team, frontline personnel and the Mayor**

- ☐ **DRRMO to ensure 24/7 operations of the EOC**
- ☐ **Direct the PDC to prepare basic statistics on families, households, lifelines per barangay**
- ☐ **Direct the Administrator to convene local businesses (pharmacy, quarry, logging, bus) to discuss possible areas for engagement (e.g. provision of trucks for transport of evacuees, medicines, etc.)**
- ☐ **Convene Local Finance Team to include Treasurer, Budget Officer, and Planning Officer (if possible discuss with COA too)**

Potential expense items listed down to include:

- Food
- Gasoline
- Water
- Others (*please list*): _____

- ☐ **Issue instruction to DRRMO and MSWDO to activate the monitoring system and prepare databases of the areas that would be affected (e.g. number of households/families /lifelines, etc.)**
- ☐ **Designate press and communications officer who will inform the general public of updates on LGU preparation (radio, TV stations and SMS)**
- ☐ **Send report on the level of preparedness and contingencies to PDRRMC and RDRRMC**
- ☐ **Direct the Administrator and volunteer desk officer to:**
1. Identify and submit a list of volunteers from barangays, NGOs, schools, private sector
 2. Update the volunteers on potential typhoon and brief on the LGU contingency plan
 3. Prepare for activation of VMS



Evacuation and Relief

- ☐ **Direct the Municipal/City Social Development Worker to assess the population size that will be affected by typhoon gathering the following information:**
 - Total population affected
 - No. of children
 - No. of women
 - No. of pregnant and breastfeeding mothers
 - No. of senior citizen
 - No. of PWDs
- ☐ **Direct the City/Municipal Engineering to:**
 1. Assess if evacuation centers are habitable – water, electricity, ventilation, sanitation in coordination with MSWDO and MHO
 2. Assess other structures as secondary ECs aside from the pre-identified EC
 3. Provide alternative source of energy in the ECs in the form of generators and solar powered chargers and batteries
- ☐ **Designate the C/MSWDO to be the Camp Managers**
- ☐ **Direct the C/MSWDO to implement camp management protocols (*per DSWD guidelines*)**
- ☐ **Designate the C/MSWDO with MHO to check the food packs, water, and first aid kits**
- ☐ **Designate the Municipal Administrator – Procurement Officer to coordinate with supplier/ partners on food supply**
- ☐ **Direct the PBs to coordinate with DRRMO to determine the evacuation transport requirement/availability**

Search and Rescue

- ☐ **Issue order activating ICS with the following details:**
 - Designate incident commander and staff
 - Designate place for Incident Command Post (*near Hospital or Municipal Hall*)
 - Staging areas (*near high risk areas*)
 - Schedule of briefing with SAR teams, medical teams, strike teams, etc.
 - Preparation of ICS forms

Lifelines

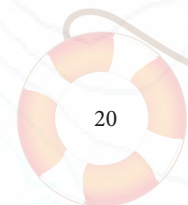
- ☐ **Meet with LDRRMC and NGAs , private groups (*transport, public works, electric providers, communication, health services, price control and monitoring and security*) that all lifeline services are functional and is ready to provide services during and after disaster**
- ☐ **Order Municipal Engineer to assess status of water and electrical service delivery in the event of the hazard impact, and provide report to the Mayor within 48 hours**
- ☐ **Coordinate with LGUs that have mobile water treatment equipment that may be borrowed and deployed for use in affected communities**

Lifelines

- ☐ **Order Municipal Engineer to assess mobility and communication capacities of the LGU** (*How many vehicles can be used during evacuation and for transport of equipment, relief goods and materials? What communication equipment is available to be used by responders/rescuers, ICS teams, social workers and health workers?*)
- ☐ **Meet with all agencies providing security services (DILG, DND, AFP, PNP, BFP, BJMP) on the coordination and security work during typhoon/flood based on the mandated functions of agencies** with following possible agreements:
 - Coast Guards and Phil Navy to assist local rescue teams provide rescue during floods
 - PNP to maintain peace and order and to prevent looting
 - BJMP to secure jail facilities
 - AFP to provide airlift of people and goods and
 - DRRMO in coordination with DILG to monitor and provide report
 - Others (*please list*): _____

- ☐ **Direct the DRRMO to ensure that all battery operated equipment such as radio, satellite/cellular phones, rechargeable lamps, flashlights are fully charged and has standby or back-up battery packs enough to last for 3-5 days**
- ☐ **Direct C/MHO to assess vital medicine/supplies supply available in the LGU and its delivery to barangays**
- ☐ **Meet with DOH, government and private hospitals and clinics and pharmacies to ensure that health services and medicines are provided to people (*to include cadaver bags*)**

 notes:



TRIGGER: PAGASA ALERT (Typhoon inside PAR)

Sources:

- National media newscast
- Radio (as available)
- Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
http://news.ptv.com.pk/weather.asp
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

e. Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- OCD National: _____
- OCD Regional: _____
- PDRRMO: _____

Early Warning

- ☐ Continue doing Day -6 activities and put emphasis on any changes in the weather bulletin if any (intensity and speed)
- ☐ Issue suspension of classes for pre-elementary and elementary as necessary subject to EO 66 guidelines

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Conduct morning and evening briefing and updating on the status of preparation with the LDRRMC as agreed during Day -6
- ☐ Direct PBs to convene its volunteers and activate its CBDRRM system
- ☐ Direct the Liga ng Barangay President to activate an Inter-Barangay bayanihan and coordination system
- ☐ Direct DRRMO to set-up and inspect the command post

FOLLOW-UP:

- If DRRMO:
 - Disseminated risk info to public
 - Activated monitoring system and prepared database of possible areas to be affected
- Agreements of the Local Finance Team meeting
- If Admin/Volunteer Desk Manager has updated list of volunteers that may be deployed

- ☐ Direct Budget Officer to review fund availability and standby funds allocated for relief, rehabilitation and recovery
- ☐ Direct the Press and Communications Officer to establish the central communication artery
- ☐ Send report on the level of preparedness and contingencies to PDRRMC and RDRRMC
- ☐ Direct the DRRMC to continue validating the availability/ functionality of identified resources and to monitor implementation of response actions
- ☐ Coordinate with national government agencies/provincial government for specific disaster response operations/support needed

Evacuation and Relief

- ☐ Direct the C/MSWDO to preposition the repacked food and non food items to designated evacuation centers

- ## Search and Rescue
- ☐ Direct the PBs to coordinate with AFP, PNP, BFP, BJMP, DPWH, etc. regarding the vehicles for pre-emptive evacuation

Search and Rescue

- ☐ Direct the PBs to coordinate with AFP, PNP, BFP, BJMP, DPWH, etc. regarding the vehicles for pre-emptive evacuation

- ## Lifelines
- ❑ Direct Municipal/City Engineering and Administrator to coordinate with water district to secure water systems in the communities, and with DOE /electric cooperative to secure /repair electrical lines and poles in the Barangays
 - ❑ Meet with transport groups, telecommunications providers and business groups for continuity of services during calamity and for livelihood opportunities to survivors

Lifelines

- ❑ Direct Municipal/City Engineering and Administrator to coordinate with water district to secure water systems in the communities, and with DOE /electric cooperative to secure /repair electrical lines and poles in the Barangays
- ❑ Meet with transport groups, telecommunications providers and business groups for continuity of services during calamity and for livelihood opportunities to survivors

- ## Lifelines
- ❑ Direct Municipal/City Engineering and Administrator to coordinate with water district to secure water systems in the communities, and with DOE /electric cooperative to secure /repair electrical lines and poles in the Barangays
 - ❑ Meet with transport groups, telecommunications providers and business groups for continuity of services during calamity and for livelihood opportunities to survivors

 notes:

TRIGGER: PAGASA ALERT (Typhoon inside PAR)

Sources:

- a. National media newscast
- b. Radio (as available)
- c. Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

e. Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- a. OCD National: _____
- b. OCD Regional: _____
- c. PDRMO: _____

Early Warning

- ☐ **Direct the DRRMO/EOC/ PBs to:**
 1. Activate flood early warning systems
 2. Warning level
 3. Actions to be taken by DRRMO, PB, Communities and Response Teams
- ☐ **Continue performing DAY -6 activities**

FOLLOW-UP:

1. If Administrator/City/Municipal Engineer coordinated with local water district and the DOE/local electric company on repairing and securing electrical posts and lines

Search and Rescue

- ☐ **Direct the DRRMO/EOC/ SAR Teams/ Punong Barangays/PNP to conduct:**
 1. Preemptive evacuation
 2. Rescue
 3. Camp and evacuation centers management
 4. Augmentation of food supplies and medical supplies
 5. Media management/risk communication

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Direct the DRRMO, PNP, BFP to provide updates 24/7 and to continue validating the availability/functionality of identified resources for SAR and response
- ☐ Issue vouchers and cash-advances for relief prepared and signed by the Treasurer
- ☐ Issue purchase request/order issued
- ☐ Instruct the Volunteer Desk Officer to activate the DRRM Volunteer Management System:
 1. Ensure that the families of the volunteers are accounted for and safe
 2. Gather all the volunteers in the Operations Center
 3. Equipment, kits and tools distributed to volunteers

Evacuation and Relief

- ☐ Advise the PB to prepare the general public and households for pre-emptive evacuation to the pre-determined EC
- ☐ Direct the C/MSWDO to repack the food packs and non-food items (*subject to standards for 3-5 days consumptions*)

Lifelines

- ☐ Direct PBs to convene BDRRMC
- ☐ Direct DRRMO and Administrator to coordinate with DTI for the enforcement of food price regulation, monitoring of price commodities and penalize those who will not comply

 notes:

TRIGGER: PAGASA issues indicative Typhoon path (*Typhoon inside PAR*) and Gale Warning No. 1

Sources:

- National media newscast
- Radio (as available)
- Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

- Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

- Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- OCD National: _____
- OCD Regional: _____
- PDRMO: _____

Early Warning

- ☐ Direct the DRRMO/EOC/ PBs to continue performing Day -5 & -6 activities
- ☐ Issue suspension of classes for pre-elementary and elementary as necessary subject to EO 66 guidelines
- ☐ Order PBs to sound the local alarm (Batingaw) to signify the start of the preemptive evacuation (for island barangays)
- ☐ Direct the PBs with the PNP to put-up signs/issue warnings that fishing in open sea/river is prohibited

FOLLOW-UP:

- Updates from DRRMO, PNP, BFP on availability/functionality of identified resources for SAR/response
- Updates from incident Commander on ICS status
- If Administrator/DRRMO coordinated with DTI on price/supply regulation

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Coordinate with national government agencies/provincial government for specific disaster response operations/support needed
- ☐ Start monitoring occurrence of gender-based violence in ECs

Evacuation and Relief

- ☐ Advise the PBs to conduct preemptive evacuation to the pre- determined EC of households in coastal and island Brgys.
- ☐ Direct the MSWDO to preposition the repacked food and non food items is augmentation is needed
- ☐ Distribute relief packs

- ## Evacuation and Relief
- ☐ Advise the PBs to conduct preemptive evacuation to the pre- determined EC of households in coastal and island Brgys.
 - ☐ Direct the MSWDO to preposition the repacked food and non food items is augmentation is needed
 - ☐ Distribute relief packs

Search and Rescue


- ☐ Issue cancellation of classes and work based on the severity of the rain (*Refer to EO 66*)
- ☐ Direct the PBs to coordinate with AFP, PNP, BFP, BJMP, DPWH, etc. regarding the vehicles for pre-emptive evacuation

- ## Search and Rescue
- ☐ Issue cancellation of classes and work based on the severity of the rain (*Refer to EO 66*)
 - ☐ Direct the PBs to coordinate with AFP, PNP, BFP, BJMP, DPWH, etc. regarding the vehicles for pre-emptive evacuation

Lifelines

- ☐ Direct local PNP to assist LGU and DTI to arrest looters and hoarders
- ☐ Issue executive order to PBs to provide 24/7 security support to communities
- ☐ Issue executive order to barangay health workers for deployment to affected areas

- ## Lifelines
- ☐ Direct local PNP to assist LGU and DTI to arrest looters and hoarders
 - ☐ Issue executive order to PBs to provide 24/7 security support to communities
 - ☐ Issue executive order to barangay health workers for deployment to affected areas

 notes:

TRIGGER: PAGASA issues Alert on Signal No. 1 (*Typhoon inside PAR*) and Gale Warning No. 2

Sources:

- National media newscast
- Radio (as available)
- Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
http://news.ptv.com.pk/weather.asp
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage
[/weather-alert](http://www.weather-alert.com)
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

- Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

- Local Advisories/Warning
(Please indicate what is available):

☐ _____

☐ _____

For verification/confirmation pls. call:

- OCD National: _____
- OCD Regional: _____
- PDRMO: _____

Early Warning

- ☐ Direct the DRRMO/EOC/ PBs/PNP to:
- ☐ Monitor status of weather bulletin
 - Monitor activation of early warning system
 - Continue pre-emptive evacuation (*coastal and island Brgys.*)
 - Monitor the prohibition of fishing in open sea/river
 - Sound the local alarm (Batingaw) to signify the start of the pre-emptive evacuation on high-risk areas per Hazard and Risk Maps with priority on: Children, Women, Elderly and PWDs
- ☐ Issue suspension of classes for pre-elementary and elementary as necessary subject to EO 66 guidelines

FOLLOW-UP:

- Updates from DRRMO, PNP, BFP on availability/functionality of identified resources for SAR/response
- Updates from incident Commander on ICS status
- Update from Camp Manger on EC status:
 - No. of persons
 - Needed augmentation for relief/supplies
 - Occurrence of gender-based violence
 - Others (please list):

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Instruct the Administrator and DRRMO to coordinate with repacking and evacuation teams for proper disposition of procured items (i.e. relief packs) and needed augmentation
- ☐ Monitor the activation of the DRRM Volunteer Management System
- ☐ Direct the Head of the Operations Center to dispatch and monitor the activities of the following:
 - Search and Rescue teams
 - Medical teams
 - Security teams
 - Clearing operations teams
- ☐ Direct the head of the EOC to coordinate with partners for the needed subsistence, mobility, medical and psychosocial care needs of affected populace (refer to the MOA signed) from:
 - Supermarkets
 - Pharmacies
 - Hospitals
 - Hardware (construction materials)
 - Funeral parlors
 - Gasoline stations
 - Radio stations
 - Transport groups
 - Psychosocial care groups

Evacuation and Relief

- ☐ Direct the DRRMO with the PNP to conduct pre-emptive evacuation in landlocked and lowland high-risk areas in coordination with DSWD
- ☐ Monitor status of all the activated ECs
- ☐ Direct the C/MSWDO to register the names and address of the evacuees and assigned their respective rooms; and to set up and operationalize the community kitchens and conduct immediate mass feeding
- ☐ Direct the PBs in coordination with the Chief of Police to provide security measures to abandoned houses and properties; and to operationalize the security system in the evacuation center
- ☐ Establish women and children help desk
- ☐ Direct the C/MHO to set- up separate area for pregnant, breast feeding mothers, nursery for infants, and room for evacuees with illnesses/disease
- ☐ Direct the Agriculture Officers to provide separate shelter for livestock and agricultural goods
- ☐ Direct the C/MSWDO to distribute the repacked food and non food items to designated ECs

Search and Rescue

- ☐ **Coordinate with the Incident Commander regarding the updates on:**
 - No. of affected households
 - No. of constituents in the evacuation centers
 - No. of distributed relief goods
- ☐ **Monitor the sufficiency of vehicles for evacuation and rescue, manpower, medical and rescue equipment**

Lifelines

- ☐ **Instruct Treasurer to release funds for purchase of foods, water, and medicines**
- ☐ **Order DRRMO and planning officer to provide data on affected individuals with skills for endorsement to business groups for possible employment during rehab and recovery**
- ☐ **Monitor implementation of support/back-up system by utilities organization, business groups, and barangay officials**


Evacuation and Relief

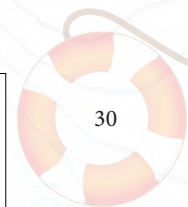
- ☐ **Direct C/MSWDO to conduct inventory of inhabitants and their needs per EC**
 - No of evacuees
 - No. of children
 - No. of women
 - No. of pregnant and breastfeeding mothers
 - No. of senior citizen
 - No. of PWDs
- ☐ **Direct the C/MSWDO with C/MHO to provide the following:**
 - Beddings and mosquito nets
 - Health and hygiene kits to the evacuees
- ☐ **Direct the C/MHO to ensure that there is an organized medical team equipped with necessary medicines present in the EC**

 *notes:*

Lifelines

- ☐ Instruct Treasurer to release funds for purchase of foods, water, and medicines
- ☐ Order DRRMO and planning officer to provide data on affected individuals with skills for endorsement to business groups for possible employment during rehab and recovery
- ☐ Monitor implementation of support/back-up system by utilities organization, business groups, and barangay officials

 notes:



TRIGGER: PAGASA issues Alert on Signal No. 2/3/4 (*Typhoon inside PAR*)

Sources:

- a. National media newscast
- b. Radio (as available)
- c. Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

- d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IamReady (GMA)

- e. Local Advisories/Warning
(Please indicate what is available):

☐ _____

☐ _____

For verification/confirmation pls. call:

- a. OCD National: _____
- b. OCD Regional: _____
- c. PDRMO: _____

Early Warning

- ☐ Direct the DRRMO/EOC/ PBs to monitor the weather bulletin
- ☐ Issue suspension of classes for pre-elementary, elementary, high school, and college (*Refer to EO 66 guidelines*)
- ☐ Issue order to suspend work for private and government work except for critical service units (*subject to guidelines*)
- ☐ Order PBs with the help of PNP to sound the local alarm (*Batingaw*) to forcibly evacuate households in high risk areas
- ☐ Monitor compliance on all orders issued

Evacuation and Relief

- ☐ Direct the MSWDO to distribute the repacked food and non food items to designated evacuation centers
- ☐ Monitor the implementation of the following:
 - Security measures and system on abandoned houses and properties as well as on evacuation center
 - Women and children help desk
- ☐ Direct PBs with PNP and DRRMO to implement forced evacuation on all high-risk areas to include livestock and agricultural goods

Mobilization of DRRM Structures and Activation of Systems and Processes

☐ **Deploy volunteers to hardly-hit barangays (depending on the need):**

- Psychosocial
- Road Clearing
- Relief distribution
- SAR
- Others (*pls. list*): _____
- _____
- _____

☐ **Monitor activation of ICS and Volunteer Management System**

☐ **Monitor the following:**


- Availability and use of needed resources
- Activities of the following:
 - Search and Rescue teams
 - Medical teams
 - Security teams
 - Clearing operations teams
- Mobilization of volunteers
- Updates on the coordination with partners for the needed subsistence, mobility, medical and psychosocial care needs of affected populace; and with national government agencies/provincial government for specific disaster response operations/support needed

Search and Rescue

- ☐ **Order PBs with the help of PNP to forcibly evacuate households in the high risk areas**
- ☐ **Direct the DRRMO or C/MHO to deploy medicines for responders**
- ☐ **Advise electric power providers to shut off power on flooded areas**

Lifelines

- ☐ **Order Administrator/Treasurer to purchase foods and medicines for augmentation (if necessary)**
- ☐ **Monitor implementation of support/back-up system by utilities organization, business groups, and barangay officials**
- ☐ **Monitor compliance on all orders issued**

 *notes:*

PAGASA issues Alert on Signal No. 2/3/4 (Typhoon inside PAR)

Sources:

- a. National media newscast
- b. Radio (as available)
- c. Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
www.rappler.com/nation/special-coverage/weather-alert
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

e. Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- a. OCD National: _____
- b. OCD Regional: _____
- c. PDRMO: _____

Early Warning

- ☐ Declare State of Calamity (if necessary, the Sanggunian may pass a resolution)

FOLLOW-UP:

1. Updates on monitoring done on Day -1 on all mobilization made
2. Updated report from: DRRMO, Head of EOC, ICS Commander, PNP C/MHO, Volunteer Manager and Camp Manager
3. Updates on all orders issued (Day -6 to Day -1)

Mobilization of DRRM Structures and Activation of Systems and Processes

- ☐ Monitor ICS operation

Evacuation and Relief

- ☐ Monitor the distribution of the repacked food and non food items to designated ECs
- ☐ Direct the PBs with the PNP and DRRMO to implement forced evacuation on all remaining areas that will be affected

Search and Rescue

- ☐ Direct SAR Teams to stand-by for rescue
- ☐ Monitor the deployment of medicines and other rescue supplies and equipment for responders

Lifelines

- ☐ Monitor implementation of support/back-up system by utilities organization, business groups, and Brgy. officials

 notes:

PAGASA issues Alert on Signal No. 2/3/4 (*Typhoon inside PAR*)

Sources:

- a. National media newscast
- b. Radio (as available)
- c. Websites: www.pagasa.dost.gov.ph
www.gmanetwork.com/news/weather
www.abs-cbnnews.com/weather
<http://news.ptv.com.pk/weather.asp>
www.interaksyon.com/weather/
[www.rappler.com/nation/special-coverage
/weather-alert](http://www.rappler.com/nation/special-coverage/weather-alert)
www.climatex.ph
www.jma.go.jp/jma/indexe.html
www.accuweather.com
www.weather.com.ph

d. Mobile Applications: Project Batingaw (OCD SMART)
NOAH
IAmReady (GMA)

e. Local Advisories/Warning
(Please indicate what is available):

- ☐ _____
- ☐ _____
- ☐ _____

For verification/confirmation pls. call:

- a. OCD National: _____
- b. OCD Regional: _____
- c. PDRMO: _____

Early Warning

- ☐ Declare State of Calamity (if NOT done during Day 0, the Sanggunian may pass a resolution)

Search and Rescue

- ☐ Order SAR Teams to continue activities
- ☐ Order PNP and Brgy. Tanods to continue patrolling of evacuated areas
- ☐ Direct C/MHO in coordination with the funeral parlors to manage the dead

 notes:

Lifelines

- ❑ Monitor implementation of support/back-up system by utilities organization, business groups, and barangay officials

- ☐ Monitor implementation of support/back-up system by utilities organization, business groups, and barangay officials

Evacuation and Relief

- ☐ Direct the C/MSWDO to provide medical, psycho – social, and spiritual counselling services to the evacuees
- ☐ Monitor the distribution of the repacked food and non food items to designated ECs
- ☐ Advise the DRRMO to set-up transparency and information desk for the incoming and distributed food packs and donations
- ☐ Direct the DRRMO to check if the affected areas are no longer dangerous to the evacuees and advise them on the possible time they may wish to return home
- ☐ Submit evacuation report to include:
 - Evacuees served
 - Goods distributed
 - Recommendations

- ☐ Direct the C/MSWDO to provide medical, psycho – social, and spiritual counselling services to the evacuees
- ☐ Monitor the distribution of the repacked food and non food items to designated ECs
- ☐ Advise the DRRMO to set-up transparency and information desk for the incoming and distributed food packs and donations
- ☐ Direct the DRRMO to check if the affected areas are no longer dangerous to the evacuees and advise them on the possible time they may wish to return home
- ☐ Submit evacuation report to include:
 - Evacuees served
 - Goods distributed
 - Recommendations

 notes:



The background of the slide is a light blue map of the Pacific Ocean. It features white contour lines representing pressure or depth, with labels such as 1012, 1010, 1008, 1006, 1004, 1002, 1000, 998, and 994. A rectangular box is drawn in the upper left quadrant, covering the area from approximately 175°E to 150°E and 10°N to 35°N. The word "ANNEXES" is centered in the middle of the slide in a bold, white, sans-serif font.

ANNEXES



**NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
DEPARTMENT OF BUDGET AND MANAGEMENT
CIVIL SERVICE COMMISSION**

Joint Memorandum Circular No. 2014-1

Date: April 4, 2014

TO : PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, *PUNONG BARANGAYS*, MEMBERS OF THE *SANGGUNIAN*, LOCAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS, LOCAL FINANCE COMMITTEES, AND ALL OTHER NATIONAL AND LOCAL GOVERNMENT OFFICIALS CONCERNED

SUBJECT : **IMPLEMENTING GUIDELINES FOR THE ESTABLISHMENT OF LOCAL DRRM OFFICES (LDRMOs) OR BARANGAY DRRM COMMITTEES (BDRRMCs) IN LOCAL GOVERNMENT UNITS (LGUs)**

For the full text please coordinate with the Regional Offices of DILG, DBM, DRRMC and CSC



Republic of the Philippines
COMMISSION ON AUDIT
Commonwealth Avenue, Quezon City, Philippines

CIRCULAR

No. : 2014-002
Date: APR 15 2014

TO : All Heads of Departments, Bureaus/Offices and Local Government Units; Chiefs of Financial and Management Services, Chief Accountants, Cashiers, Disbursing Officers, and Budget Officers; Assistant Commissioners, Directors and State Auditors of the Commission on Audit (COA); and All Others Concerned

SUBJECT : Accounting and Reporting Guidelines on the receipt and utilization of National Disaster Risk Reduction and Management Fund (NDRRMF), cash and in-kind aids/donations from local and foreign sources, and funds allocated from the agency regular budget for Disaster Risk Reduction and Management (DRRM) program

For the full text please coordinate with the COA Regional Office



Republic of the Philippines
COMMISSION ON AUDIT

Commonwealth Avenue, Quezon City, Philippines

CIRCULAR

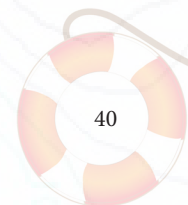
No. **2012-002**

Date: **SEP 12 2012**

TO : All Provincial Governors, City/Municipal Mayors, and Punong Barangays; Local Accountants, Treasurers, and Budget Officers; COA Assistant Commissioners, Directors and Auditors; and All Others Concerned

SUBJECT: Accounting and Reporting Guidelines for the Local Disaster Risk Reduction and Management Fund (LDRRMF) of Local Government Units (LGUs), National Disaster Risk Reduction and Management Fund (NDRRMF) given to LGUs and Receipts from Other Sources

For the full text please coordinate with the COA Regional Office





**NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL
DEPARTMENT OF BUDGET AND MANAGEMENT
and
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**

Joint Memorandum Circular No. 2013-1

Date March 25, 2013

TO: PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, PUNONG BARANGAYS, MEMBERS OF THE SANGGUNIAN, LOCAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS, LOCAL DEVELOPMENT COUNCILS, LOCAL FINANCE COMMITTEES, AND ALL OTHER NATIONAL AND LOCAL GOVERNMENT OFFICIALS CONCERNED

SUBJECT: ALLOCATION AND UTILIZATION OF THE LOCAL DISASTER RISK REDUCTION AND MANAGEMENT FUND (LDRRMF)

For the full text please coordinate with the Regional Offices of DRRMC, DBM and DILG



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF THE INTERIOR AND LOCAL
GOVERNMENT

A. Francisco Gold Condominium II, EDSA cor. Mapagmahal St., Diliman,
Quezon City



April 17, 2012

MEMORANDUM CIRCULAR
NO. 2012 - 73

TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS,
PUNONG BARANGAYS, DILG REGIONAL DIRECTORS, AND THE ARMM
REGIONAL GOVERNOR

SUBJECT : UTILIZATION OF LOCAL DISASTER RISK REDUCTION AND
MANAGEMENT FUND (LDRRMF)

For the full text please coordinate with the DILG Regional Office



Republic of the Philippines
Department of Science and Technology
PHILIPPINE ATMOSPHERIC, GEOPHYSICAL AND ASTRONOMICAL SERVICES ADMINISTRATION (PAGASA)
Weather Forecasting Section, Weather Division
WFFC Bldg., Agham Road, Diliman, Quezon City 1100

24-HOUR PUBLIC WEATHER FORECAST

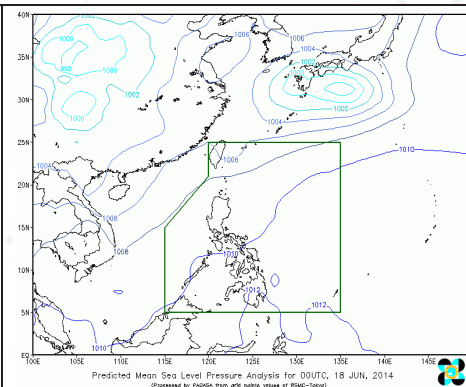
ISSUED AT : 5:00 AM 18 JUNE 2014

VALID BEGINNING : 5:00 AM TODAY UNTIL 5:00 AM TOMORROW

SYNOPSIS: INTERTROPICAL CONVERGENCE ZONE (ITCZ) AFFECTING MINDANAO AND PALAWAN.

FORECAST: MINDANAO, WESTERN VISAYAS AND MIMAROPA WILL HAVE CLOUDY SKIES WITH LIGHT TO MODERATE RAINSHOWERS AND THUNDERSTORMS. METRO MANILA AND THE REST OF THE COUNTRY WILL BE PARTLY CLOUDY TO CLOUDY WITH ISOLATED RAINSHOWERS OR THUNDERSTORMS.

MODERATE TO STRONG WINDS COMING FROM THE SOUTHWEST WILL PREVAIL OVER LUZON AND ITS COASTAL WATERS WILL BE MODERATE TO ROUGH. LIGHT TO MODERATE WINDS COMING FROM THE SOUTHWEST TO SOUTH WILL PREVAIL OVER VISAYAS AND MINDANAO WITH SLIGHT TO MODERATE SEAS.



PAGTAYA: ANG MINDANAO, KANLURANG KABISAYAAN AT MIMAROPA AY MAGKAKAROON NG MAULAP NA KALANGITAN NA MAY MAHINA HANGGANG KATAMTAMANG PAG-ULAN AT PAGKIDLAT-PAGKULOG. ANG METRO MANILA AT ANG NALALABING BAHAGI NG BANSÁ AY MAGIGING BAHAGYANG MAULAP HANGGANG SA MAULAP NA MAY PULU-PULONG PAG-ULAN O PAGKIDLAT-PAGKULOG.

KATAMTAMAN HANGGANG SA MALAKAS NA HANGIN MULA SA TIMOG-KANLURAN ANG IIRAL SA LUZON AT ANG MGA BAYBAYING DAGAT NITO AY MAGIGING KATAMTAMAN HANGGANG SA MAALON. MAHINA HANGGANG SA KATAMTAMANG HANGIN MULA SA TIMOG-KANLURAN HANGGANG SA TIMOG ANG IIRAL SA KABISAYAAN AT MINDANAO NA MAY BANAYAD HANGGANG SA KATAMTAMANG PAG-ALON NG KARAGATAN.

EXTREMES OF TEMPERATURE AND RELATIVE HUMIDITY FOR THE 24-HR PERIOD ENDING AT 8:00 PM YESTERDAY AND RECORDED AT PAGASA WEATHER STATION, SCIENCE GARDEN, DILIMAN, QUEZON CITY:

MAXIMUM TEMPERATURE: 1:00 PM YESTERDAY --- 34.5 °C	MAXIMUM RELATIVE HUMIDITY: 4:50 AM YESTERDAY --- 94 %	
MINIMUM TEMPERATURE: 6:00 AM YESTERDAY --- 26.5 °C	MINIMUM RELATIVE HUMIDITY: 1:00 PM YESTERDAY --- 63 %	
TIDAL PREDICTIONS ALONG MANILA BAY (Courtesy of NAMRIA)	OVER METRO MANILA:	
HIGH TIDE TODAY: 1:32 PM 1.18 METER	SUNRISE / SUNSET	MOONRISE / MOONSET & ILLUMINATION
LOW TIDE TODAY: 9:36 PM 0.07 METER	SUNRISE TODAY: 5:27 AM	MOONSET TODAY: 10:24 AM
	SUNSET TODAY: 6:27 PM	MOONRISE TODAY: 10:02 PM
		ILLUMINATION TODAY 70 %

For more information and queries, please call at telephone numbers **927-1335** and **927-2877** or log on to **www.pagasa.dost.gov.ph**.



Republic of the Philippines
Department of Science and Technology
PHILIPPINE ATMOSPHERIC, GEOPHYSICAL AND
ASTRONOMICAL SERVICES ADMINISTRATION (PAGASA)
Weather Forecasting Section, Weather Branch
WFFC Bldg., BIR Road, Diliman, Quezon City 1100
TELEX: 66682 WXMNL PN FAX NOS: 9264258, 9282031, 9272877, 9271541
Website: <http://www.pagasa.dost.gov.ph> Email: pagasa.wb@pacific.net.ph Voice Server: 433-ULAN

TROPICAL CYCLONE WARNING FOR SHIPPING

WTPH RPMM 080000 (FINAL)
TTT TYPHOON WARNING 11

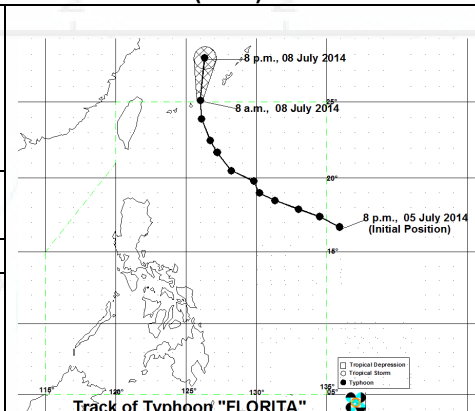
AT **0000 08 JULY** TYPHOON [NEOGURI] {**1408**} WAS LOCATED BASED ON ALL AVAILABLE DATA AT TWO FIVE POINT ONE NORTH ONE TWO SIX POINT ZERO EAST FORECAST TO MOVE NORTH AT ZERO FIVE METERS PER SECOND ROUGH TO PHENOMENAL SEAS WITHIN FOUR ZERO ZERO KILOMETER RADIUS FROM CENTER SOUTH SEMICIRCLE THREE ZERO ZERO KILOMETER RADIUS FROM CENTER ELSEWHERE ESTIMATED CENTRAL PRESSURE NINE FOUR THREE HECTOPASCALS MAXIMUM WINDS FIVE ONE METERS PER SECOND NEAR THE CENTER THREE THREE METERS PER SECOND WITHIN ONE ZERO ZERO KILOMETER RADIUS FROM THE CENTER ONE THREE METERS PER SECOND WITHIN FOUR ZERO ZERO KILOMETER RADIUS FROM CENTER SOUTH SEMICIRCLE THREE ZERO ZERO KILOMETER RADIUS FROM CENTER ELSEWHERE FORECAST POSITION AT **081200** TWO SEVEN POINT EIGHT NORTH ONE TWO SIX POINT THREE EAST WITH THIS DEVELOPMENT THIS IS THE FINAL WARNING ON THIS WEATHER DISTURBANCE PD

WEATHER MANILA

SEVERE WEATHER BULLETIN NUMBER SIX (FINAL)
TROPICAL CYCLONE ALERT: TYPHOON “FLORITA” (NEOGURI)
ISSUED AT 10:00 AM, 08 JULY 2014

TYPHOON FLORITA IS NOW OUTSIDE THE PHILIPPINE AREA OF RESPONSIBILITY (PAR).

Location of eye/center:	At 9:00 AM today, the eye of Typhoon “FLORITA” was located based on all available data at 610 km Northeast of Basco, Batanes or 180 km Southwest of Okinawa, Japan (25.4°N, 126.0°E).
Strength:	Maximum sustained winds of 185 kph near the center and gustiness of up to 220 kph .
Movement:	Forecast to move North at 20 kph .
Forecast Positions:	Typhoon “FLORITA” is expected to be at 200 km Northwest of Okinawa, Japan this evening.




- Typhoon “FLORITA” will continue to enhance the **Southwest Monsoon** which will bring moderate to occasionally heavy rains and thunderstorms over the provinces of Palawan, Mindoro, Cavite, Batangas, Zambales and Bataan while the rest of Luzon and western Visayas will have occasional rains.
- Moreover, fishing boats and other small seacrafts are advised not to venture out into the northern, eastern and southern seaboard of Luzon and the western seaboard of southern Luzon and of Visayas.
- With this development, this is the final bulletin on this weather disturbance.

EOC / RSS / RBP / CFP / FRC / SEBJ / MLM

Source: PAGASA (www.pagasa.dost.gov.ph)

Parts of Tropical Cyclone Warning

SEVERE WEATHER BULLETIN NUMBER TEN TROPICAL CYCLONE WARNING: TYPHOON "PEPENG" (PARMA) ISSUED AT 11:00 PM, 02 OCTOBER 2009 (Valid for broadcast until the next bulletin to be issued at 5 AM tomorrow)				
TYPHOON "PEPENG" HAS CHANGED COURSE TO THE NORTHWEST DIRECTION AND IS NOW MOVING TOWARDS CAGAYAN.				
Location of eye/center:	At 10:00 PM today, the eye of Typhoon "PEPENG" was located based on radar, satellite and surface data at 200 km North Northeast of Virac, Catanduanes or 380 km Southeast of Aparri, Cagayan (15.9°N, 124.6°E).			
Strength:	Maximum sustained winds of 175 kph near the center and gustiness of up to 210 kph.			
Movement:	Forecast to move Northwest at 13 kph.			
Forecast Positions:	Typhoon "PEPENG" is expected to make landfall in Northern Cagayan tomorrow night and will be at 130 km Northwest of Aparri, Cagayan by Sunday evening. By Monday evening, it is expected to be at 170 km West of Basco, Balabac.			
PUBLIC STORM WARNING SIGNAL				
PSWS #	Luzon	Visayas	Mindanao	Potential Impacts of the Winds
3 (Winds of 101-185 kph is expected in at least 18 hrs)	Catanduanes.			<ul style="list-style-type: none">Heavy damage to agricultureSome large trees uprootedMajority of rupa and cogon houses unroofed or destroyed, considerable damage to structures of light to medium constructionModerate to heavy disruption of electrical power and communication servicesTravel by land, sea and air is dangerous
2 (Winds of 61-100 kph is expected in at least 24 hrs)	Cagayan, Isabela, Aurora, Guluog, Northern Quezon including Polillo Islands, Camarines Norte and Camarines Sur			<ul style="list-style-type: none">Moderate damage to agricultureRice and corn adversely affectedFew large trees uprootedLarge number of rupa and cogon houses partially or totally unroofedSome old galvanized iron roofing may roll offTravel by all types of sea vessels is riskyTravel by all types of aircrafts is risky
1 (Winds of 30-60 kph is expected in at least 36 hrs)	Batanes, Cagayan and Babuyan Group of Islands, Ilocos Norte, Ilocos Sur, Apayao, Abra, Sanga, Mt. Province, Ifugao, Nueva Vizcaya, Benguet, La Union, Pangasinan, Ilocos, Nueva Ecija, Zambales, Bataan, Pampanga, Bulacan, Laguna, Batangas, Cavite, Rizal, Rest of Quezon, Marikina, Albay, Buhas Islands, Sorsogon and Metro Manila	Northern Samar		<ul style="list-style-type: none">Twigs and branches of trees maybe brokenSome banana plants may tilt or land flat on the groundRice in flowering stage may suffer significant damageSome rupa and cogon houses may be partially unroofedSea travel of small sea crafts and fishing boats is risky
<ul style="list-style-type: none">Residents in low-lying areas and near mountain slopes under signals #3, #2 and #1 are advised to take all the necessary precautionary measures against possible flashfloods and landslides.Those living along the coast in areas under signal #2 and #3 are advised to be alert against big waves generated by the typhoon.The public and the disaster coordinating councils concerned are advised to take appropriate actions and watch for the next bulletin to be issued at 5 AM tomorrow.				


Impact statement

Storm warning signals and the expected impacts of the wind to selected areas based on forecast track of the typhoon

Additional information in terms of floods & landslides and the effects of storms surge

Anatomy of Gale Warning

ANNEX B3

 **REPUBLIC OF THE PHILIPPINES**
Department of Science and Technology
**Philippine Atmospheric, Geophysical and
Astronomical Services Administration (PAGASA)**
Marine Meteorological Services Section, Weather Division
WFFC Bldg., Agham Road, Diliman, Quezon City 1100
FAX NOS: 9264236, 9262021, 9272877, 9271541
Website: <http://www.pagasa.dost.gov.ph> Voice Server: 4338526

GALE WARNING NO. 1

FOR: STRONG TO GALE FORCE WINDS ASSOCIATED WITH THE SURGE OF SOUTHWEST MONSOON.

ISSUED AT: 5:00 AM TODAY, 09 JUNE 2012

STRONG TO GALE FORCE WIND IS EXPECTED TO AFFECT THE NORTHERN AND WESTERN SEABOARDS OF NORTHERN LUZON AND THE WESTERN SEABOARD OF CENTRAL LUZON.

SEABOARDS	WEATHER	WIND FORCE (KPH / KNOTS)	SEA CONDITION	WAVE HEIGHT (meters)
THE NORTHERN AND WESTERN SEABOARDS OF NORTHERN LUZON	OCCASIONAL TO FREQUENT RAINS	(52 – 63) / (28 – 34)	ROUGH TO VERY ROUGH	3.4 to 4.5
THE WESTERN SEABOARD OF CENTRAL LUZON	MOSTLY CLOUDY SKIES WITH SCATTERED RAINSHOWERS AND THUNDERSTORMS	(52 – 63) / (28 – 34)	ROUGH TO VERY ROUGH	3.4 to 4.5

FISHING BOATS AND OTHER SMALL SEACRAFTS ARE ADVISED NOT TO VENTURE OUT INTO THE SEA WHILE LARGER SEA VESSELS ARE ALERTED AGAINST BIG WAVES.

THE NEXT UPDATE WILL BE ISSUED AT 5 PM TODAY.

PREPARED BY: CFP / GMQ / MLM / MAGGE

Statement of the system causing the gale force wind

General statement on the seaboards that will be affected by the gale force wind

Name of the seaboards and associated weather

Expected wind force, Sea Condition and Wave Height

General advisory to fisherman and small sea crafts and alert to larger sea vessel against big waves

Forecasters

DIRECTORY

National



National Disaster Risk Reduction and Management Council (NDRRMC)

- Website: ndrrmc.gov.ph
- Twitter: @NDRRMC_Open
- Facebook: <http://www.facebook.com/pages/Ndrrmc-Open/103742183037609>
- NDRRMC hotlines: (02) 911-1406, (02) 912-2665, (02) 912-5668, (02) 911-5061 to 64



Philippine Atmospheric Geophysical Astronomical Services Administration (PAGASA)

- Website: pagasa.dost.gov.ph
- Twitter: @dost_pagasa
- PAGASA hotline: (02) 433-8526



Philippine Institute of Volcanology and Seismology (PhilVolcs)

- Website: phivolcs.dost.gov.ph
- NDRRMC report an earthquake:
- (02) 426-1468 to 79, local 124/125;
- Text/call: 0905-3134077
- Text only: 0918-9428354



Department of Transportation and Communications (DOTC)

- Website: dotc.gov.ph
- Twitter: @DOTCPhilippines
- Facebook: <http://www.facebook.com/DOTCPhilippines>
- DOTC Hotlines: 7890 or (02) 726-6255



Civil Aviation Authority of the Philippines

- Official website: caap.gov.ph
- Twitter: @CAAP_Operations
- Tel No. (02) 8679-9286



Philippine Coast Guard

- Official Website: coastguard.gov.ph
- Facebook: <https://www.facebook.com/pages/PHILIPPINE-COAST-GUARD/125674810786701>
- Twitter: @PhilCoastGuard1
- Tel. No.: (02) 527-8481 Loc. 6290/6292, Direct line (02) 328-1098



Philippine Information Agency

- Official Website: news.pia.gov.ph
- Twitter: @PIAalerts, @PIANewsDesk
- Tel. No.: (02) 929-4521, (02) 772-7660



National Grid Corporation of the Philippines (NGCP)

- Official Website: www.ngcp.ph
- Twitter: @ngcp_alert; see also: @doe_ph
- Facebook: <https://www.facebook.com/pages/National-Grid-Corporation-of-the-Philippines-NGCP/201591523234244>
- NGCP Hotline: (02) 981.2100



Department of Social Welfare and Development (DSWD)

- Website: dswd.gov.ph
- Twitter: @DSWDserves
- Hotline: (02) 851-2681



Department of Education

- Website: deped.gov.ph
- Twitter: @DepEd_PH
- DepEd Hotline: (632) 6361663, +(63)9194560027



Department of Health (DOH)

- Website: <http://www.doh.gov.ph/>
- Telephone: (+632) 651-7800
- Email: etona@co.doh.gov.ph



Department of Environment and Natural Resources (DENR)

- Website: <http://www.denr.gov.ph>
- Telephone: +63-2-929-6626; 988-3367
- Email: osec@denr.gov.ph



Department of Agriculture (DA)

- Website: <http://www.da.gov.ph/>
- Telephone: (632) 273-AGRI (2474; 928-8756 to 65
- Email: web@da.gov.ph/spja_osec@da.gov.ph



Department of Education (DepED)

- Website: <http://www.deped.gov.ph/>
- Telephone: (632) 6361663; +(63)9194560027
- Email: action@deped.gov.ph



Department of Energy (DOE)

- Website: <https://www.doe.gov.ph/>
- Telephone: (02) 840-20-08 / (02) 840-21-34
- Email: sec@doe.gov.ph



Department of Finance (DOF)

- Website: <http://www.dof.gov.ph/>
- Telephone: (+632) 525.0244
- Email: helpdesk@dof.gov.ph



Department of Trade and Industry (DTI)

- Website: <http://www.dti.gov.ph/>
- Telephone: (+632) 751.0384 Fax: (+632) 895.6487



Department of Transportation and Communications (DOTC)

- Website: <http://www.dotc.gov.ph/>
- Telephone: (02) 727.7960 to 69
- Email: webmaster@dotc.gov.ph



Department of Budget and Management (DBM)

- Website: <http://www.dbm.gov.ph/>
- Telephone: (02) 490-1000
- Email: publicinfo@dbm.gov.ph



Department of Public Works and Highways (DPWH)

- Website: <http://www.dpwh.gov.ph/>
- Telephone: (Hotline) 165-02 / (632) 304-3000 / (632) 304-3370
- Mobile: Type DPWH <space> <your message> <space> <sender's contact detail> and send it to 2920
- Email: Webmaster@dpwh.gov.ph



Department of Foreign Affairs (DFA)

- Website: <http://www.dfa.gov.ph/>
- Telephone: (632) 834-4000 / (632) 834-3000



Department of Justice (DOJ)

- Website: <http://www.doj.gov.ph/>
- Telephone: (+632) 521 2930 / (+632) 523 8481 local 403
- Email: dojac@doj.gov.ph



Department of Labor and Employment (DOLE)

- Website: <http://www.dole.gov.ph/>
- Telephone: (Hotline) (02) 527-8000



Department of Tourism (DOT)

- Website: <http://www.tourism.gov.ph> or <http://itsmorefuninthephilippines.com/>
- Telephone: 459-5200 to 459-5230
- Email: webmaster@tourism.gov.ph



The Executive Secretary

- Website: <http://www.gov.ph/> or <http://president.gov.ph/>
- Telephone: 784-4286 loc. 789 / 735-5359; 736-1076; 736-1010
- Email: op@president.gov.ph



Office of the Presidential Adviser on the Peace Process (OPAPP)

- Website: <http://www.gov.ph/> or <http://president.gov.ph/>
- Telephone: + 632 637-6083 / +632 6360701 to 07
- Email: feedback@opapp.net



Commission on Higher Education (CHED)

- Website: <http://www.ched.gov.ph/>
- Telephone: (+632) 441-0927 / (+632) 441-1257 / (+632) 441-1258 / (+632) 441-1260 / (+632) 441-1261 / (+632) 441-1404



Armed Forces of the Philippines (AFP)

- Website: <http://www.afp.mil.ph/> or www.army.mil.ph
- Telephone: (02) 845-9555 loc.6129



Philippine National Police (PNP)

- Website: <http://pnp.gov.ph/portal/>
- Telephone: +63.02.723.04.01



The Press Secretary Website: <http://www.pcoo.gov.ph/>

- Telephone: (02) 733-3630; 735-3538
- Email: op@president.gov.ph



Philippine National Red Cross (PNRC)

- Website: <http://www.redcross.org.ph/>
- Telephone: (02) 527-0000 / Hotline - 143
- Email: prc@redcross.org.ph / communication@redcross.org.ph / fundgeneration@redcross.org.ph



National Anti-Poverty Commission-Victims of Disasters and Calamities Sector (NAPCVDC)

- Website: <http://maps.napc.gov.ph/>
- Telephone: (02) 426-5028 / 426-5019 / 426-4956 / 426-4965
- Email: info@napc.gov.ph



National Commission on the Role of Filipino Women

- Website: <http://pcw.gov.ph/>
- Telephone: 632.7354767 / +632.7364449
- Email: edo@pcw.gov.ph



Housing and Urban Development Coordinating Council (HUDCC)

- Website: <http://www.hudcc.gov.ph/>
- Telephone: (02) 812-8870 / 811-4168



Climate Change Office of the Climate Change Commission

- Website: <http://climate.gov.ph/>
- Telephone: (632) 7353144 / 7353069
- Email: info@climate.gov.ph



Government Service Insurance System (GSIS)

- Website: <http://www.gsis.gov.ph/>
- Telephone: (+632) 847-4747 / (+632) 479-3600 / (+632) 976-4900
- Email: crmd@gsis.gov.ph ; gsismail@gsis.gov.ph ; ismacu-iso@gsis.gov.ph



Social Security System (SSS)

- Website: <https://www.sss.gov.ph/>
- Telephone: (02) 920-6401 / 920-6446
- Email: ssemail@info.com.ph



Philippine Health Insurance Corporation (PhilHealth)

- Website: <http://www.philhealth.gov.ph/>
- Telephone: (02) 441-744
- Email: actioncenter@philhealth.gov.ph



Union of Local Authorities of the Philippines (ULAP)

- Website: <http://ulap.net.ph/index.php/en/>
- Telephone: (632) 534-6787 / (632) 718-1810
- Email: ulapnatsec@gmail.com



League of Provinces of the Philippines (LPP)

- Website: <http://www.lpp.gov.ph/>
- Telephone: (632) 687-5399 / 631-0170 / 631-0197 / (632) 687-4048
- Email: lpsec2007@yahoo.com



League of Cities of the Philippines (LCP)

- Website: <http://www.lcp.org.ph/>
- Telephone: +63-2-470-6837 / +63-2-470-6813 / +63-2-470-6843
- Email: league.cities.philippines@gmail.com



League of Municipalities of the Philippines (LMP)

- Website: <http://lmp.org.ph/default/>
- Telephone: (+63 2) 913 5737 to 38 / 912 0349 / 440 7280 / 440 7306
- Email: president@lmp.org.ph



Liga ng Mga Barangay (LMB)



OCD

- Website: <http://ocd.gov.ph/>
- Telephone: (02) 911-5061 to 65 or (02) 911-1406 / 912-5668 / 912-2665
- Email: opcen@ndrrmc.gov.ph

Local

Police : _____

Bureau of Fire Protection : _____

Hospital : _____

Local DRRM Office : _____

Local Rescue Team(s) : _____

Water Company : _____

Electric Company : _____

Phone Company : _____

Local Supermarket : _____



Department of the Interior and Local Government
LOCAL GOVERNMENT ACADEMY

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Ortigas Center, Pasig City

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