



**Executive Order No. 02
Series 2010**

**AN ACT OF RECONSTITUTING THE ROXAS CITY COORDINATING
COUNCIL AND OPERATIONALIZING THE CITY DISASTER
PREPAREDNESS PLAN**

WHEREAS, Roxas City has always been subjected to series of natural disaster and calamities every year, and the safety of its people and their properties continuously threatened by typhoons, floods, drought, earthquakes, tsunamis, and the like which resulted to death and massive destruction to crops and properties;

WHEREAS, Parallel to its statutory functions and responsibilities, the City Government must undertake various interventions to develop and strengthen its capabilities in minimizing, if not preventing, the loss of lives and destruction of crops and properties during disaster and calamities, and to alleviate the sufferings of the people in the affected areas;

WHEREAS, it is of necessity to create a body to carry out and enforce the disaster preparedness plan to provide control and coordination in organizing the manpower and materials resources of the city in coping up with any disaster that may arise;

NOW, THEREFORE, I, **ANGEL ALAN B. CELINO**, Mayor of Roxas City, by virtue of the powers vested in me by law, do hereby constitute the City Disaster Coordinating Council and put into operation the City Disaster Preparedness Plan.

SECTION 1. COMPOSITION OF THE COUNCIL

Chairman	: City Mayor
Vice Chairman	: PNP City Chief of Police
Members	: Respective Barangay Chairmen of affected areas
	: Representative, Phil. Coast Guard – Roxas City
	: City Heads/Directors/Representatives of the Following government agencies:
	a. DILG
	b. DPWH
	c. DTI
	d. DENR
	e. PIA
	f. PAGASA
	e. NFA

THE LOCAL PRESIDENT/HEADS OF THE FOLLOWING ENTITIES

- a. PHILIPPINE NATIONAL RED CROSS
- b. REACT
- c. JEEP
- d. CAPELCO
- e. RESCOM, PA
- f. MRWD
- g. CIVAT
- h. KABALIKAT CIVICOM

THE HEADS OF ALL CITY GOVERNMENT DEPARTMENTS

Sangguniang Panlungsod – Vice Mayor	: Ronnie T. Dadivas
City Tourism Officer	: Roland O. Aguirre
City Administrator	: Gilbert G. Tan
City Planning & Development Office	: Mayflor B. Alba
City Veterinarian	: Roberto Dante D. Corros
City Population Officer	: Romeo Legaspi
City Social Welfare & Development Officer	: Lorelie A. Suelo
City Register of Deeds Officer	: Atty. Julie Mae Monique M. Abela
City Assessor	: Norma V. Billones
City Budget Officer	: Hilda F. Fernando
City Accountant	: Teresita T. Bediones
City Civil Registrar	: Ali-Salvio A. Albaña
City General Services Officer	: Glenn L. Amane
City Health Officer	: Maria Esperanza A. Gepilano
City Engineer	: Engr. Ardieli A. Ambrosio
City Agriculturist	: Salvador B. Borda
City Treasurer	: Joselito R. Almodiente
City Legal Officer	: Atty. Luvim D. Amores

SECTION 2. CITY DISASTER PREPAREDNESS PLAN

Operational Concept:

The City Government shall prepare for all conceivable contingencies, making use of all available resources, including those from the private sector and all government agencies in the province, and shall develop self-reliance by promoting and encouraging the spirit of self-help and mutual assistance among counterpart local civil officials and constituents. All available resources of the Roxas City Government, national government agencies and NGO's in the area shall primarily be utilized. The involvement of private organizations and the general public in disaster areas shall be encouraged and maximized. Regular exercises and drills shall be conducted at all levels to enhance the concerned agencies' and the people's reaction capability, and ensure precision and spontaneity in responding to emergencies. Mitigation efforts shall be essential in the grassroots levels in order to lessen the impact of disaster to vulnerable families and individuals by construction of dikes along creeks, food for work activities and the likes. This plan shall be carried in three phases, namely:

PHASE I - Pre Disaster/Calamity Period

1. Hazard/vulnerability analysis of threatened areas;
2. Identification / determination of families needing evacuation;
3. Identification and preparedness of evacuation centers;
4. Determination/preparation of transportation, health sanitation, relief good and other requirements;
5. Dissemination of information on the nature of calamity, causes, prevention and other precautionary measures including alert/warning system;
6. Organization, training and procurement and maintenance of equipment of disaster Response Units and/or DCCs;
7. Preparation, publication and distribution of disaster control/management manuals/pamphlets;
8. Stockpiling and pre-positioning of relief goods, medicines and other supplies;
9. Designation and preparation of distribution centers for relief goods;
10. Setting up/manning/maintenance of Alarm/Early Warning System;
11. Conduct of dry runs/critiques/Assessment of disaster preparedness system plans; and
12. Pre positioning of Disaster Response Task Units with their equipment and supplies in strategic locations.

PHASE II - Disaster/Calamity (Emergency) period

1. Installation of Disaster Operation Center in the areas affected;
2. Activation of evacuation centers;
3. Conduct of evacuation, search and rescue operation;
4. Distribution of relief goods;
5. Provision of medical assistance, sanitation and other services;
6. Maintenance of law and order in calamity/disaster-stricken areas and evacuation center/s
7. Monitoring, assessment and gathering of data regarding the casualties, damages, affected families and other effects of the calamity;
8. Undertaking of rehabilitation on efforts in coordination with concerned DCCs;
9. Rendition of situation and other periodic report to PDCCs and RDCCs;
10. Provision of security to affected areas and evacuation centers.

PHASE III – Post Disaster/Calamity Period

The following shall be undertaken:

1. Continue rescue, relief, recovery and/or evacuation operations, as warranted;
2. Continue maintenance of peace and order,
3. Province rehabilitation assistance to victims
4. Submit final report with lessons learned and recommendations to improve future disaster control/mitigation operations.

SECTION 3. SPECIFIC TASKS

a. City Disaster Coordinating Council (CDCC)

- 1) Operate and maintain a City Disaster Operation Center at the City Hall.
- 2) Exercise overall operational supervision and coordinating in executing the concept of operations;
- 3) Implement within AOR the guidelines set by RDCC;
- 4) Advise Barangay Disaster Coordinating Council on Disaster management;
- 5) Submit report/recommendation to PDCC as necessary

b. CDCC Chairman (City mayor)

1. Convene the council as often as necessary to effectively coordinate the provincial efforts on disaster preparedness, emergency operation, relief, recovery and rehabilitation, activities;
2. Call on all government departments, bureaus, agencies and the private sector for assistance in the preparation, reaction to and in recovery from the effects of disaster/calamities and other emergencies.

c. CDCC Disaster Operation Center Action Group

1. Monitor the progress of government relief and rehabilitation effort within the province;
2. Liaison with all parties concerned for necessary assistance/coordination;
3. Conduct dry runs with other local/national government agencies to improve communication and reports related to calamities that endanger the lives and properties;
4. Submit reports related to calamities that endanger the lives and properties of residents in respective areas to include rescue, relief and recovery and make proper request to PDCC for additional support.

d. Department of Public Works and Highways (DPWH)

- 1) Organize reaction teams to carry out assigned tasks;
- 2) Provide heavy and light equipment for rescue and recovery operations;
- 3) Make available existing communication facilities for disaster operation;
- 4) Assist in providing transportation facilities to transport relief supplies, personnel and disaster victims;
- 5) Restore destroyed public works such as flood control, waterworks, roads, bridges and other facilities/structures.

e. Department of Education, Culture and Sports (DECS)

- 1) Organize disaster control groups and reaction teams in all schools and institutions;
- 2) Make available suitable school buildings nearest the affected areas as evacuation centers;
- 3) Assist in the public education campaign through integration in the school curricula subjects relative to the different calamities, their causes and precautionary measures.

f. Department of Environment and Natural Resources (DENR)

1. Organize reaction teams to carry out assigned task;
2. Reforest and control areas which tend to cause flooding, landslides, mudflows and ground subsidence;
3. Provide seeds, seedlings and saplings for reforestation campaign;
4. Provide technical assistance regarding mines, forest and land;
5. Issue advisories on environment pollution and furnish all concerned agencies.

g. Department of Interior and Local Government (DILG)

- 1) Oversee the organized Disaster Coordinating Councils in the Barangays in coordination with the Office of Civil Defense (OCD)
- 2) Assist the Local Disaster Coordinating Councils (LDCCs) in the establishment of Disaster Operation Centers;
- 3) Conduct training for members of LDCCs in coordinating with OCD, DSWD, PNRD and other appropriate agencies;
- 4) Assist LGUs in organizing and training Disaster Control Groups and Reaction teams;
- 5) Organized action teams to carry out assigned task.

h. Department of National Defense (DND) Thru the Philippine Army's 3ID at Camp Peralta in Jamindan.

1. Establish communication linkages;
2. Assist the PNP in providing security coverage in disaster areas;
3. Assist (through its Engineering Unit) in the reconstruction of damaged national and local roads and/or bridges, structures or facilities;
4. Assist in providing transportation facilities for immediate evacuation of disaster victims and distribution of relief goods;
5. Organize reaction teams in all military installations.

i. Office of the Civil Defense (OCD)

1. Develop and prepare programs of instruction for disaster preparedness training in coordination with DILG;
2. Formulate/prepare training programs and train disaster reaction teams of different agencies;
3. Conduct studies on disaster management.

j. Philippine National Police (PNP)

1. Organize Police Auxiliary Services and Fire Auxiliary Services in the City/ Municipalities and Barangays;
2. Provide security coverage in disaster areas;
3. Organize/ train disaster rescue teams.

k. Department of Trade and Industry (DTI)

1. Carry out measures to maintain normal level of prices of commodities during emergencies;
2. Assure availability of commodities in calamity areas;
3. Organized reaction team to carry out assigned tasks.

l. Philippine Information Agency (PIA)

1. Coordinate with the local government units, broadcast and print media and NGOs in information dissemination regarding disaster preparedness and operation as well as in warning the public on impending disaster;
2. Monitor activities and gather feedback relative to emergencies;
3. Organize action team to carry out assigned tasks.

m. Philippine atmospheric Geographical and Astronomical Services Administration (PAG- ASA)

1. Prepare daily weather forecasts, typhoon warnings and flood outlook;
2. Disseminate weather information to the CDCC and concerned agencies and to the general public.

n. Philippine National Red Cross (PNRC)

1. Conduct disaster leadership training courses and assist in training of disaster rescue teams and emergency welfare service units all levels;
2. Assist in providing emergency relief assistance to disaster victims;
3. Make available whole blood and its derivatives in times of disasters;
4. Interface its emergency welfare services (warming, rescue, evacuation, medical, first aid/ ambulance) with activities of CDCC member agencies.

SECTION 4. COORDINATING INSTRUCTIONS:

- a. All tasked agencies shall develop and execute their respective action plans in support of the City Calamity and Disaster Preparedness Plan;
- b. Although the principle of agency specialization shall be respected, planning and operation shall be done on an interagency and multi-sectoral basis to optimize the utilization of resources;
- c. When any emergency affects several towns and the capital city, mayors shall place themselves and their manpower and facilities under the operational control of the City Mayor for the duration of the emergency;
- d. All national government offices, including government controlled corporations are reminded that the national government exists to support the local governments.

In time of emergencies, all national government offices assigned to this province shall support the CDCC and Office of the Mayor in implementing the provisions of the Preparedness Plan.

SECTION 5. ADMINISTRATION AND LOGISTICS:

- a. All agencies shall provide their own logistic and financial support for short term operations.
- b. Request for support for protracted operation or operational support requirements beyond the capability of the CDCC shall be transmitted to PDCC.

SECTION 6. CONTROL

The direction and control of city-wide disaster operations will be exercised by the CDCC through the facilities of the Office of the Mayor. Direction and control at all other levels will be exercised through their respective Disaster Operation Centers.

SECTION 7. EFFECTIVITY. This Order shall take effect immediately upon signing.

Done this _____ day of _____, 2010 in Roxas City, Capiz, Philippines.

ANGEL ALAN B. CELINO
City Mayor