



PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN



PDRRMO

PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE



1F ANTONINO BUILDING,
BRGY. 2, SAN FERNANDO
CITY LA UNION



09985611519
607-87-23



LaUnionRescue911

TANGGAPAN NG SANGGUNIANG PANLALAWIGAN

EXCERPT FROM THE JOURNAL OF THE 76th REGULAR SESSION OF THE 21st SANGGUNIANG PANLALAWIGAN OF LA UNION HELD AT THE SPEAKER PRO-TEMPORE FRANCISCO I. ORTEGA PROVINCIAL LEGISLATIVE BUILDING AND SESSION HALL, PROVINCIAL CAPITOL, CITY OF SAN FERNANDO, PROVINCE OF LA UNION ON DECEMBER 15, 2017

Hon. Aureo Augusto Q. Nisco

Vice Governor / Presiding Officer

PRESENT:

Hon. Francisco "Kit" C. Ortega, Jr.	Member
Hon. Jonathan Justo A. Deros	Member
Hon. Gary N. Pinzon	Member
Hon. Reynaldo M. Mosuela	Member
Hon. Carlo Castor U. Concepcion	Member
Hon. Maria Annabelle S. De Guzman	Member
Hon. Christian I. Rivera	Member
Hon. Ruperto A. Rillera, Jr.	Member
Hon. Nancy Corazon M. Bacunay	Member
Hon. Belarmin A. Flores II	Member
Hon. Francisco Paolo P. Ortega V	Member
Hon. Manuel Victor R. Ortega, Jr.	Member

ABSENT

NONE

RESOLUTION NO. 693-2017

ADOPTING THE PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN (PDRRMP), CY 2017-2022 OF LA UNION

WHEREAS, Section 12 of Republic Act No. 10121 provides that one of the functions of the Local Disaster Risk Reduction and Management Council is to "formulate and implement a comprehensive and integrated Local Disaster Risk Reduction and Management Plan in accordance with the national, regional and provincial framework and policies on disaster risk reduction in close coordination with the Local Development Councils (LDCs);

WHEREAS, the PDRRMP includes climate change adaptation and mitigation efforts, disaster response and community preparedness projects, programs and activities (PPAs) aligned towards the attainment of the Province's Disaster Risk Reduction and Management Roadmap to have a "Well Managed Disaster Preparedness and Risk Management for Improved Competitiveness and Quality of Life;"

WHEREAS, said plan outlines the activities aimed at strengthening the capacity of the Provincial Government of La Union and partner stakeholders in building resilient communities and institutionalizing disaster risk reduction and management efforts and measures;

WHEREAS, the Sangguniang Panlalawigan deems it necessary to approve this Plan considering that this will redound to the best interest of the people of La Union;

NOW, THEREFORE, on motion of Hon. Gary N. Pinzon, unanimously seconded;

THE SANGGUNIANG PANLALAWIGAN IN SESSION DULY ASSEMBLED:

RESOLVED, as it is hereby resolved, to approve the Provincial Disaster Risk Reduction and Management Plan (PDRRMP), CY 2017-2022 of La Union;

RESOLVED FURTHER, to furnish copies of this resolution to all offices/agencies concerned, for their information and guidance.

APPROVED

I HEREBY CERTIFY to the correctness of the foregoing resolution

DONATO A. RIMANDO
Secretary to the Sanggunian

ATTESTED:

AUREO AUGUSTO Q. NISCE
Vice-Governor
Presiding Officer

NOTED:

FRANCISCO EMMANUEL "PACOY" R. ORTEGA III
Provincial Governor





Republic of the Philippines
PROVINCE OF LA UNION
City of San Fernando



OFFICE OF THE PROVINCIAL GOVERNOR

En/ Sr. Ros.

PROVINCIAL DEVELOPMENT COUNCIL

**EXCERPTS FROM THE MINUTES OF THE PROVINCIAL DEVELOPMENT COUNCIL (PDC)
MEETING HELD ON DECEMBER 13, 2017, 8:30 A.M. AT THE DIEGO SILANG HALL,
PROVINCIAL CAPITOL, CITY OF SAN FERNANDO, LA UNION.**

RESOLUTION NO. 10, SERIES OF 2017

**RESOLUTION APPROVING THE PROVINCIAL DISASTER RISK REDUCTION AND
MANAGEMENT PLAN (PDRRMP), CY 2017-2022 OF LA UNION AND ENDORSING THE
SAME TO THE SANGGUNIAN PANLALAWIGAN FOR THEIR ADOPTION AND
APPROVAL.**

WHEREAS, Section 12 of Republic Act No. 10121 provides that one of the functions of the Local Disaster Risk Reduction and Management Council is to "formulate and implement a comprehensive and integrated Local Disaster Risk Reduction and Management Plan in accordance with the national, regional and provincial framework and policies on disaster risk reduction in close coordination with the Local Development Councils (LDCs)";

WHEREAS, in compliance with the said Republic Act, the Province of La Union formulated the Provincial Disaster Risk Reduction and Management Plan (PDRRMP) through the Provincial Disaster Risk Reduction and Management Council (PDRRMC);

WHEREAS, the PDRRMP includes climate change adaptation and mitigation efforts, disaster responses and community preparedness projects, programs and activities (PPAs) aligned towards the attainment of the Province's Disaster Risk Reduction and Management Roadmap to have a "Well Managed Disaster Preparedness and Risk Management for Improved Competitiveness and Quality of Life";

WHEREAS, said Plan outlines the activities aimed at strengthening the capacity of the Provincial Government of La Union and partner stakeholders in building resilient communities and institutionalizing disaster risk reduction and management efforts and measures;

NOW, THEREFORE, on motion raised by Hon. Francisco "Kit" C. Ortega, Jr.
duly seconded by all;


BE IT RESOLVED, AS IT IS HEREBY RESOLVED, to adopt the Provincial Disaster
Risk Reduction and Management Plan (PDRRMP), CY 2017-2022 as presented:

RESOLVED FURTHER, to endorse the same to the Sangguniang Panlalawigan
for approval ;


RESOLVED FINALLY, to furnish copies of this resolution to all offices
concerned.

UNANIMOUSLY APPROVED.

I hereby certify to the correctness of the foregoing resolution.


DR. MAURO LIBATIQUE JR.
PDC Head Secretariat/
Provincial Planning and
Development Coordinator

APPROVED:


FRANCISCO EMMANUEL "PACOY" R. ORTEGA III
PDRRMC Chairman/Provincial Governor



Republic of the Philippines
PROVINCE OF LA UNION
City of San Fernando



OFFICE OF THE PROVINCIAL GOVERNOR



Today, disaster preparedness is ranked as top priority of the Provincial Disaster Risk Reduction and Management Office (PDRRMO). With Typhoon "Pepeng" in 2009 and Tropical Storm "Helen" in 2012 devastating La Union, disaster preparedness is an indispensable responsibility of every citizen of La Union in upholding each and everyone's constitutional rights to life.

When comparing with previous disasters, the rate of occurrences of typhoons hitting the country, more specifically in the province has evolved at an exponential rather than a linear pace. Moreover, it is disrupting almost every commerce and trade here in La Union.

The Provincial Disaster Risk Reduction and Management Plan 2017-2022, shall promote a culture of self-help in the province.

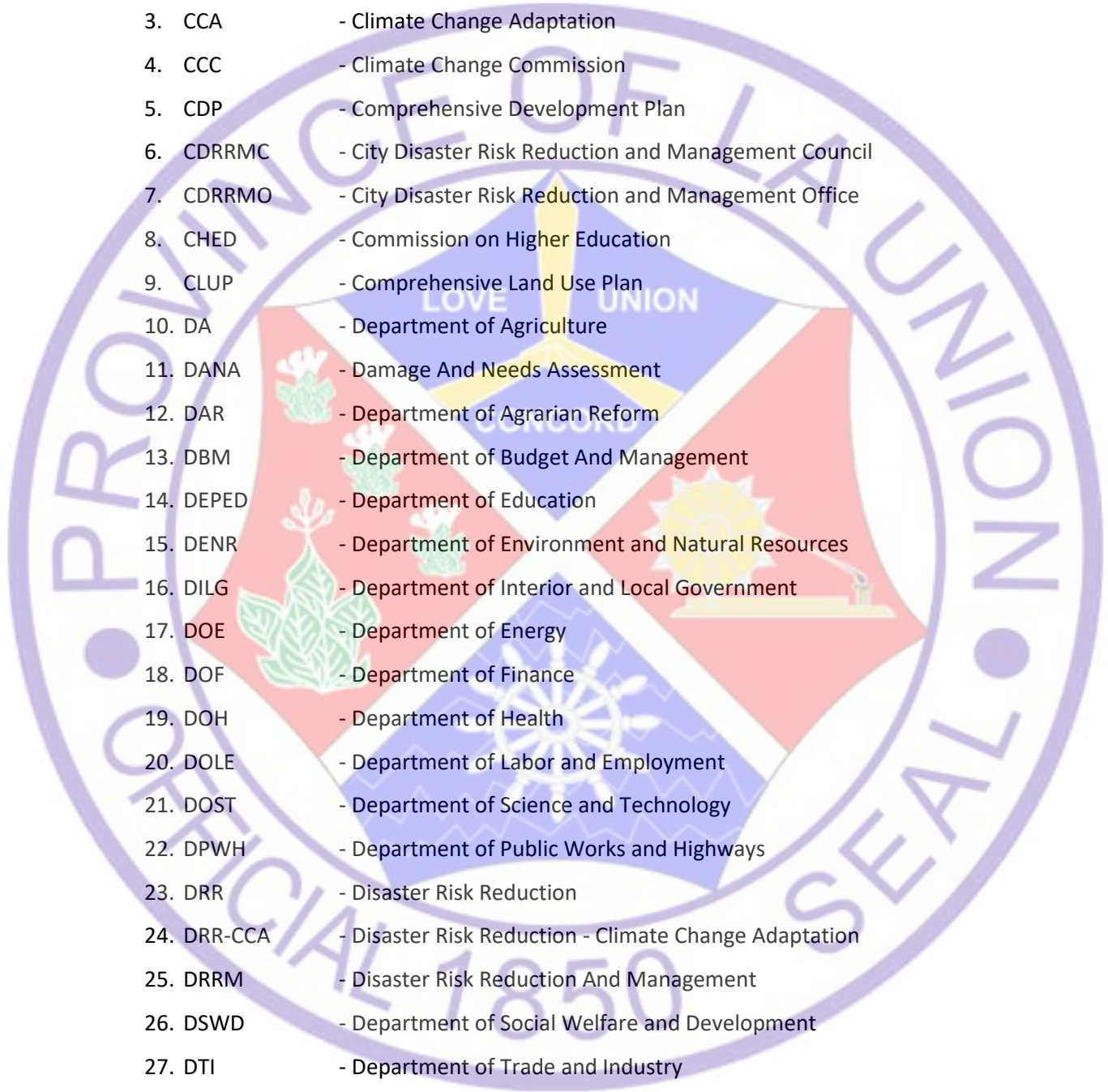
As we move forward with this vision, the Provincial Government of La Union will transform the entire system of disaster management and governance, with beneficial long-term gains in efficiency and productivity. Strengthened disaster resilience and adaptive communities, casualties and damages will diminish, all of which will open new opportunity to drive economic growth.

We stand on the brink of disaster risk reduction and management transformation that will fundamentally improve the way we live, work, and relate to one another. In its scale, score, and complexity, the change will be unlike anything we experienced before. We do not yet know just how it will unfold, but one thing is clear: the response of it must be integrated and comprehensive, involving all stakeholders of the provincial polity, from the public and private sectors to academia and civil society.

Agay-ayat kadamay amin!

FRANCISCO EMMANUEL "PACOY" R. ORTEGA III
Provincial Governor/ Chair, PDRRMC

ACRONYMS

The seal of the Province of La Union is a large, circular emblem in the background. It features a purple outer ring with the text 'PROVINCE OF LA UNION' at the top and 'SEAL 1850' at the bottom. Inside the ring is a shield divided into four quadrants by a white cross. The top-left quadrant is blue with a white star and the word 'LOVE'. The top-right quadrant is purple with a white star and the word 'UNION'. The bottom-left quadrant is red with a white star and a green plant. The bottom-right quadrant is blue with a white star and a yellow sun. A yellow banner with the word 'PROGRESS' is draped across the center of the shield.

1. BLGU	- Barangay Local Government Unit
2. BDRMC	- Barangay Disaster Risk Reduction and Management Committee
3. CCA	- Climate Change Adaptation
4. CCC	- Climate Change Commission
5. CDP	- Comprehensive Development Plan
6. CDRMC	- City Disaster Risk Reduction and Management Council
7. CDRMO	- City Disaster Risk Reduction and Management Office
8. CHED	- Commission on Higher Education
9. CLUP	- Comprehensive Land Use Plan
10. DA	- Department of Agriculture
11. DANA	- Damage And Needs Assessment
12. DAR	- Department of Agrarian Reform
13. DBM	- Department of Budget And Management
14. DEPED	- Department of Education
15. DENR	- Department of Environment and Natural Resources
16. DILG	- Department of Interior and Local Government
17. DOE	- Department of Energy
18. DOF	- Department of Finance
19. DOH	- Department of Health
20. DOLE	- Department of Labor and Employment
21. DOST	- Department of Science and Technology
22. DPWH	- Department of Public Works and Highways
23. DRR	- Disaster Risk Reduction
24. DRR-CCA	- Disaster Risk Reduction - Climate Change Adaptation
25. DRRM	- Disaster Risk Reduction And Management
26. DSWD	- Department of Social Welfare and Development
27. DTI	- Department of Trade and Industry
28. EMS	- Emergency Medical Services
29. GDP	- Gross Domestic Product
30. HFA	- Hyogo Framework of Action
31. IEC	- Information, Education And Communication
32. IMT	- Incident Management Team



The seal of the Province of La Union is a large, circular emblem in the background. It features a purple outer ring with the text 'PROVINCE OF LA UNION' at the top and 'SEAL' at the bottom. Inside the ring is a shield divided into four quadrants by a white cross. The quadrants are colored red, blue, and green. The shield is adorned with a sunburst in the center, a star, and various symbols including a flower, a leaf, and a gear. The year '1850' is inscribed at the bottom of the shield.

33. LDRRMF	- Local Disaster Risk Reduction And Management Fund
34. LDRRMO	- Local Disaster Risk Reduction And Management Office
35. LGUS	- Local Government Units
36. MDRRMC	- Municipal Disaster Risk Reduction and Management Council
37. MDRRMO	- Municipal Disaster Risk Reduction and Management Office
38. MDG	- Millennium Development Goals
39. MGB	- Mines And Geosciences Bureau
40. MLGU	- Municipal Local Government Unit
41. NCCAP	- National Climate Change Action Plan
42. NDRRMF	- National Disaster Risk Reduction And Management Fund
43. NDRRMP	- National Disaster Risk Reduction and Management Plan
44. NGO	- Non Government Organization
45. PAGASA	- Philippine Atmospheric Geophysical And Astronomical Services Administration
46. PAR	- Philippine Area of Responsibility
47. PDC	- Provincial Development Council
48. PDP	- Philippine Development Plan
49. PDPFP	- Provincial Development and Physical Framework Plan
50. PDRRMC	- Provincial Disaster Risk Reduction and Management Council
51. PDRRMO	- Provincial Disaster Risk Reduction and Management Office
52. PDRRMP	- Provincial Disaster Risk Reduction and Management Plan
53. PEO	- Provincial Engineering Office
54. PENRO	- Provincial Environment And Natural Resources Office
55. PGLU	- Provincial Government Of La Union
56. PHIVOLCS	- Philippine Institute Of Volcanology And Seismology
57. PIA	- Philippine Information Agency
58. PNP	- Philippine National Police
59. PPDC	- Provincial Planning And Development Coordinator
60. PPDO	- Provincial Planning And Development Office
61. PPP	- Public-Private Partnership
62. PSWDO	- Provincial Social Welfare and Development Office
63. OPVet	- Office of the Provincial Veterinarian
64. OPAg	- Office of the Provincial Agriculturist
65. RDANA	- Rapid Damages Assessment and Needs Analysis

- | | |
|-----------|-----------------------------------------------------------|
| 66. RDRMC | - Regional Disaster Risk Reduction And Management Council |
| 67. SAR | - Search And Rescue |
| 68. TESDA | - Technical Education And Skills Development Authority |
| 69. UNDP | - United Nations Development Fund |



**PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN
(PDRRMP), CY 2017 - 2022
Province of La Union**

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PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN
(PDRRMP), CY 2017 – 2022
Province of La Union

EXECUTIVE SUMMARY

The Provincial Disaster Risk Reduction and Management Plan (PDRRMP) is a “road map” indicating the vision and strategic objectives of La Union for the next 5 years while pursuing the strategic goals of the Sendai framework for Disaster Risk Reduction 2015-2030. The PDRRMP takes off from the four (4) thematic areas of the National Disaster Risk Reduction and Management Plan and is necessary to sustain the gains from positive effects and lessons learned from disaster risk reduction (DRR) initiatives by different stakeholders. The PDRRMP contains four (4) priority programs and projects from 2017-2022 based on strategic actions gathered after several consultation with members of the PDRRMC. The PDRRMP utilizes the multi-hazard approach in managing the impact of natural and human-induced disasters especially the threat of climate change. The document in part is a continuation of the PDRRMO 2013-2018.

One guiding principle of PDRRMP requires multi-stakeholder participation to mainstream DRR in La Union. Consultations are part of an inclusive and ongoing process that needs to be continued. Another principle of PDRRMP is that DRR is directly linked to poverty alleviation and sustainable development. In consonance with the expected outcome of the Sendai Framework for Disaster Risk Reduction. The PDRRMP envisions the reduction of disaster losses in lives, and in the social, economic and environmental assets of communities and the country. The PDRRMP is also consistent with parallel effort to transform La Union the Heart of Agri-tourism by 2025.

TIMELINES. In general, the set of activities are given annual targets which shall contribute to meeting the commitments under the Sendai Framework for Disaster Risk Reduction.

PDRRMP PRIORITY PROJECTS. To fast track the implementation of the PDRRMP, priority projects are identified. The purpose is to either replicate good DRRM practices or implement projects in areas which need the most. All priority projects of the PDRRMP are:

1. Develop contingency and disaster preparedness plans
2. Provide timely and effective disaster response
3. Mitigate adverse impacts of disasters
4. Facilitate disaster recovery and rehabilitation

IMPLEMENTATION OF THE PDRRMP. At the provincial level, implementation of the PDRRMP shall take place through the integration of DRRM into relevant provincial plans as well through the development and implementation of respective action plans of local government units for their respective activities as indicated in the PDRRMP.

As explicitly stated under Republic Act 10121, the PDRRMO has the overall responsibility of approving the PDRRMP and ensuring that it is consistent with the PDRRMF. It also has the main responsibility of coordination, integration, supervision and monitoring the development and enforcement by agencies and organizations of the various laws, plans, programs, guidelines, codes, or technical standards required by this act; managing and mobilizing resources for DRRM, including the National DRRM Fund; monitoring and providing the necessary guidelines and

procedures on the Local DRRM Fund (LDRRMF) releases as well as the utilization, accounting, and auditing thereof.

In addition, the PDRRMO has the main responsibility of ensuring the implementation and monitoring of the PDRRMP. Specifically, it is tasked to conduct periodic assessment and performance monitoring of member-agencies of the PDRRMC and the C/MDRRMCs. It is also responsible for ascertaining that the physical framework, social, economic and environmental plans of communities, cities, municipalities and provinces are consistent with the PDRRMP. PDRRMO is also tasked to make sure that all DRR programs, projects and activities requiring national and international shall be in accordance with duly established national policies and aligned with international agreements. At the local level, the PDRRMO needs to review and evaluate the Local DRRM Plans (LDRRMPs) to facilitate the integration of DRR measures into the local plans.

Agency leads and implementing partner organizations and/or groups are identified in the PDRRMP to ensure the effective implementation of the PDRRMP. Lead agencies and implementing partners shall work together to identify specific programs and projects and pin down specific budget to effect better DRRM investment and synergy between government programs.

RESOURCE MOBILIZATION. At the provincial level, the following sources can be tapped to fund the various DRRM Programs and projects:

1. LDRRMF
2. Donor Funds

MONITORING AND EVALUATION. Results-based programming shall be used in ensuring that implementation is on time and learning from experiences is built into the DRRM system. The PDRRMO shall develop a standard monitoring and evaluation template together with the Technical Management Group. The stepwise monitoring and evaluation process includes the sub-component LGUs. To monitor and evaluate, the indicators will be used against targets and activities identified in each of the four thematic areas of DRR with the aid of the identified means of verification. Annual reporting is done by the PDRRMC through the PDRRMO to the Office of the Governor, within the quarter of the succeeding year.

DEFINITION OF TERMS

1. *Community-Based Disaster Risk Management (CBDRM)* - It is a process in which at-risk communities are actively engaged in the identification, analysis, treatment, monitoring and evaluation of disaster risks in order to reduce their vulnerabilities and enhance their capacities. The involvement of most vulnerable social groups is considered as paramount in this process, while the support of the least vulnerable groups to them is necessary for successful implementation.
2. *Contingency Planning* - it is a systematic approach to identifying what can go wrong in a situation. Process of identifying contingency events and be prepared with plans, strategies and approaches for avoiding, coping or even exploiting them
3. *Disaster*- it is a disruption in the normal functioning of a society which leads to loss of human life, property and environmental resources, and which exceeds the ability of the affected communities to cope unaided.
4. *Disaster Preparedness* - comprises measures that can be carried out for fast and effective evacuation, to save human life, mitigate loss and damage to properties and provide emergency assistance. Full-scale preparedness includes: early-warning systems, deployment and coordination capabilities, emergency plans, emergency supply reserves and training.
5. *Disaster Prevention and Mitigation* - it denotes activities that prevent or mitigate the adverse effects of extreme natural events, above all in the medium and long term. These include on the one hand political, legal, and administrative and infrastructure measures to address the hazard situation and on the other hand influencing the lifestyle and behavior of the endangered population to reduce their disaster risk.
6. *Disaster Risk* - designates the extent expected cost of damage and loss a natural or manmade hazard. It is determined as the product of the factors hazard and vulnerability. Hazard includes the probability and the magnitude of the anticipated natural event; vulnerability comprises a number of political-institutional, economic, sociocultural and geographical factors. The following formula is widely used to calculate disaster risk as the product of these two factors:
$$\text{Risk} = \text{Hazard} \times \text{Vulnerability}$$
7. *Disaster Risk Management* (in Technical Cooperation) - comprises actions (programs, projects and/or measures) and instruments whose intended impacts are expressly aimed at reducing disaster risk in endangered regions and mitigating the extent of disasters. Disaster risk management is the generic term for the operational areas risk assessment, disaster prevention and mitigation and disaster preparedness.

8. *Disaster Risk Reduction (DRR)* - This consist strategies aim to minimize the effects of natural hazards such as earthquakes and cyclones on communities by reducing their vulnerability to loss of life and livelihoods, within a broad context of sustainable development.
9. *Hazards* – these are extreme natural events that can have adverse consequences. The extent of the hazard depends on its probability within a certain period of time and region and the severity of the event.
10. *Risk* - *can* be defined as the product of the probability of a defined circumstance occurring and the consequence of the occurrence of said circumstance. It can be seen that assuming risk may well lead to both positive and negative outcomes.
11. *Risk Assessment/Risk Analysis* - *a study conducted* based on the result of surveys made of the current hazards posed by *extreme natural events* as well as the respective local vulnerability of the population and their basis for livelihood to ascertain the specific risks within a region. Based on this information disaster risk can be purposely reduced.
12. *Risk Management* - is the term used for the *systematic* approach and practice of managing uncertainty and potential losses, involving risk assessment and analysis and the development of strategies and specific actions to control and reduce risks and losses.
13. *Vulnerability* - denotes the inadequate means or ability to protect oneself against the adverse impacts of external events on the one hand and on the other to recover quickly from the effects of the natural event. Vulnerability is made up of many political-institutional, economic and sociocultural factors.
14. *Vulnerability* (as defined in the Hyogo Framework for Action) - The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards.

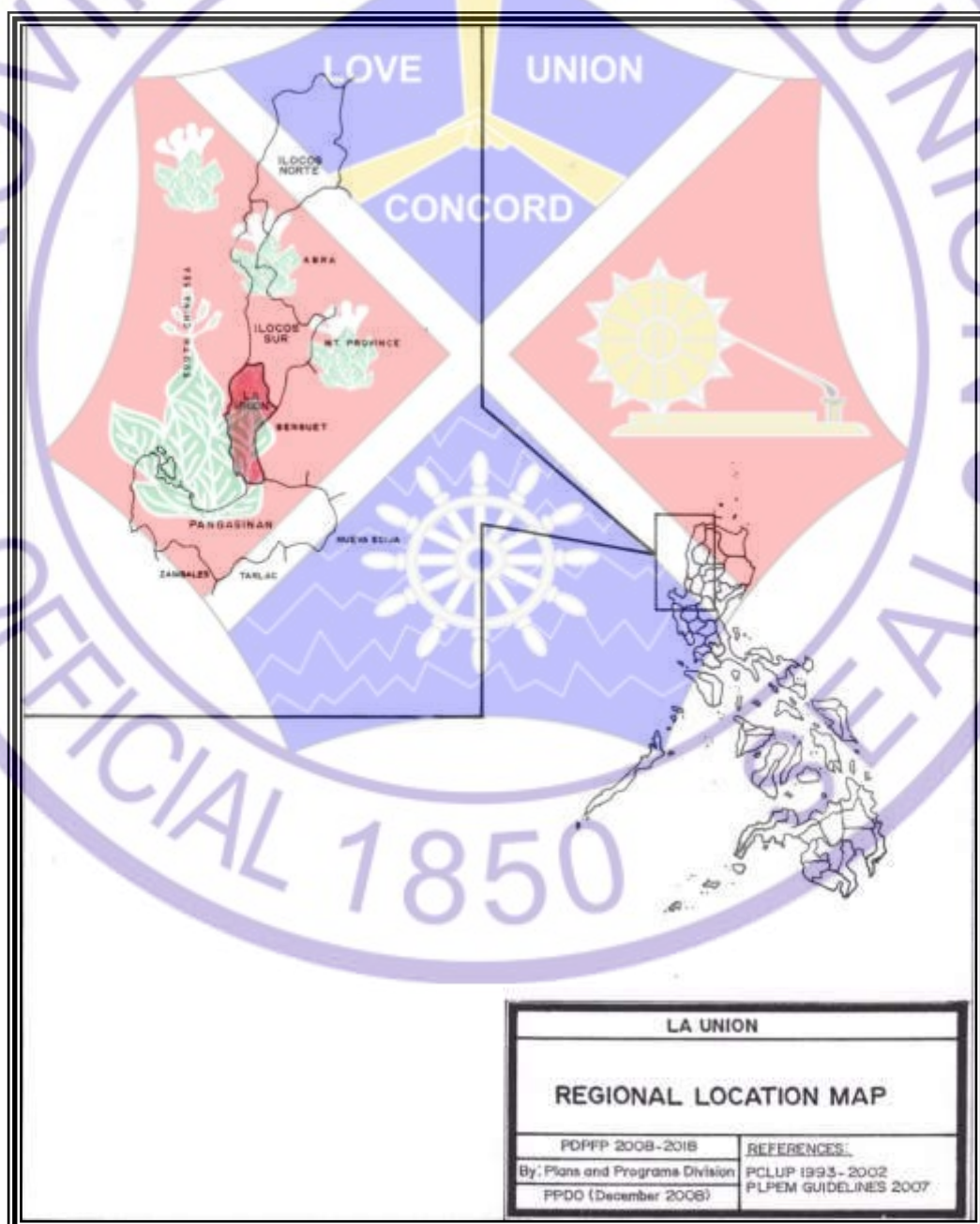
CHAPTER I: ECOLOGICAL PROFILE

1. POPULATION AND SOCIAL SERVICES

La Union is located in the southwestern part of the Ilocos Region bounded on the north and northeast by Ilocos Sur; on the south by Pangasinan; on the east by Benguet; and on the west by the West Philippine Sea.

The province is composed of one (1) city and nineteen (19) municipalities gaining a share of 16.39 percent from the Region's total. The 576 barangays of the province accounts 17.76 percent of the Region's total. The lone city is the province's capital – the City of San Fernando

MAP 1: REGIONAL LOCATION MAP

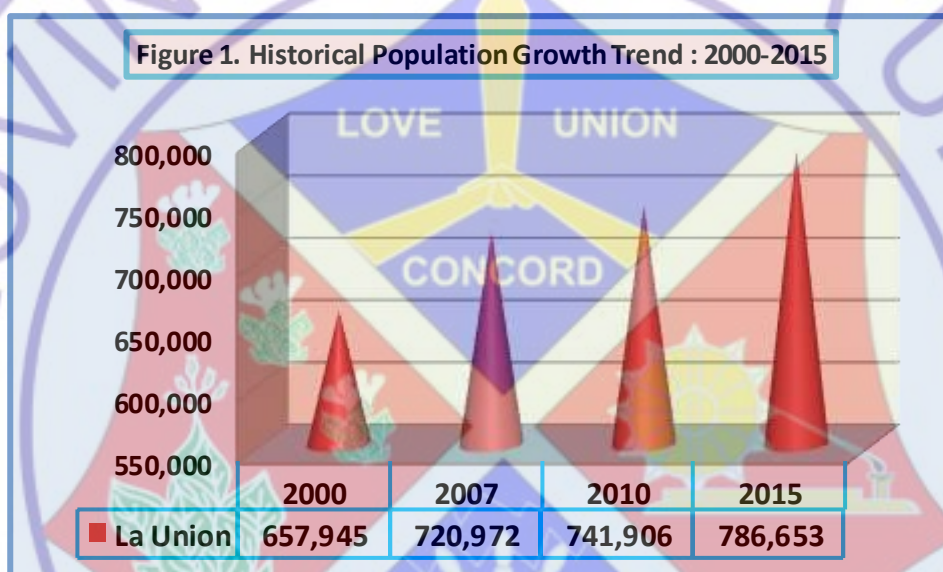


1. Population and Settlement

1.1 Size, Distribution, Growth Rate and Density

The Census of Population in year 2015 showed that La Union has a total population of 786,653 persons, and registering a share of 16 percent of the total regional population. As for congressional district distribution, District 1 shared 46 percent of the total population while District II has a bigger share of 54 percent.

The annual population growth rate from 2010- 2015 was 1.12 percent, higher by 0.07 percent from that of the 2007-2010 figure which is 1.05 percent. The annual population growth rate is higher than the region's 1.09 but relatively lower compared with the national APGR of 1.72.



Source of Data: Philippine Statistics Authority

The province's population density increased from 497 in CY 2010 to 527 in CY 2015 which means that in CY 2015, 30 persons more were added to the occupants of a square kilometer. Agoo, a first class municipality from the 2nd District has the highest population density of 1,240 in CY 2015 while Bagulin, an upland municipality, has the least with only 91 persons per square kilometer.

TABLE 1. LAND AREA, POPULATION, POPULATION DENSITY AND DOUBLING TIME, BY MUNICIPALITY/CITY: 2010 - 2015

DISTRICT/ MUNICIPALITY/ CITY	LAND AREA (hectares)	POPULATION		GROWTH RATE (%)	POPULATION DENSITY (person/sq.km.)		DOUBLING TIME (Years)
		2010	2015		2010	2015	
DISTRICT I	70,069	343,346	359,719	0.89	490	513	77
BACNOTAN	6,507	40,307	42,078	0.82	619	647	84
BALAOAN	6,870	37,910	39,188	0.63	552	570	109
BANGAR	3,604	34,522	35,947	0.77	958	997	89
LUNA	4,489	35,380	35,802	0.23	788	798	305
SN. FDO. CITY	10,688	114,963	121,812	1.11	1,076	1,140	62
SAN GABRIEL	15,500	16,628	18,172	1.71	107	117	40
SAN JUAN	5,186	35,098	37,188	1.11	677	717	62
SANTOL	8,237	12,007	12,476	0.73	146	151	94
SUDIPEN	8,988	16,531	17,056	0.60	184	190	116
DISTRICT II	79,240	398,560	426,934	1.32	503	539	52
AGOO	5,135	60,596	63,692	0.95	1,180	1,240	72
ARINGAY	12,207	44,949	47,458	1.04	368	389	66
BAGULIN	14,762	12,590	13,456	1.28	85	91	54
BAUANG	7,160	70,735	75,032	1.13	988	1,048	61
BURGOS	4,516	7,850	8,067	0.52	174	179	133
CABA	4,862	21,244	22,039	0.70	437	453	98
NAGUILIAN	8,740	48,407	54,221	2.18	554	620	32
PUGO	5,585	16,518	19,690	3.40	296	353	20
ROSARIO	7,000	52,679	55,458	0.98	753	792	70
STO. TOMAS	3,242	35,999	39,092	1.58	1,110	1,206	44
TUBAO	6,031	26,993	28,729	1.19	448	476	58
LA UNION	149,309	741,906	786,653	1.12	497	527	62

2. Income Based Poverty Statistics

Between CY 2006 and 2012 (See Table No. 2), poverty incidence of families peaked in CY 2005 at 22.40% or close to 36,000 families, then this suddenly and significantly dropped to 15.30% in 2012, a 7.10 percentage point drop in a period of 3 years. This indeed was a remarkable achievement which allowed the province to gain a high degree of probability in achieving the target on poverty reduction by 2015. In terms of the subsistence incidence of families between the two periods (2009 and 2012), a reduction was also made from 9.50% (15,203 families) in 2009 to 5.20% in 2012 (8,933 families).

Table 2 : Income-Based Poverty Statistics, CYs 2006-2012

Area	Poverty Incidence among Families (%)				
	2006	2009	2012	% Point	
				(increase/decrease)	
				2006-2009	2009-2012
Region I	19.9	16.8	14.0	(3.1)	(2.8)
IlocosNorte ^{b/}	13.7	11.1	8.4	(2.6)	(2.7)
IlocosSur ^{b/}	16.4	13.4	13.7	(3.0)	0.3
La Union	20.8	22.4	15.3	1.6	(7.1)
Pangasinan	21.8	17.2	14.9	(4.6)	(2.4)

3. Social Services

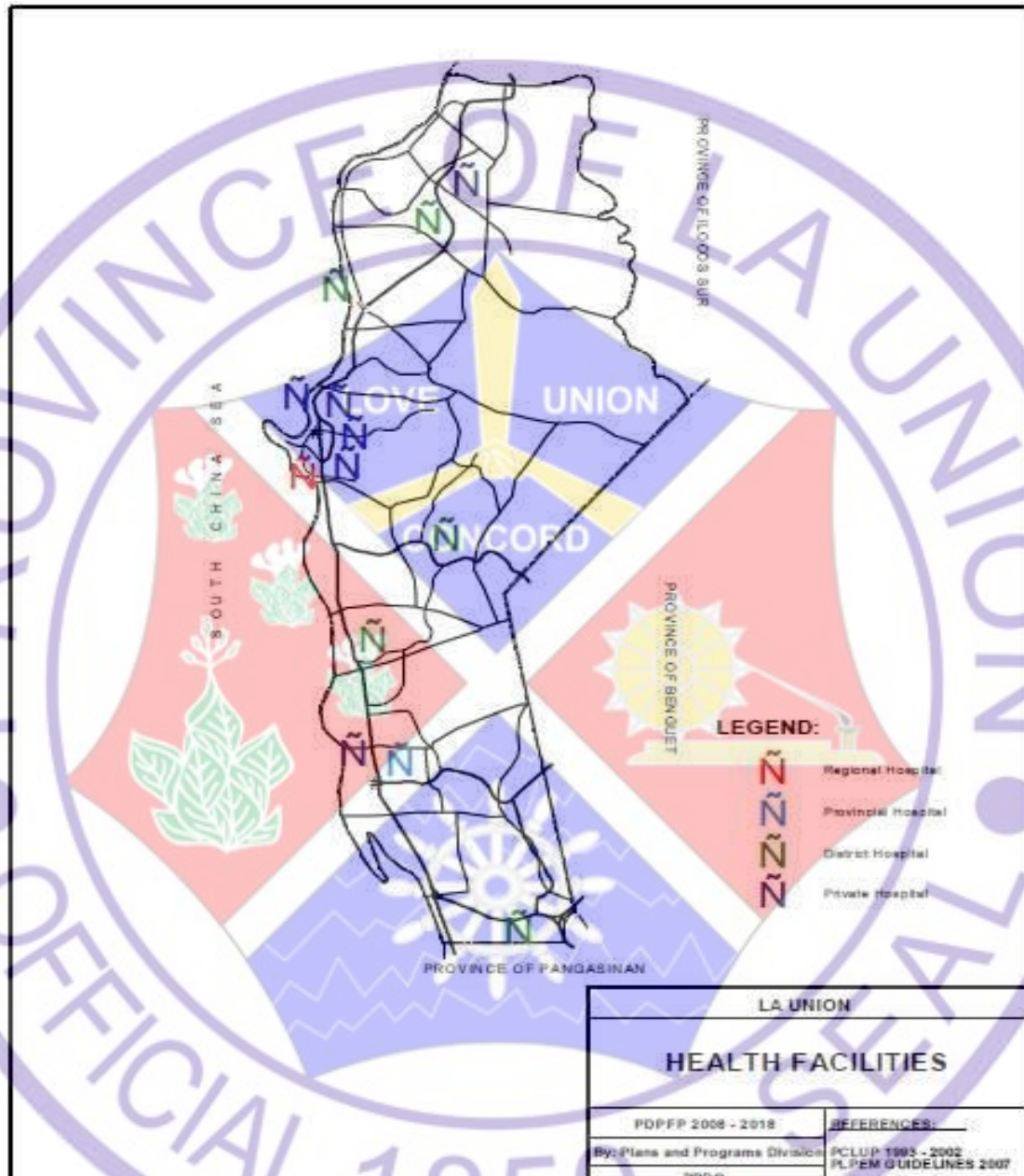
a. Health Services

A total of 24 hospitals are located in La Union including lying-ins and clinics, of which 17 are privately owned and the other (7) are managed by the government. These hospitals have a total bed capacity of seven hundred eighty nine (789) , four hundred twenty (420) in public hospitals and three hundred eighty nine (369) in private hospitals. Among the government hospitals, the Ilocos Training and Regional Medical Center accounts 200 beds. Refer to Figure 30.

The Barangay Health Workers referred complicated cases to the 5 District Hospitals. Looking at the distribution of hospitals in the province, more are located in developed and urban municipalities. Most hospitals with modern means of facilities and communication services are located in San Fernando City and Agoo.

Assessing the adequacy of hospital services, more bed capacities, modern equipment and drugs are available in modern hospitals than in public/district hospitals. At present, district hospital facilities were improved/upgraded/provided thru the Economic Development Fund of the province and the Hospital Facilities Enhancement Program (HPEP) from the Department of Health.

MAP 2: HEALTH FACILITIES



The Provincial Government of La Union operates the **La Union Medical Center** and five district hospitals: **Bacnotan, Naguilian and Rosario District Hospitals, Caba Medicare and Community Hospital** and **Northern La Union Maternity and Children's Hospital** in Balaoan.

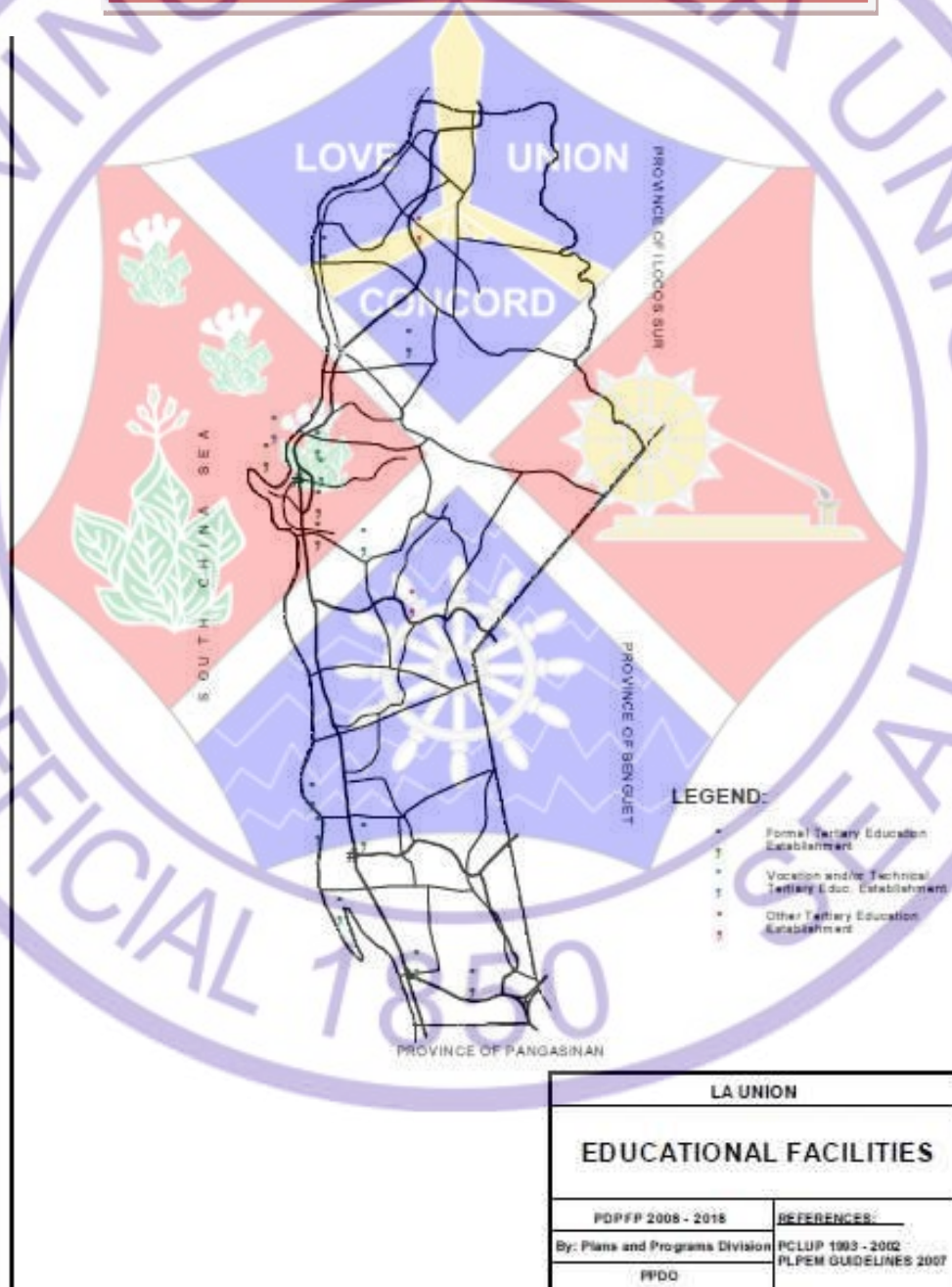
A total of 237 health facilities operate in La Union. In each municipality there are twenty (20) Rural Health Units/FP clinics and 217 Barangay Health Stations (BHS). Burgos an upland area had the least with five (5) Barangay Health Stations. Average

population served by 1 BHS is 3,591. Around 38 percent of the total barangays have BHS. Presence of private clinics and diagnostic centers are located in urban municipalities that cater health services to middle upper income class population. The preventive and promotive aspect of health is the main thrust of the health sector in the province

b. Education Facilities

In terms of physical facilities, a total number of 590 public and private schools were recorded and distributed as follows: elementary schools accounted 428 or 73 percent; secondary schools 139 or 24 percent and tertiary schools 25 or percent

MAP 3: EDUCATIONAL FACILITIES



c. Security Facilities

Looking at the province police force, in CY 2015 there were 1,037 policemen (834) males and (203) females. The current policeman to population ratio is 1:786.

The DILG with its provincial and regional offices supervise the operation of the Bureau of Fire Protection in the province with a total of 13 fire stations, 18 fire trucks with 167 fire personnel.

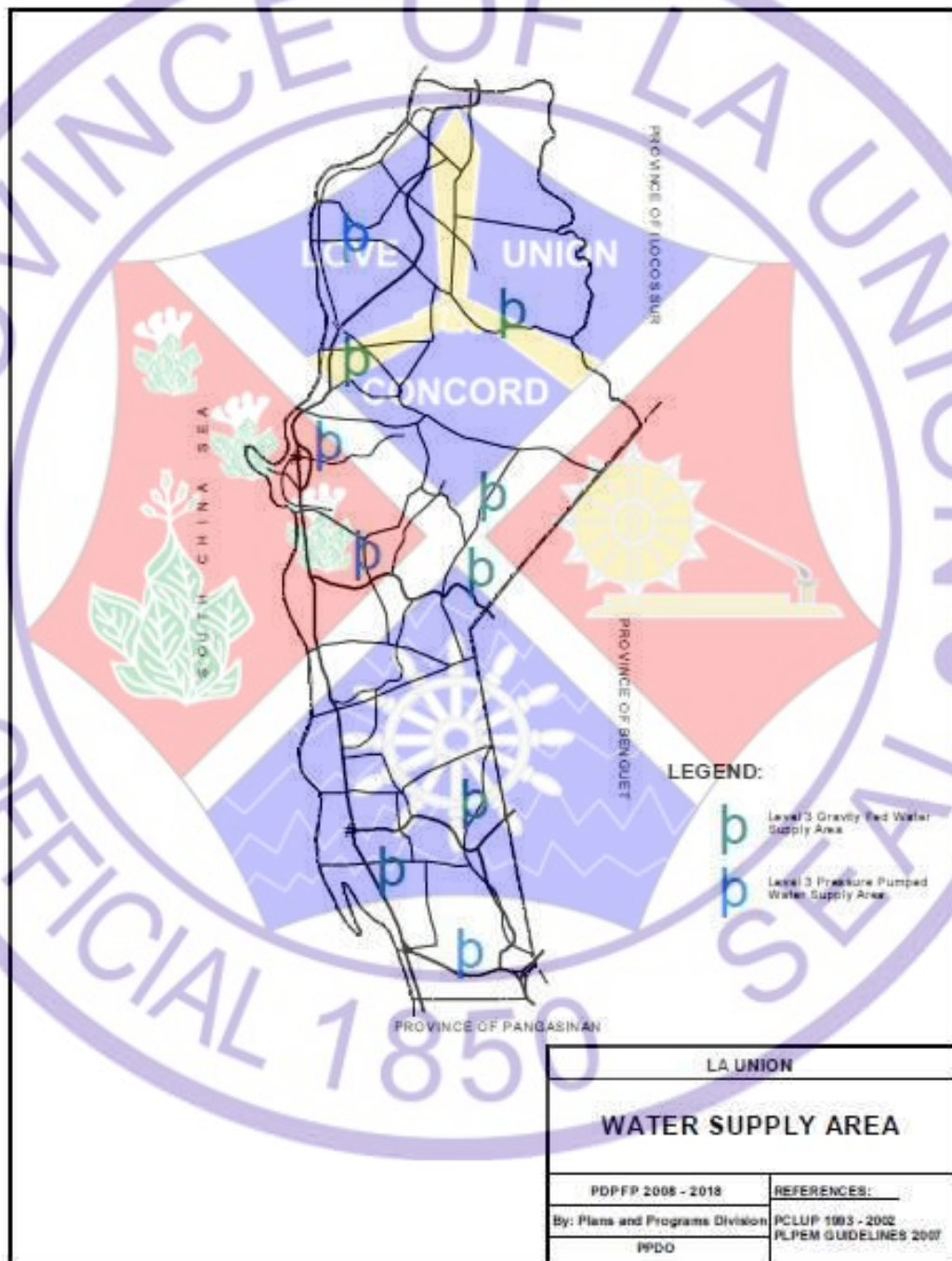
MAP 4: SECURITY FACILITIES



d. Water Supply Area

The waterworks system operating under the Local Water Utilities Administration (LWUA) are the Metro San Fernando Water District, Balaoan Water District, Naguilian Water District, Agoo Water District and the Rosario Water District.

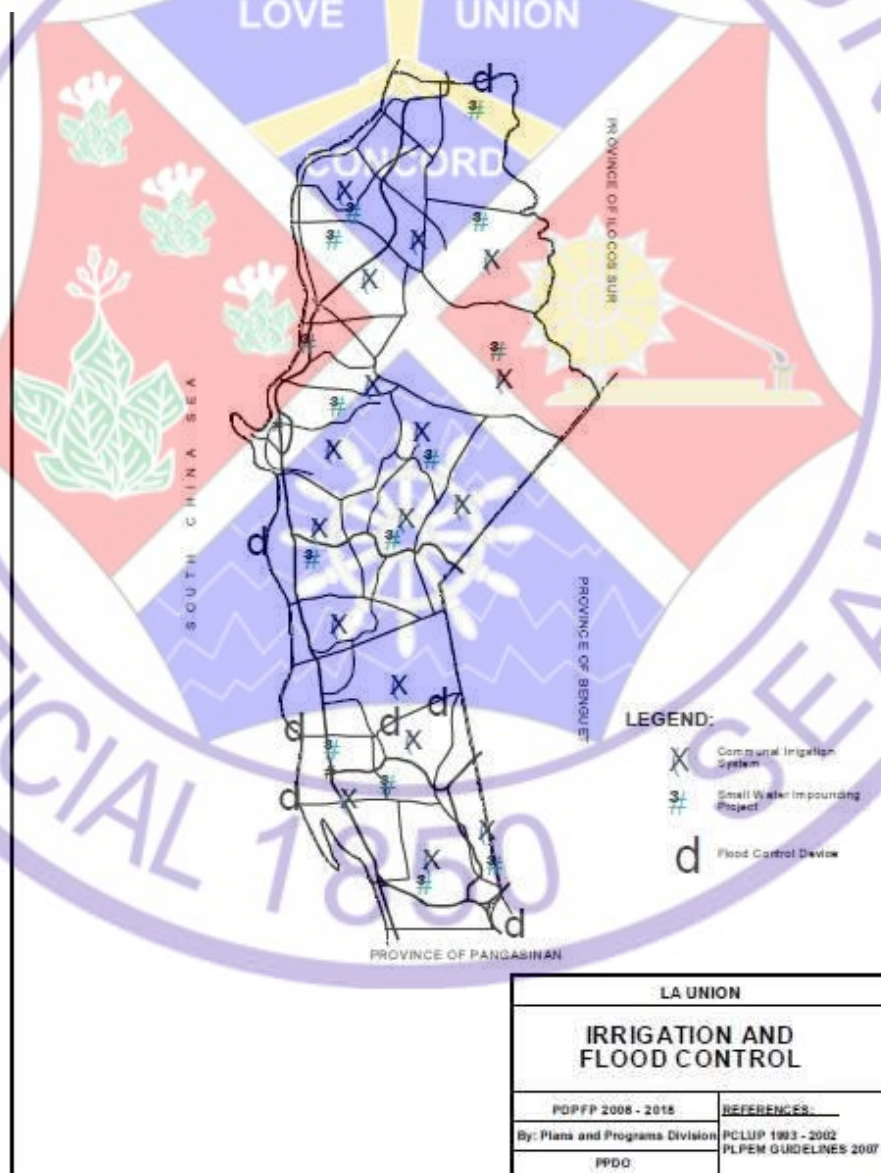
MAP 5: WATER SUPPLY AREA



e. Irrigation and Flood Control

Irrigation systems of the Province had a total service area of 15,090 hectares. National Irrigation System in the province had a total service area of 3,702 hectares while the Communal Irrigation System has 3,789 hectares. The Amburayan River is the main source of water in irrigating the farms in District I while NIA Masalip in Agoo serves the municipalities in the second district. However, the rainfed areas had a total of 14,161 hectares breakdown to 13,782 hectares and 379 hectares for rainfed upland-lowland, respectively. Most of the projects are classified according to their respective areas served: National Irrigation System, Communal Irrigation System, Small Water Impounding Projects Shallow Tube Wells, Small Farm Reservoir, Pumps and others. All these irrigation facilities are funded under RA 7171.

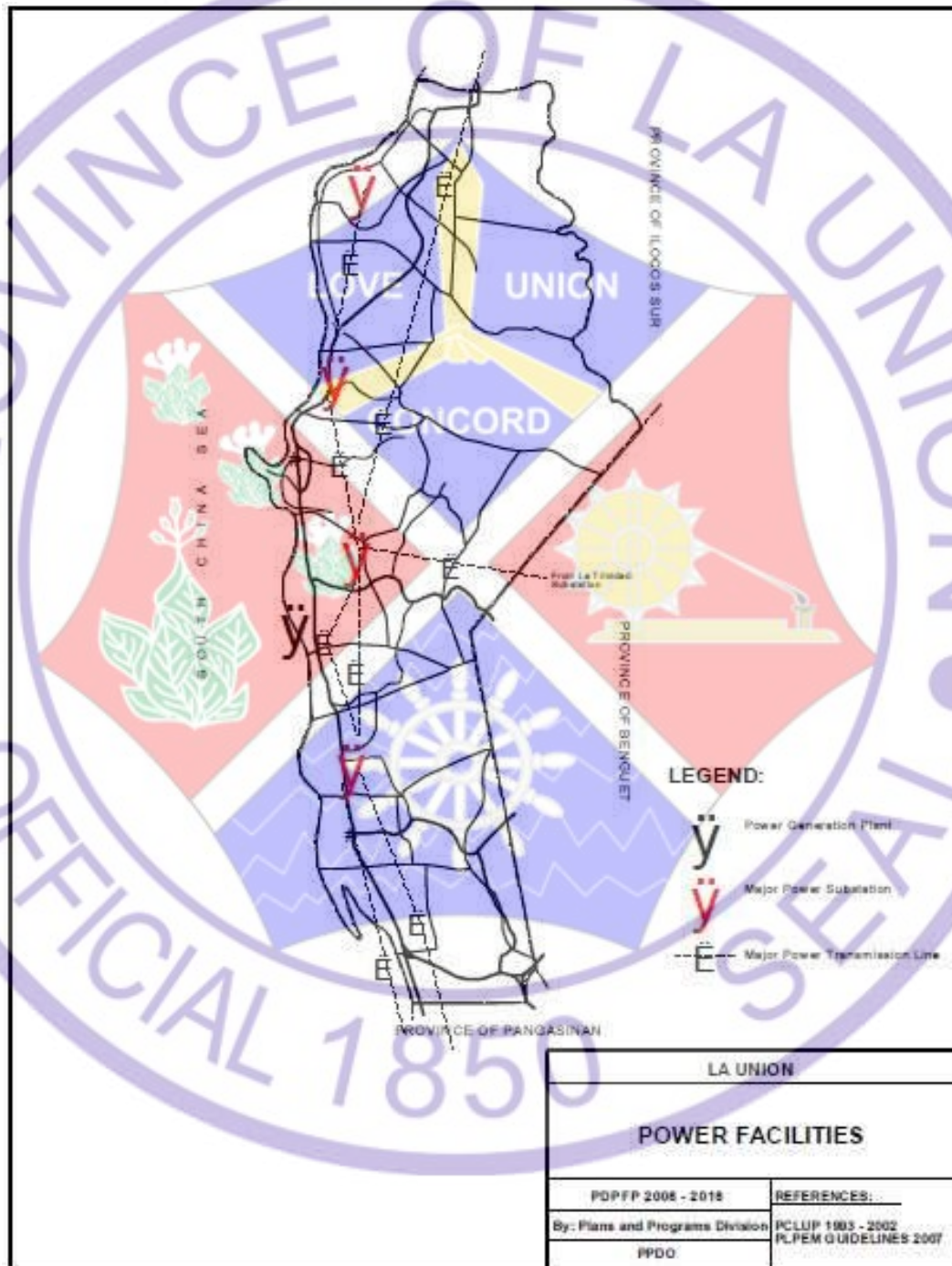
MAP 6: IRRIGATION AND FLOOD CONTROL



f. Power Facilities

The province of La Union is 100% energized courtesy of LUECO and LUELCO having GRID as their main source of power.

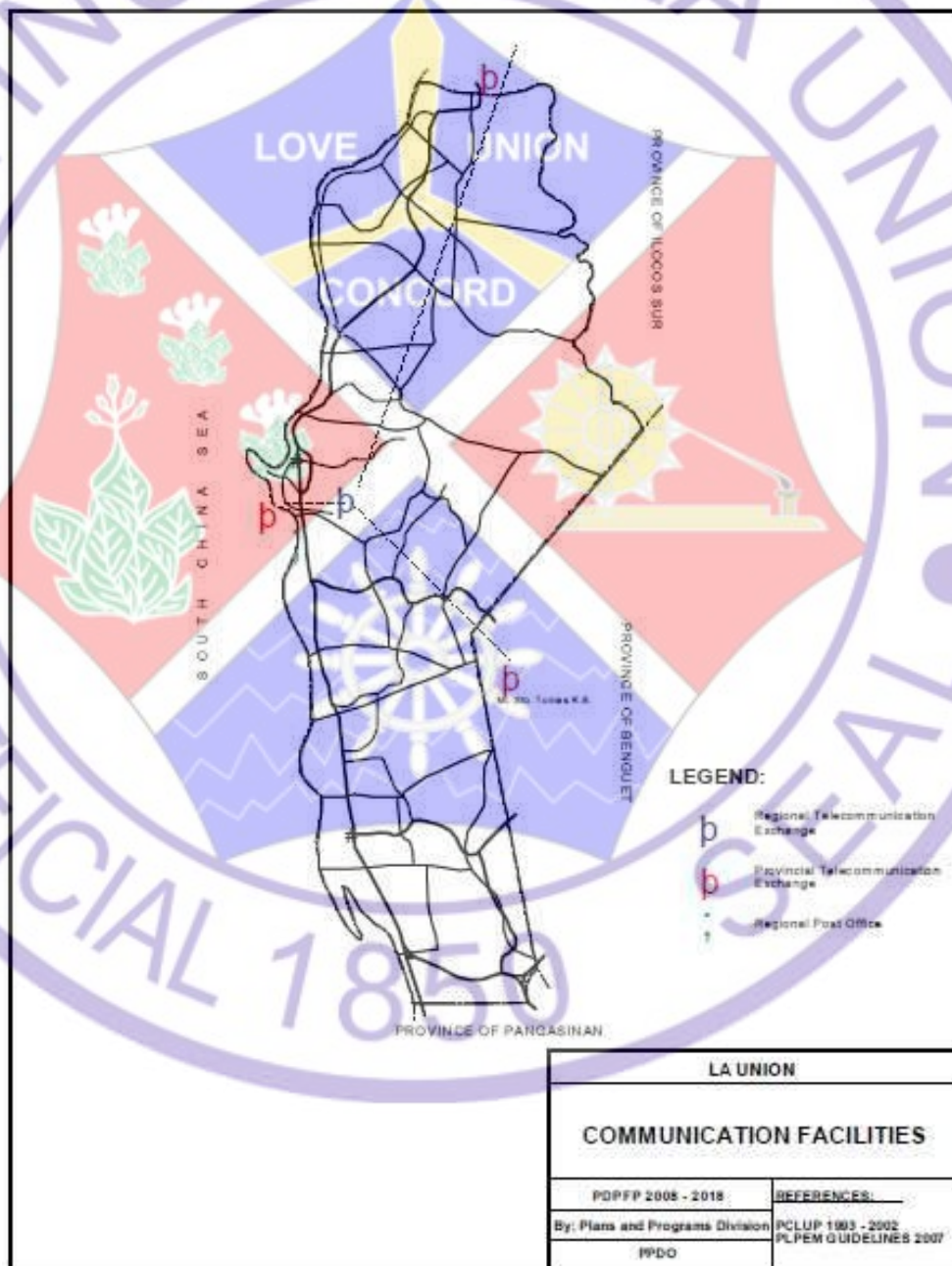
MAP 7: POWER FACILITIES



g. Communication Facilities

Telecommunications were provided largely by the private sectors such as telephone, telegraph and radios, etc. Eight municipalities from District I were covered by PLDT (Bacnotan, Balaoan, Bangar, Luna, City of San Fernando, San Gabriel, San Juan and Sudipen) while seven (7) from District II (Agoo, Aringay, Bauang, Caba, Naguilian, Rosario and Tubao) and the rest of the same district were covered by NOTELCO, others are supported by cellphone companies like SMART, GLOBE, and SUN CELLULAR

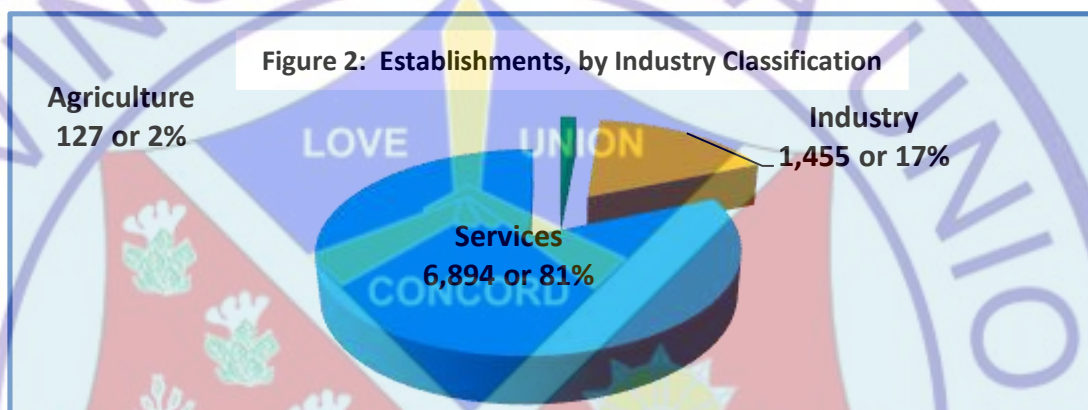
MAP 8: COMMUNICATION FACILITIES



2. LOCAL ECONOMY

2.1. Industry Concentration

As of CY 2014, there are 8,476 establishments operating in the province. Majority of these establishments are under the wholesale and retail trade and repair of motor vehicles and motorcycles with a total no of 3,595. Out of the 8,476 establishments in the province, a total of 6,894 (81.33%) were under Services, 1,455 (17.17%) were in the Industry and 127 (1.49%) were in the agricultural industries. San Fernando City, being the region's and the province's business center, have the most number of establishments with 2,625 or 56.61 percent of the districts total while Bauang in the 2nd District have the most at 821 or 32 percent of the districts total.



The 19 Major manufacturing establishments exist in the province which include, among others, the Cement Factory in Bacnotan (HOLCIM), Soil Tech Agricultural Products, Pilipinas Shell Petroleum Corporation, Bauang Private Power Plant Corporation, etc.

The manufacturing business in the province is mainly composed of the different cottage industries. They are the income-supplementing activities where people can engage in even during off-season. These are handicrafts, metal crafts, furniture, garments, ceramics and food processing, etc.

Commercial activities in the province consist mostly of wholesale and retail business. Again the City of San Fernando, the business center has the highest share with 32 percent of the provincial total.

2.2. Agriculture, Fishery, Poultry

2.2.1. Agriculture

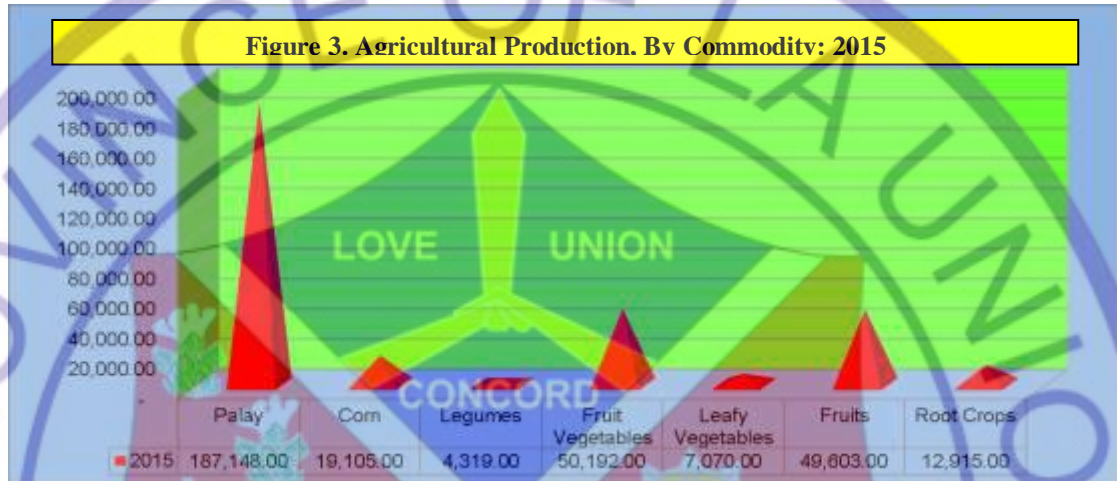
Palay remains to be the major cash crop of the province. The total area planted with palay is 38,693 hectares, of which 24,596 hectare were irrigated while the remaining 14,097 hectares were rained. The province's production for the year 2015 was 187,148 Metric Tons with only 86,061 Metric Tons were consumed by the population resulting to an average sufficiency level of 124% in the province.

Likewise, La Union has been one of the top producers of corn in the region with an average annual production of 27,508 Metric Tons. In 2015 alone, corn production

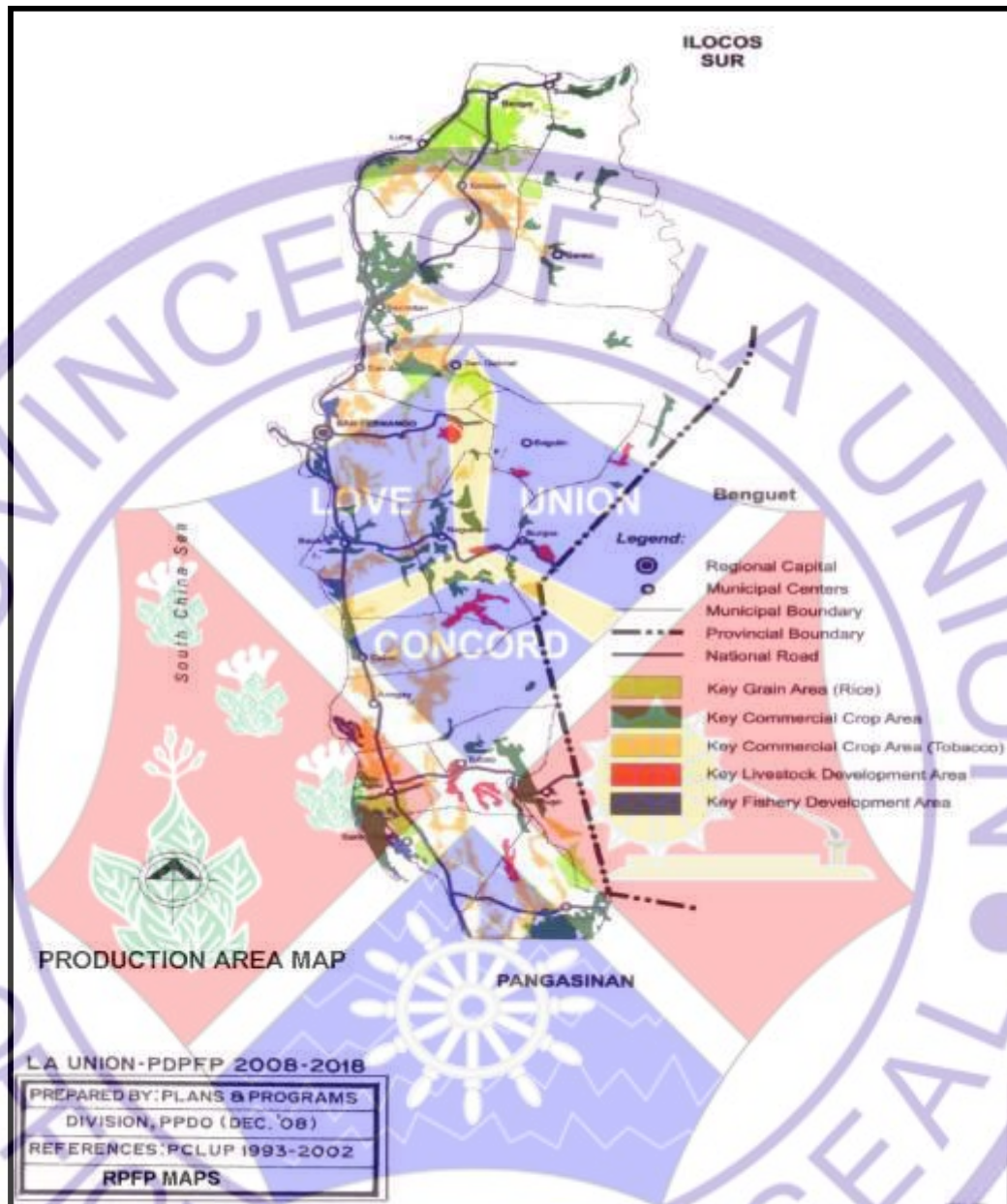
yielded P229,696,330.00 in terms of income giving employment to 1,238 people. The largest area planted with yellow corn can be found in San Juan of District I with an area of 630 hectares while Tubao of District II has the biggest production of green corn at 1,295 Metric Tons.

In terms of fruit trees production, the province is 166% sufficient. Mango dominated all the fruit trees with a total production of 32,250 Metric Tons. Moreover, fruits, root crops, leafy and fruit vegetables are in the level of more than 200% sufficiency, an indication that these commodities are more than enough for the consumption of the province.

Figure 3. Agricultural Production. By Commodity: 2015



MAP 9: PRODUCTION AREA MAP



2.2.2. Fishery

Total fish production in the province during the year 2015 was 18,087.53 Metric Tons which is more than the food requirement of the population at 17,306.35 Metric Tons; hence, a sufficiency level is 105%. The total additional employment generated out of fish production was 13,365 and the total income computed was P1,683,655.90. District II has higher fish production compared to District I at 11,428.41 metric tons (63.18%) vs 6,659.42 metric tons (30%).

2.2.3. Livestock and Poultry

The total production of 36,629 metric tons in livestock and poultry in the province as recorded in 2014 decreased to 36,137.43 metric tons in year 2015, attributed to losses due to strong typhoons that visited the province. However, the production is still sufficient to fill the demands based on the computation of production against consumption which reflects a sufficiency level of more than 100% in all livestock commodities.

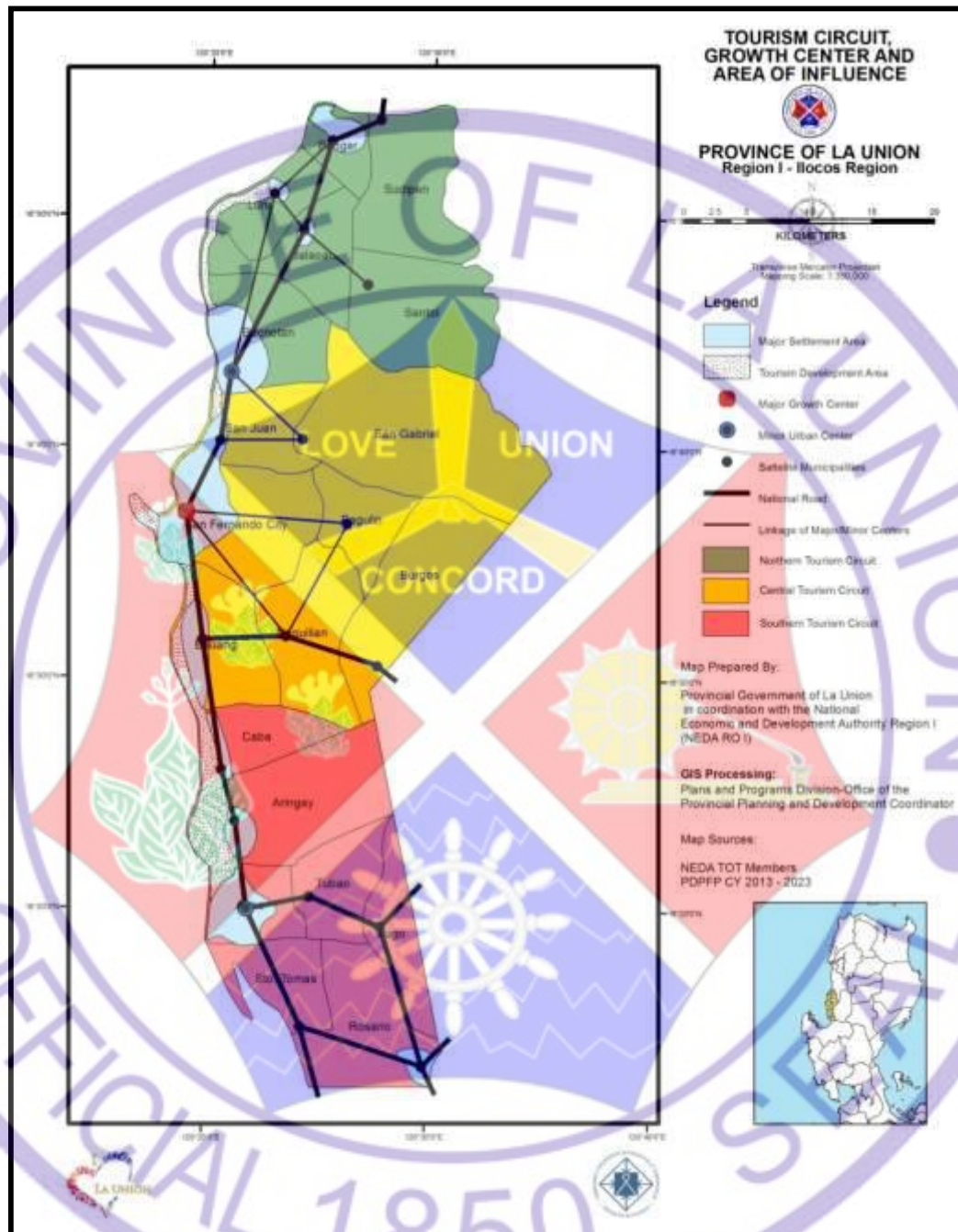
2.2.4. Tourism

Recognizing the dominance of the tourism industry vis-a-viz its role in generating economy, the Province of La Union made tourism as a platform taking into consideration its strategic location as gateway to Ilocandia and Baguio City and renown as a place in Ilocandia where the most number of conveniences, supplies and support facilities for visitors are available like a) shopping convenience and personal services, b) variety of hotel accommodations and restaurant facilities, c) entertainment facilities, souvenir and gift shops, d) parks, beaches, forest and other nature centers, e) transport terminals such as airport, seaport and land transportation, f) central bank, commercial and rural banks, and foreign currency exchange, etc.

The stretch of white and gray sand beaches along the towns of La Union is the main attraction to tourists. In the province tourist belts are located along the shores of San Juan, San Fernando City, Bauang and Agoo. Its calm crystal water is ideal for water skiing, snorkeling, swimming, scuba diving, wind surfing and boating. Its gifted multitude scenic landscapes is a tourism haven as well, and eco-tourism development. Surfing is now a tourism booster in the province owing to its long waves best for long board surfing. The stable peace and order situation and the tourism areas in La Union are the main attractions to local and foreign tourists

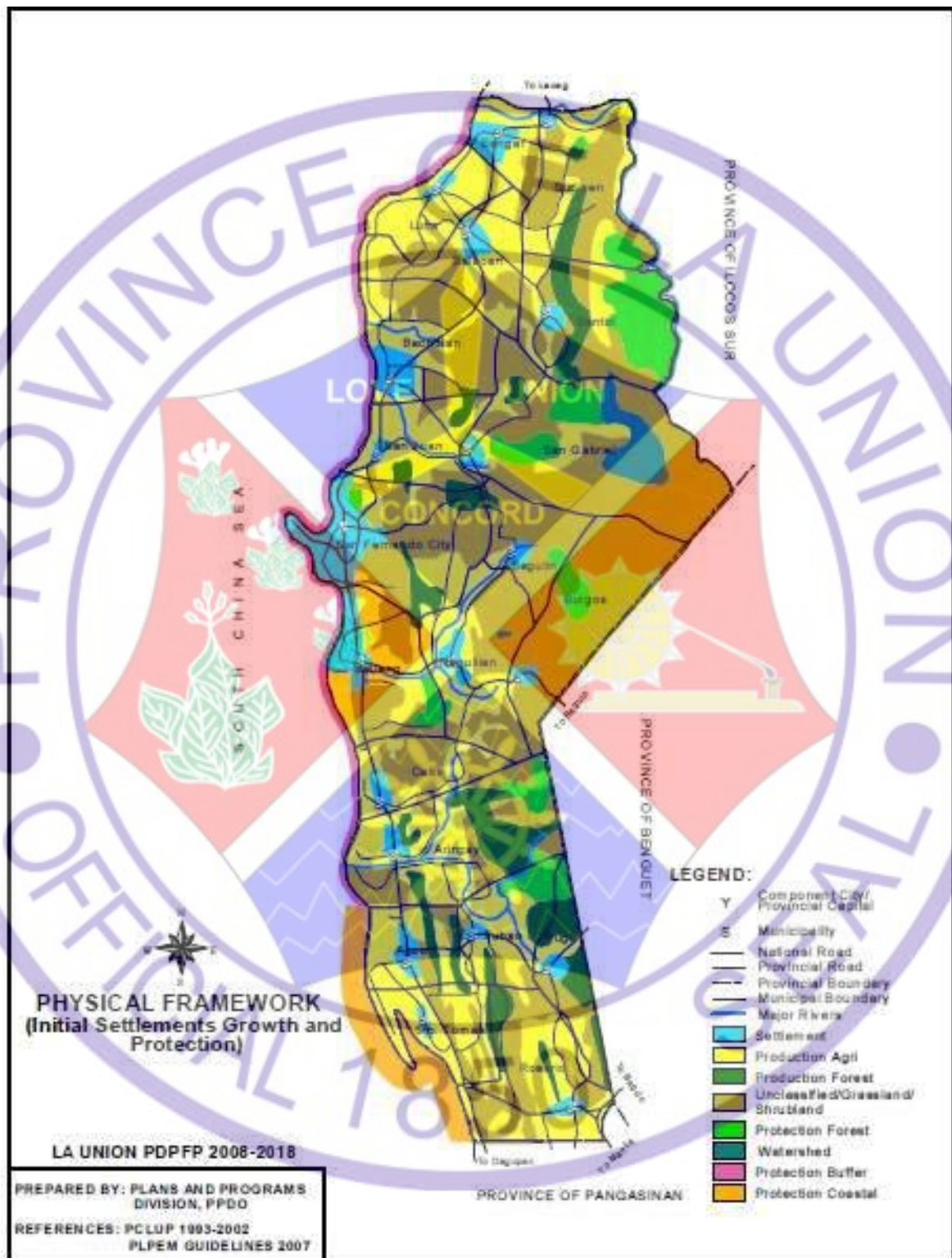
Tourists continue to visit La Union. Since 2015, total tourist arrivals posted positive growth of 48 percent. It grew to 381,649 tourist arrivals compared to CY 2014 at 199,817. Domestic tourists continued to account for a major bulk of tourists visitors of province. It totaled 369,173 higher than CY 2014 with a total of 192,298. Foreign tourist arrivals pictured an increase from 7,519 foreigners in CY 2014 to 12,474 in CY 2015. Majority of the foreigners came from East Asia (5,521 or 44.26%) North America (1,584 or 13%), Western Europe (1,385 or 11.10%) and Asean (1,148 or 9.20%).

MAP 10: TOURISM CIRCUIT, GROWTH AND AREA OF INFLUENCE

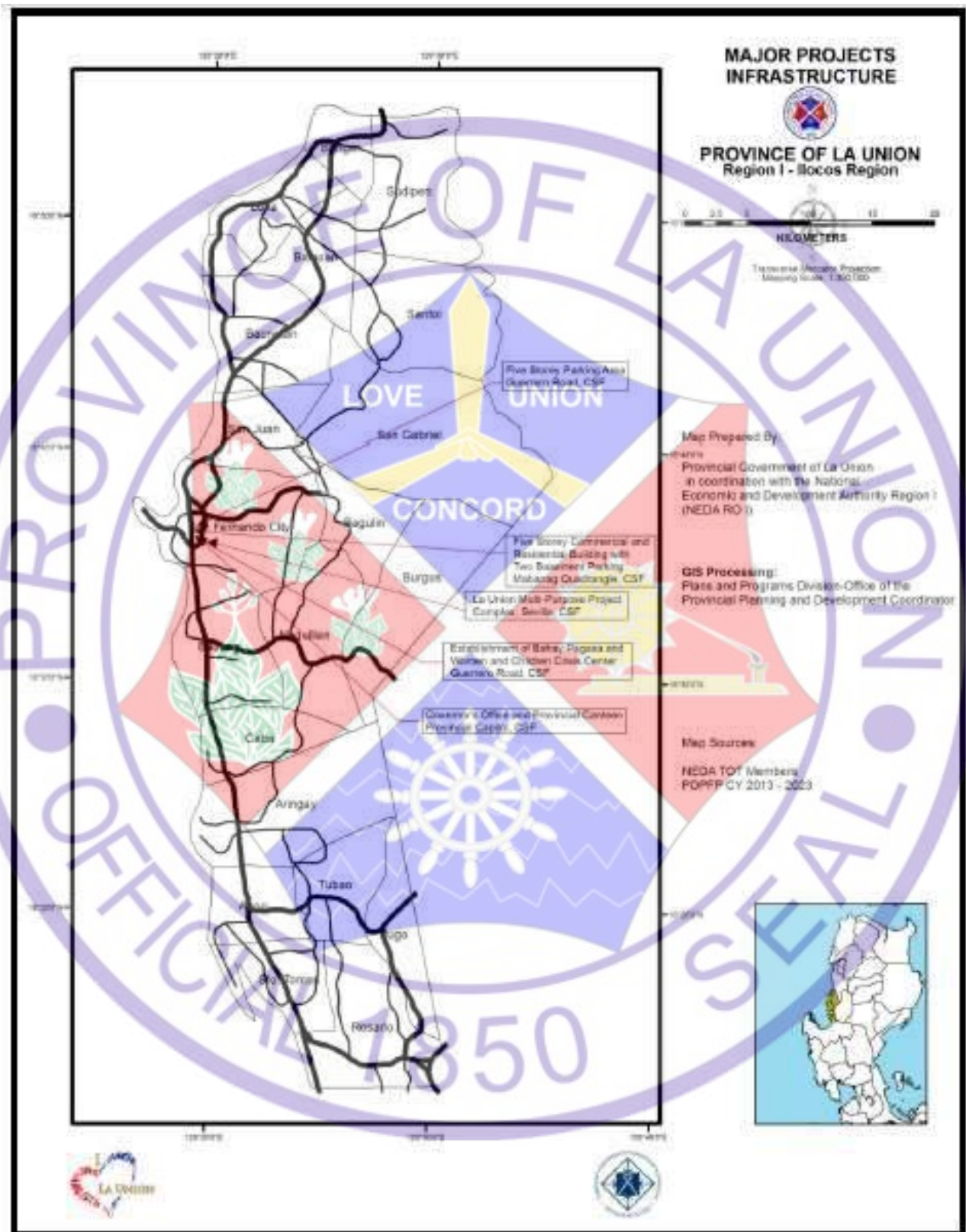


3. INFRASTRUCTURE AND PHYSICAL BASE

MAP 11: PHYSICAL FRAMEWORK



MAP 12: MAJOR PROJECTS INFRASTRUCTURE



1.1 Agricultural Areas

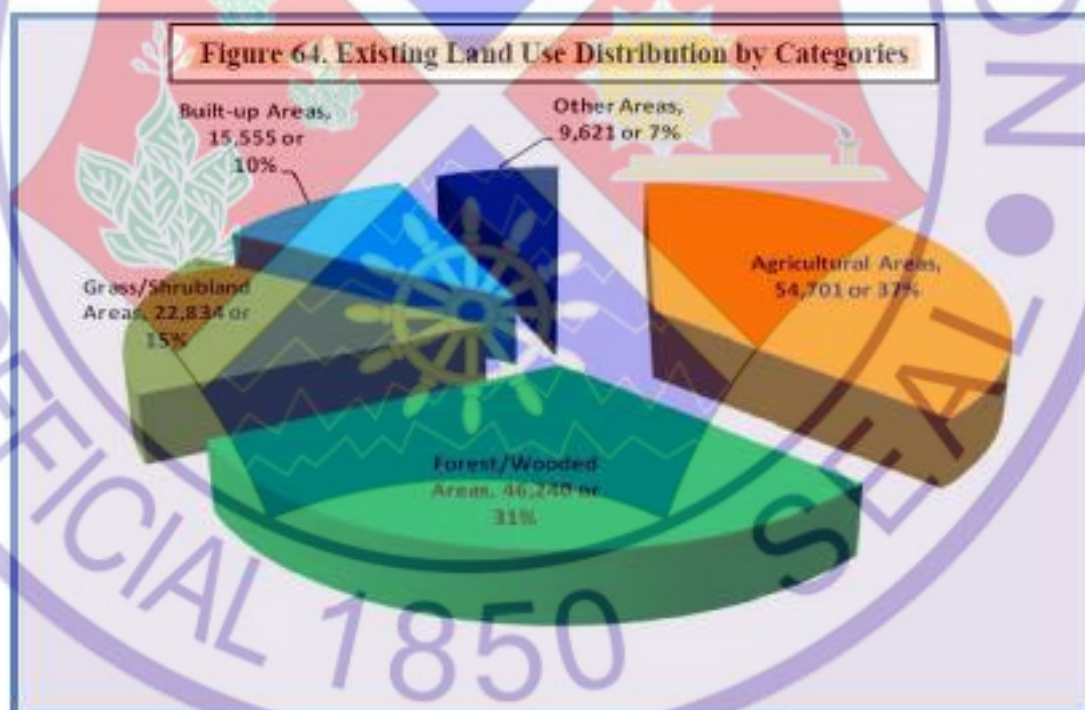
Agricultural areas cover 54,701 hectares or 36.64 percent of the total area. The western side under broad alluvial plains, valleys and along the hills and mountains under this category. The eastern part covering the municipalities of Bagulin, Naguilian and Rosario are rice terraces. Irrigated Riceland exist on the low lying areas of Bangar, Balaoan, Agoo and Rosario while non-irrigated ricelands are seen on the flat alluvial plain, valley and river terrain within the different municipalities.

1.2 Grassland/Shrubland Areas

This category is predominantly covered with cogon and different species of shrubs within an area of 22,834 hectares or 15.59 percent of the total land area. Grasses and shrubs cover mostly the sedimentary hills and mountains except on higher elevation having steep to very steep slopes.

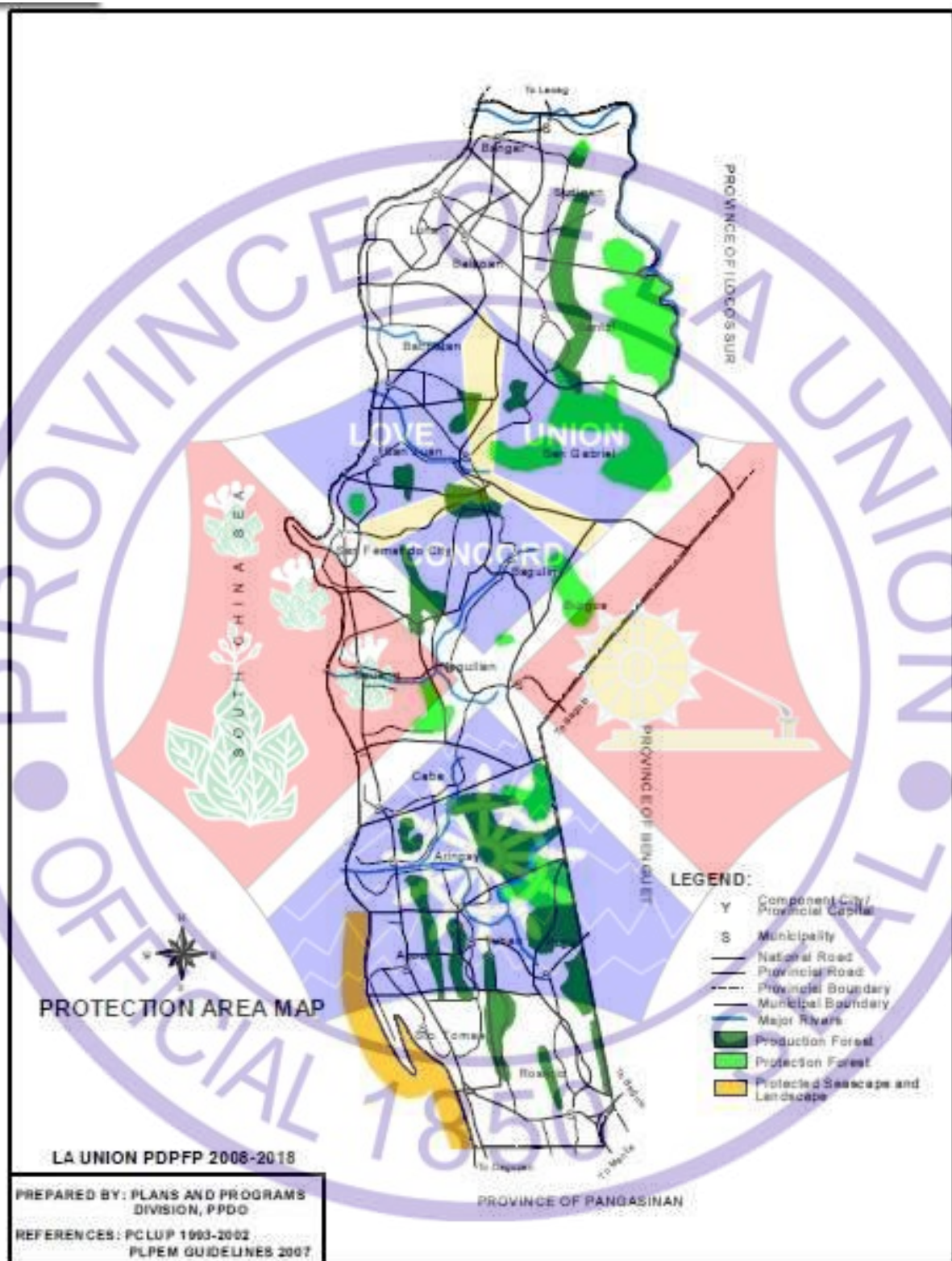
1.3 Forest/Wooded Areas

This area occupies 46,598 hectares or 31.21 percent of the total land area. This area is covered with different forest species at the highest portion of mountain ranges near the boundary of Ilocos Sur and Benguet province.



Source of Data: DENR RO-I

MAP 14: PROTECTION AREA MAP



1.4 Other Areas

These areas are purposely for beach sand, river wash of prominent rivers and for aqua-culture in brackish or fresh water. It covers an area of 9,621 hectares or 6.44 percent of the total area.

1.1.5 Built-up Areas

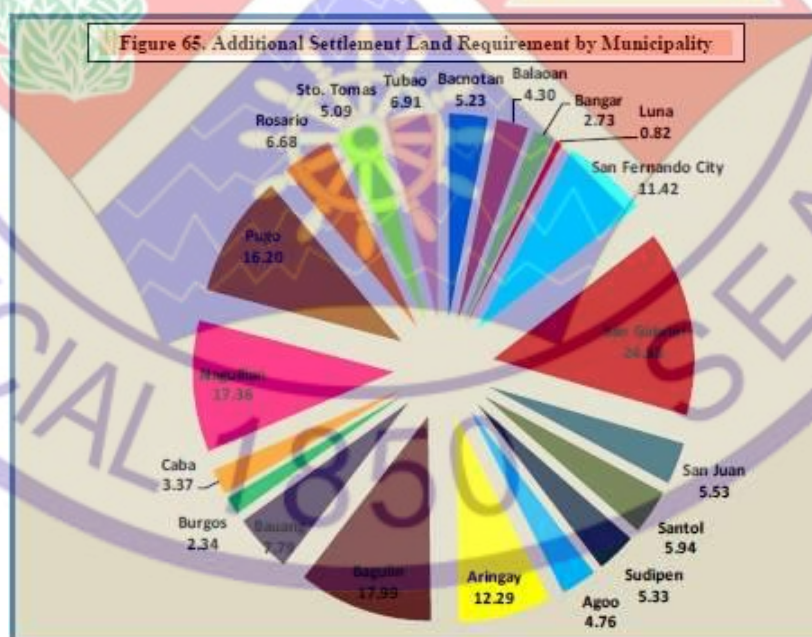
These areas are those classified as residential, commercial, institutional and industrial parks and recreation centers. These areas occupy 15,555 hectares or 10.42 percent of the total area. It is observed that built-up areas are located mostly along the province road network. Settlement continued to arise in patches within protected areas. The increase in population and the proposed development in the area attributed to the expansion of settlement, industrial and commercial activities in the province (See Map No. 58: Existing Land Use and Map No. 59: Protection Area Map).

2 Demands for Expansion Area

Projected demand on land requirement is based on the population growth and the area's population density. In highly urbanized areas like the City of San Fernando, the municipalities of Bauang and Luna have low demand owing to its high density (number of persons per unit area).

For municipalities with lower population density and with a wide area, would need a wider area for every population increase as in the case of Bagulin.

The total expansion area for the year 2015 is 84.91 square kilometers and almost double by the year 2020 and is 162.40 square kilometers.



4. ENVIRONMENTAL MANAGEMENT AND NATURAL RESOURCES

1. Land Resource

1.1 Land Area and Major Landforms

The province has a total land area of 149,309 hectares and this represents 11.60 percent of the region's 1,284,019 hectares and about 0.5 percent of the total land area of the country. The First District shared 70,069 hectares or 46.93 percent of the province's area while the Second District occupied a total land area of 79,240 hectares or 53.07 percent share from the province's area.

The province has predominantly hilly terrain, which gradually rises eastward from the shore. The western border is a coastal plain of raised coral alluvium (sand/clay) deposited by flowing water and overlaying older sediments. The eastern portion is predominantly mountainous but lower in contour than the Cordillera Mountain ranges of Benguet and Mountain Province with a linear north and south arrangement. The highest peak in the province is in the municipality of Bagulin with an elevation of 1,200 feet above sea level.

1.2 Land Classification

The province has two (2) major land classifications - the Alienable and Disposable (A & D) lands with a total area of 120,307 hectares (80.58 % of the total land area) and the Public Forestlands gaining a share of 19.43 percent of the province's total.

Among the LGUs, San Gabriel in District I has the widest A & D land of 10,938 hectares while Burgos at District 2 has the narrowest with only 2,553 hectares. Bagulin had the widest public forestlands of 76.29 percent for an equivalence of 11,262 hectares.

1.3 Slope Classification

District 1 is considered to be a lowland area since it is dominated by the 0-18 percent slope classification, although some of its area was mountainous. District 2 is considered to be predominantly upland with majority of the land having been dominated by 18 to over 30 percent slope. For municipalities, Balaoan has the widest lowland area of 5,245 hectares belonging to 0-18 percent slope and Bagulin has the widest upland area with 8,440 hectares reflecting slopes over 30 percent.

Figure 4. Land Classification

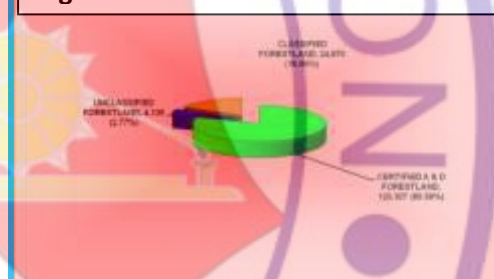


Table 3. Slope Category Distribution, By Municipality/City									
DISTRICT/ MUNICIPALITY/ CITY	LAND AREA (Has.)	AREA BY SLOPE CLASSIFICATION							
		0-8%		8-18%		18-30%		OVER 30%	
		AREA	%DIST.	AREA	%DIST.	AREA	%DIST.	AREA	%DIST.
DISTRICT I	70,069	289.42	51.62	44.49	41.27	266.67	46.05	100.11	40.77
BACNOTAN	6,507	36.82	6.57	1.25	1.16	22.50	3.89	4.50	1.83
BALAOAN	6,870	52.45	9.36	6.00	5.57	9.00	1.55	1.25	0.51
BANGAR	3,604	33.04	5.89			2.25	0.39	0.75	0.31
LUNA	4,489	40.39	7.20	0.25	0.23	4.25	0.73		
SAN FDO CITY	10,688	48.63	8.67	10.50	9.74	37.50	6.48	10.25	4.17
SAN GABRIEL	15,500	6.89	1.23	11.84	10.98	100.70	17.39	35.57	14.48
SAN JUAN	5,186	29.19	5.21	4.07	3.78	17.14	2.96	1.46	0.59
SANTOL	8,237	8.75	1.56	8.78	8.14	40.08	6.92	24.76	10.08
SUDIPE	8,988	33.26	5.93	1.80	1.67	33.25	5.74	21.57	8.78
DISTRICT II	79,240	271.20	48.38	63.31	58.73	312.43	53.95	145.46	59.23
AGOO	5,13	29.85	5.32	6.75	6.26	12.50	2.16	2.25	0.92
ARINGAY	12,207	48.24	8.60	5.73	5.32	62.71	10.83	5.39	2.19
BAGULIN	14,762	1.71	0.31	2.75	2.55	58.76	10.15	84.40	34.37
BAUANG	7,160	41.98	7.49	2.00	1.86	24.75	4.27	2.87	1.17
BURGOS	4,516	0.2	0.04	2.00	1.86	36.16	6.24	6.75	2.75
CABA	4,862	14.00	2.50	2.67	2.48	31.95	5.52		
NAGUILIAN	8,740	33.98	6.06	4.75	4.41	45.42	7.84	3.25	1.32
PUGO	5,585	7.97	1.42	9.50	8.81	2.70	0.47	35.68	14.53
ROSARIO	7,000	42.64	7.61	9.49	8.80	16.75	2.89	1.12	0.46
STO. TOMAS	3,424	20.42	3.64	2.59	2.40	7.46	1.29	1.95	0.79
TUBAO	6,031	30.16	5.38	15.08	13.99	13.27	2.29	1.80	0.73
LA UNION	149,309	560.62	100.00	107.80	100.00	579.10	100.00	245.57	100.00

2. Forest Resources

The classified forest area in the province was about 31,548 hectares; timberland of around 31,248.60 hectares; national parks, games refuge and bird sanctuaries totaling to 210 hectares and forest resources of 90 hectares. The province's effective forest cover was 3,211 hectares. Total area reforested was 3,383 hectares accounting 12 percent of the total public forest.

3. Watershed Areas

Four watershed areas are found in the province and these are Naguilian, Amburayan, Baroro, Lon-oy and Aringay River Basin Watershed areas.

4. Major River Basins

On surface water, out of 29 river systems in Region I, five (5) are found in La Union. The Amburayan River basin is one of the largest in the region, and stretches along the boundaries of La Union and Ilocos Sur. The other major ones are Baroro, Naguilian, Aringay and Bued Rivers. The province is also endowed with creeks, lakes and streams which dissected every municipality in the province. See Table 4.

	Length (Km.)	Drainage Area (Sq. Km.)	Provincial Coverage	Class
1. Amburayan River	105	1,386	La Union, Ilocos Sur & Benguet	C
2. Baroro River	28	191	La Union	A
3. Naguilian River	55	353	La Union & Benguet	C
4. Aringay River	45	469	La Union & Benguet	B
5. Bued River	70	388	La Union, Benguet & Pangasinan	C

5. Mineral Resources

The province's mineral reserves of 308,678.28 thousand cu.m. are largely non-metallic type consisting of limestone, sand & gravel and pebbles. The aggregate mineral production valued at P4.38 million.

6. Coastal Resources

The province's coast of 114.702 linear meter lies on the coastline from Rosario to Bangar. The great East to West transect line shows that La Union is a narrow strip of low land laid North to South. A total of 45,790.5 hectares of municipal waters is available for marine fishery production.

The coastal area is being threatened by the downward flow of pollutant. By mere gravity, transect clearly shows that an uplands pollutant goes down to the lowland and combines with it. Its refuse, finally, drains down to the sea.

CHAPTER II: INSTITUTIONAL ARRANGEMENTS

A. The Provincial DRRM Council of La Union

At the local government level, it is the primary duty of the Provincial Disaster Risk Reduction and Management Council (PDRRMC) to ensure that Local Disaster Risk Reduction and Management Plans (LDRRMPs) are mainstreamed into the LGUs respective CDPs and CLUPs including other local plans and integrated into investment programs and budgets, serving as a strategy in sustainable development inclusive growth and poverty reduction. Please refer to Figure 5 for Organizational Structure of the PDRRMC.

Moreover, the PDRRMC shall, a) approve, monitor and evaluate the implementation of the PDRRMP and regularly review and test the plan consistent with other national and local planning programs; b) ensure the integration of disaster risk reduction and climate change adaptation into local development plans, programs and budgets as a strategy in sustainable development and poverty reduction; c) recommend the implementation of force or preemptive evacuation of local residents, if necessary; and d) convene the local council once every three (3) months or as necessary.

B. The Provincial DRRM Office of La Union

The Provincial Disaster Risk Reduction and Management Office (PDRRMO) of the Province of La Union had been created by virtue of Executive Order No. 18 Series 2016.

The Provincial DRRM Plan shall serve as an overall guide that aims to strengthen the capacity of the Provincial Government of La Union, together with partner stakeholders, to build the disaster resilience of communities, and to institutionalize arrangements and measures for reducing disaster risks, including projected climate risk, and enhancing disaster preparedness and response capabilities at the provincial level.

The PDRRMO shall perform the following functions with impartiality given the emerging challenges brought by disaster of our times:

- Design, program, and coordinate disaster risk reduction and management activities consistent with the national council's standards and guidelines;

To effectively implement this, the PDRRMO shall:

1. Facilitate and support risk assessments and contingency planning activities at the local level;
2. Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risks, and maintain a local risk map;
3. Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the local level;
4. Operate a multi-hazard early warning system, linked to disaster risk 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 within rural communities;

5. Formulate and implement a comprehensive and integrated PDRRMP in accordance with the national, regional and provincial frameworks, and policies on disaster risk reduction in close coordination with the local development councils;
6. Prepare and submit to the SP through the PDRRMC and the LDC the annual PDRRMP and budget, the proposed programming of the LDRRMF, other dedicated disaster risk reduction and management resources, and other regular funding source/s and budgetary support of the PDRRMO/BDRRMC;
7. Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the PGLU, 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. Identify, assess and manage the hazards, vulnerabilities and risk that may occur in the province;
9. Disseminate information and raise public awareness about those hazards, vulnerabilities and risks, their nature, effects, early warning signs and counter-measures;
10. Identify and implement cost-effective risk reduction measures/strategies;
11. Maintain a database of human resource, equipment, directories, and location of critical infrastructures and their capacities such as hospitals and evacuation centers;
12. Develop, strengthen and operationalize mechanisms for partnership or networking with the private sector, CSOs, and volunteer groups;
13. Take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of, or to otherwise make available, suitably trained and competent personnel for effective civil defense and disaster risk reduction and management in its area;
14. 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 affected population;
15. 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;
16. Within its area, promote and raise public awareness of and compliance with RA10121 and legislative provisions relevant to the purpose of this Act;
17. Serve as the secretariat and executive arm of the PDRRMS;
18. Coordinate other disaster risk reduction and management actives;
19. Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes;
20. Recommend through the PDRRMC the enactment of local ordinances consistent with the requirements of RA10121;
21. Implement policies, approved plans and programs of the PDRRMC consistent with the policies and guidelines laid down in RA10121;
22. Establish a PDRRM Operations Center;
23. Prepare and submit, through the PDRRMC and the LDC, the report on the utilization of the PDRRMF and other dedicated disaster risk reduction and management resources to

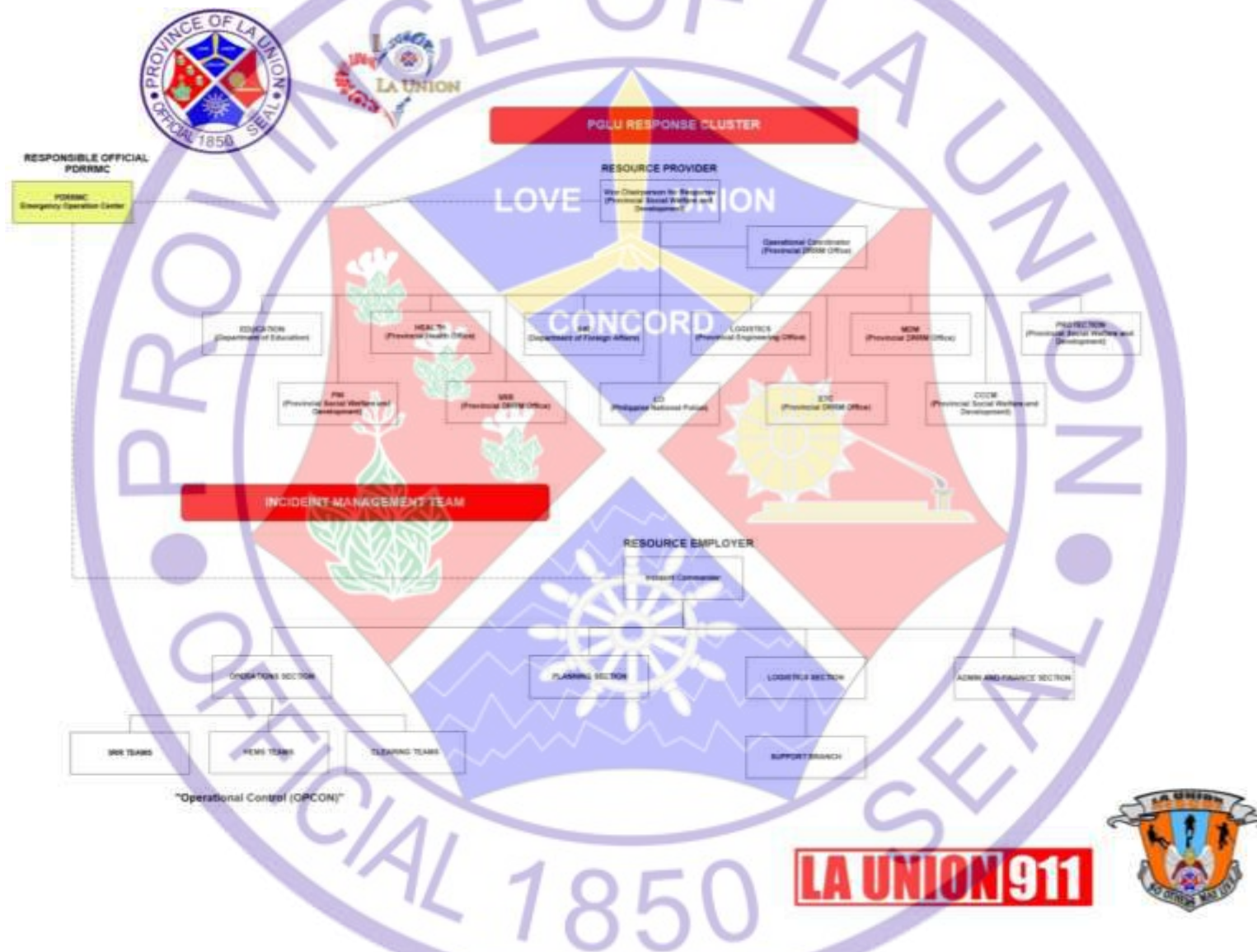
the local Commission on Audit (COA), copy furnished the regional director of the OCD and the Local Government Operations Officer of the DILG; and

24. Act on other matters that may be authorized by the PDRRMC.

Please refer to Figure 6 for the Organizational Structure of the PDRRMO.

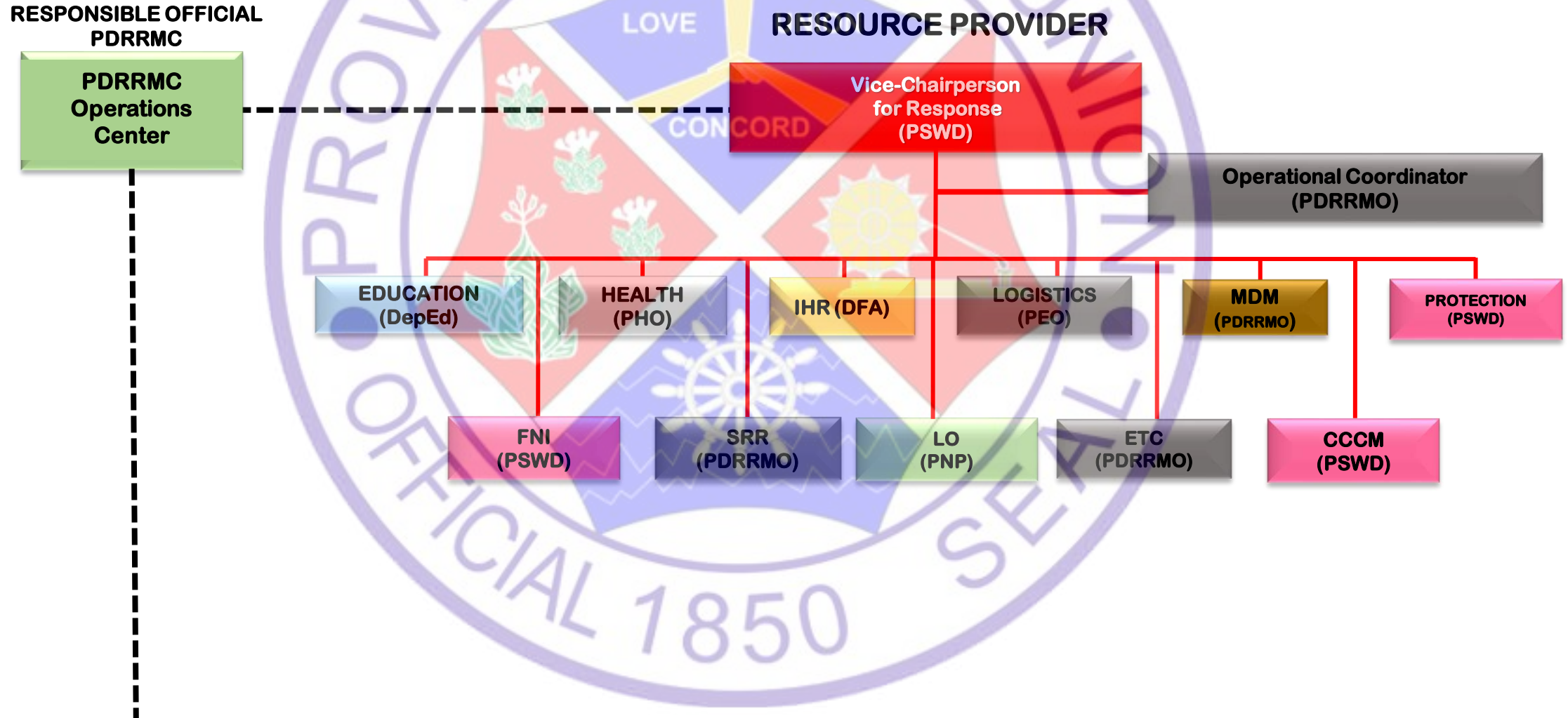




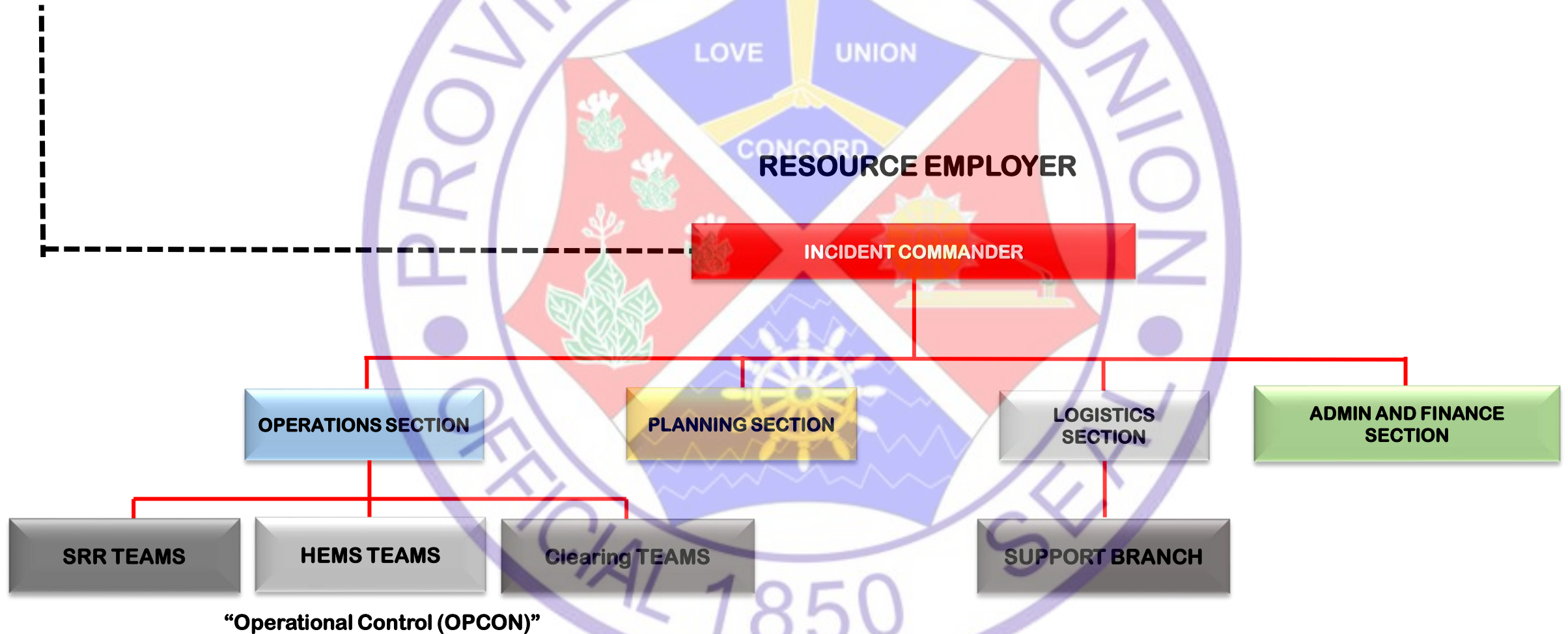




PGLU RESPONSE CLUSTER

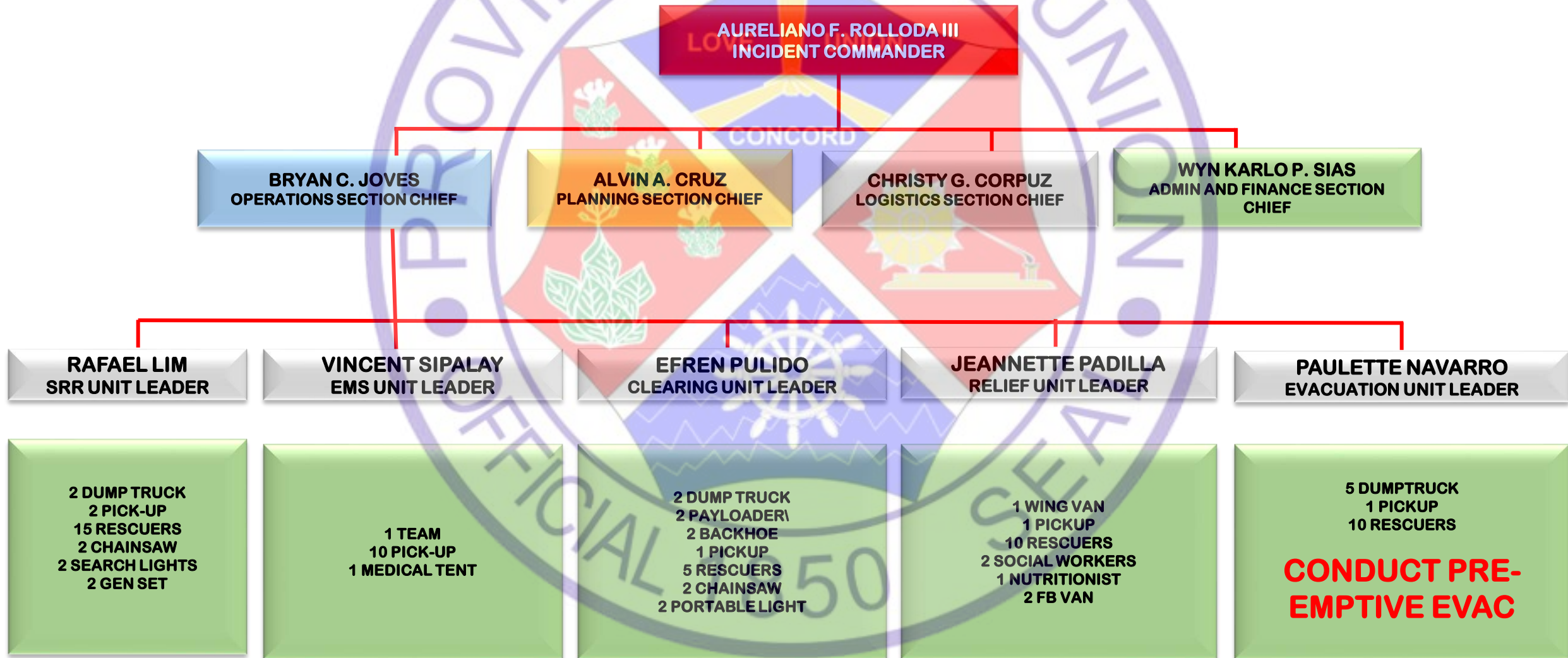


INCIDENT MANAGEMENT TEAM



IMT ORGANIZATIONAL STRUCTURE

RESOURCE EMPLOYER



CHAPTER III: RISK PROFILE

1. ALL HAZARDS

a. Natural Hazards Overview

The Western side of La Union is bounded by the Lingayen Gulf and the West Philippine Sea and is prone to tidal surge due largely to storms. Eastward are the flatlands and the agricultural areas which are susceptible to floods due to the overflowing of rivers.

Likewise, in some areas in the south-western part of La Union particularly Sto. Tomas, Agoo, Aringay and part of Caba and Bauang, are susceptible to liquefaction.

Moreover, the eastern half of La Union is prone to soil erosion owing to its mountainous slope and also lies on the active earthquake fault zone. Highly vulnerable are the towns of Rosario, Tubao, Pugo, Burgos, Bagulin, Santol and Sudipen.

Table 5. Summary of Hazard Events							
Municipality/ City	Hazard Events						
	Flooding	Rainfall- Induced Landslide	Storm Surge	Ground Shaking	Earthquake Induced Liquefaction	Earthquake Induced Landslide	Tsunami
Agoo	x		x	x	x	x	x
Aringay	x	x	x	x	x	x	x
Bacnotan	x	x	x	x	x	x	x
Bagulin	x	x		x		x	
Balaoan	x	x	x	x	x	x	x
Bangar	x	x	x	x	x		x
Bauang	x	x	x	x	x	x	x
Burgos	x	x		x		x	
Caba	x	x	x	x	x	x	x
Luna	x		x	x	x		x
Naguilian	x	x		x	x	x	
Pugo	x			x		x	
Rosario	x		x	x	x	x	x
San Fernando	x	x	x	x	x	x	x
San Gabriel	x	x		x	x	x	
San Juan	x	x	x	x	x	x	x
Santol	x			x	x	x	
Sto. Tomas	x		x	x	x	x	x
Sudipen	x	x		x	x	x	x
Tubao	x			x	x	x	

b. Hydrometeorologic Hazards

Philippines is located along the Typhoon Belt which is a pathway for a large number of tropical cyclones. Indeed, an average of 20 storms and typhoons hit the country every year. This explains why La Union is considered prone to hydro-meteorological hazards which includes storm surges, rain induced landslides and flooding.

An average of three (3) typhoons affects the province annually. Of the eleven (11) typhoons that hit the province, four (4) affected more than ten (10) municipalities or half of the province. These typhoons cause floods and rain-induced landslides and may result to damage of properties and sometimes loss of life. Typhoon Pepeng having winds of 185-250 km/hr was the most disastrous that affected the province leaving 45 dead and 8 missing.

Based from PAGASA's record, 85 tropical cyclones crossed the Province of La Union 50 km from boundaries from 1948 to 2009. Out of 85, 1 is considered super typhoon, 41 typhoons, 19 tropical depressions and 24 tropical storms. These tropical cyclones crossed the province from the month of April to December. It is in the months of July and October that tropical cyclones frequently crossed the province 50 km from the boundary.

b. 1. Flood

Flooding is the inundation of land areas which are not normally covered by water. It is usually caused by a temporary rise of the water level of a river, stream or other water course, inundating adjacent lands or flood-plains. This hazard occur during heavy rainfall. The three types of flooding according to location are the river flooding, coastal and urban flooding while there are two types when it comes to duration, the flash flood (upstream floods) and the downstream flooding.

La Union is considered prone to flooding. In fact, during Typhoon Pepeng our province experienced flooding affecting almost the whole province.

Past Flood Events.

Flooding occurs in most municipalities of the province. This is usually from the overflowing of river systems like Amburayan affecting Bangar and Sudipen; Borobor River flooding Rimos, Luna to Bangar; Baroro River affecting San Juan and Bacnotan; Aringay River affecting eastern areas with Alaska, Samara, Poblacion, Sta. Lucia and Dulao; Naguilian River affecting Naguilian and Bauang; and Bued River affecting Rosario.

In urban areas, flood is also evident but is caused by clogged/ineffective drainage systems as evidenced by the subsiding of water in an hour after heavy down pour.

Flood Susceptibility.

Eleven municipalities which include Sto. Tomas, Santol, Sudipen, Tubao, Bangar, City of San Fernando, Bauang, Pugo, Rosario, Burgos and Luna are highly susceptible to flooding. Caba, San Gabriel, Agoo and Bagulin have moderate to high susceptibility to flooding, while Naguilian and Bacnotan have low, moderate to high susceptibility. Another two municipalities including Balaoan and Aringay have low and high susceptibility and San Juan has low to moderate susceptibility. See Table No. 5 – Flood Susceptibility & Map No. 6 - Flooding Map)

Table 6. Past Flood Events

Description	LGUs Affected	Families/Persons Affected	Impacts
Typhoon Ramil (Signal No. 2) on October 22, 2009	4 Muns./10 brgys.	363 families (1,263 persons)	No reported fatalities/damages to properties
Typhoon Pepeng Signal No. 3) on Oct 2, 2009	20 LGUs/576 brgys.	69,657 families (316,448 persons)	Dead=45; Injured=87; Missing=8 Totally Damaged houses = 2,042 Infrastructure = P 95,000,000 Agriculture = P 642,289,578
Typhoon Erong (Signal No.3) on May 6, 2009	15 Muns. /308 brgys.	16,014 families (72,639 persons)	Dead=3; Injured=19 Totally Damaged houses = 2,203 Infrastructure = P 18,721,000 Agriculture = P 10,761,387
Typhoon Karen (Signal No. 2) on August 19, 2008	10 Muns./ 74 brgys.	3,621 families (14,519 persons)	Dead=1; Injured=1 Infrastructure = P 16,743,920 Agriculture = P 901,000
Typhoon Helen (Signal No. 2) on July 15, 2008	2 Muns./15 brgys.	860 families (4,302 persons)	No reported fatalities and damages to properties
Typhoon Cosme (Signal No. 2) on May 17, 2008	18 Muns./224 brgys.	18,169 families (92,381 persons)	Dead=5; Injured=14 Totally Damaged Houses = 1,881 Agriculture = P 60,383,655
Typhoon Dodong on August 8, 2007	8 Muns.	322 families (1,320 persons)	Totally Damaged houses = 3 No Fatalities reported

b. 2. Rainfall-Induced Landslide

Rainfall-induced landslides are most common in tropical region where the climatic condition are usually the wet and dry seasons. Shrinkage of the soil during dry season lead to the development of tension cracks on the surface of a certain slope. Large amount of water infiltrated through the tension cracks and further seeped into the soil layers during wet season. These may cause rain induced landslide in an area. With the province's topography, it is very prone to this hazard. One of which was experienced when Typhoon Pepeng hit the province. Too much rain caused landslides in some areas in the province where some lives perished.

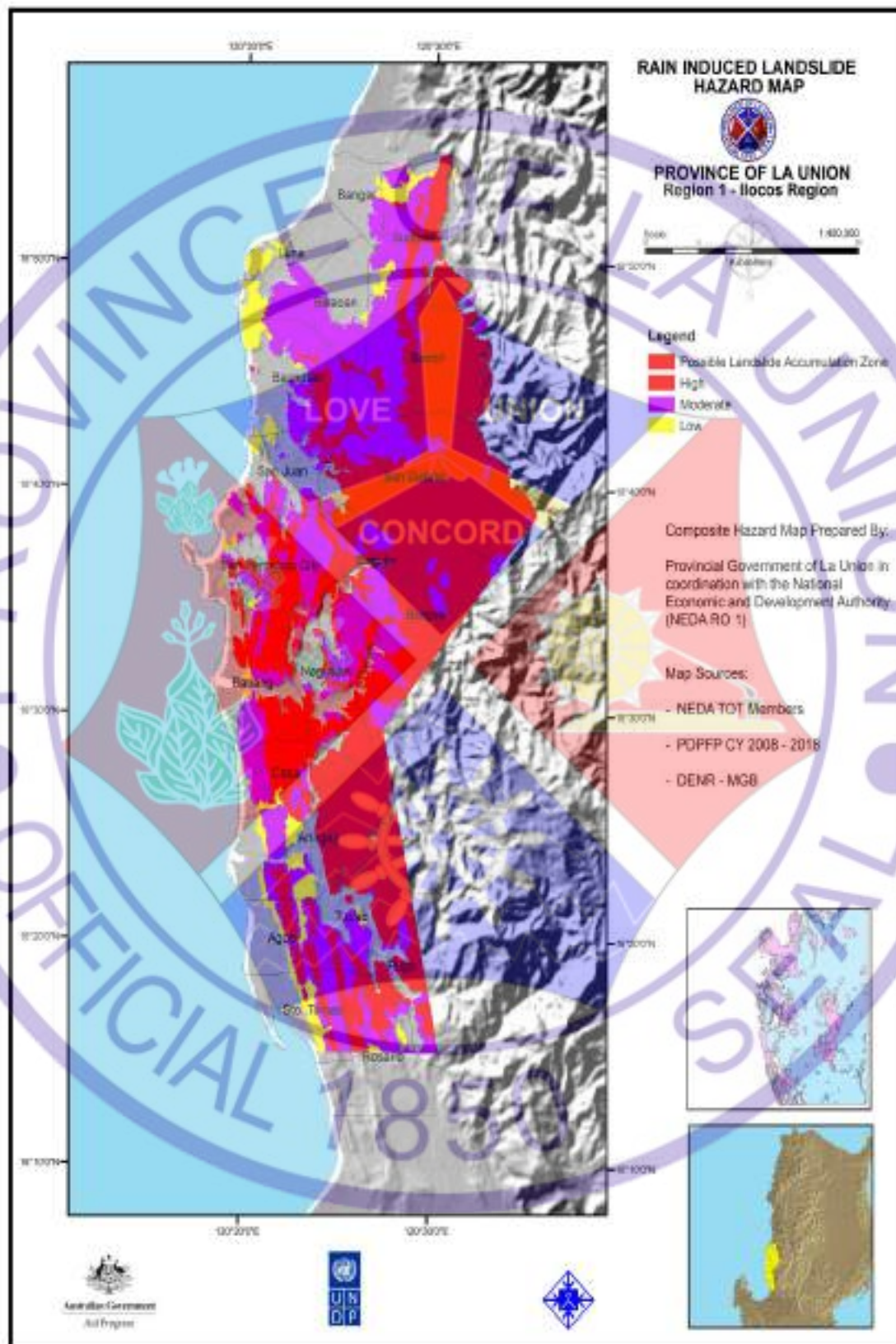
Past Rainfall-Induced Landslide Events.

Severe typhoons cause some landslides that render roads impassable. A case of eight (8) people perished in Bagulin during typhoon "Pepeng". A mountain barangay in San Fernando City also experienced moderate landslides.

Rainfall-Induced Landslide Susceptibility

- High Susceptibility (Bangar, Santol, Sudipen, City of San Fernando and Burgos)
- Moderate to High Susceptibility (Bagulin)
- Low, Moderate to High Susceptibility (San Gabriel, Naguilian, Caba, Bauang, Bacnotan and Aringay)
- Moderate (Balaoan)

MAP 17: RAIN INDUCED LANDSLIDE HAZARD MAP



b. 3. Storm Surge

Storm surge occurs when water is pushed toward the shore by the force of the winds swirling around the storm. The Province of La Union has twelve coastal municipalities and even the interior municipalities of San Gabriel, Naguilian and Sudipen will be affected when storm surge occur.

Past Storm Surge Events.

Two occurrence of this phenomenon affected four (4) towns including Sto. Tomas, Aringay, Caba and Bauang and the other affected only the town of Aringay.

Storm Surge Susceptibility.

Storm surge measured at 1 meter or more is expected in nine coastal municipalities (Agoo, Aringay, Bacnotan, Bangar, Bauang, Caba, Luna, San Juan, Sto. Tomas and the City of San Fernando) storm surge with heights of greater than 1 up to 4 meters is expected in ten coastal municipalities and the lone city will be inundated. The storm surge at 8 meters will affect the coastal barangay, linear or parallel to its coast. In the towns of Sto. Tomas, Agoo, Aringay, San Juan, Bacnotan, Luna, Bangar and interior barangays will be partly affected. See Table No. 9 - Storm Surge Susceptibility & Map No. 8 – Storm Surge Hazard Map.

c. Geologic Hazards

With our geologic setting or proximity to faults and trenches, the province is prone to earthquake related hazards. This was experienced was on July 16, 1990 earthquake with an epicenter at Digdig Fault. The province was highly affected during that 1990 earthquake.

The Rapid Earthquake Damage Assessment System (REDAS) simulations have used four (4) epicenters to see the possible effects when an earthquake will occur. Faults nearby that would possibly affect our province were made used in the simulations as an epicenter. The first scenario has an epicenter in Mountain Province with a longitude of 120.5075 and latitude of 16.4915 affecting the Tubao Fault with a magnitude of 7.3 and a depth of 2 kilometers. The second epicenter was located in Nueva Ecija with a longitude of 121.161 and latitude of 15.661 affecting Digdig Fault with a magnitude of 7.9 and a depth of 2 kilometers. This is the epicenter of the 1990 Luzon Earthquake that caused huge damages to the province. For the third scenario, it has an epicenter in San Manuel, Pangasinan with a longitude of 120.69175 and a latitude of 16.07975, magnitude of 7.0 and a depth of 2 kilometers, while the fourth scenario has an epicenter in San Jose Fault (Longitude: 120.8175, Latitude: 16.1015) with a magnitude of 6.9 and a depth of 2 kilometers. (Map 18: Ground Shaking Scenario Hazard).

Past Earthquake Events.

An earthquake occurred in this year (2011) but was moderate that it did not cause any damage. However, the province experienced massive damage during the 1990 Luzon Earthquake affecting Agoo which took the most damage. Some parts of Sto. Tomas and Aringay experienced liquefaction.

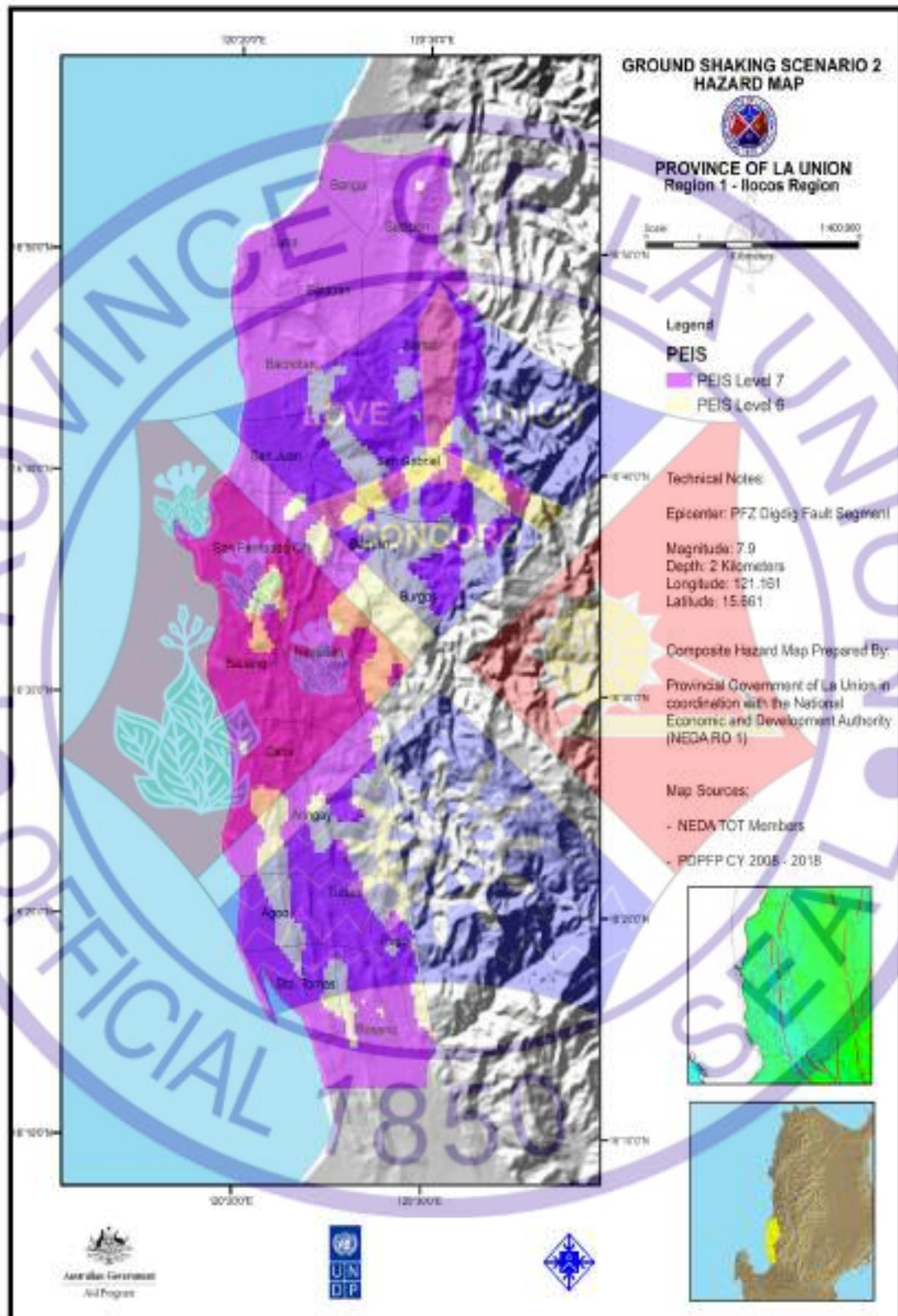
c. 1. Ground Shaking

Strong ground shaking had resulted to severe damage to infrastructures in areas near the epicenter and would brought hazard to the people as well. The population will be the primary victim when an infrastructure or a building will collapse due to intense ground shaking. This ground shaking is brought about by the movement of a fault. In the case of La Union, simulations were made to assess possible effects of intense ground shaking in the province. Those simulations used the same depth of 2 km that can be considered shallow giving maximum effects.

The Province of La Union is susceptible to ground shaking. This can be seen in what had happened during the July 16, 1990 earthquake that really devastated the province. The whole province is susceptible to ground shaking from 6.0 to 7.0 earthquake magnitudes.



MAP 18: GROUND SHAKING SCENARIO HAZARD



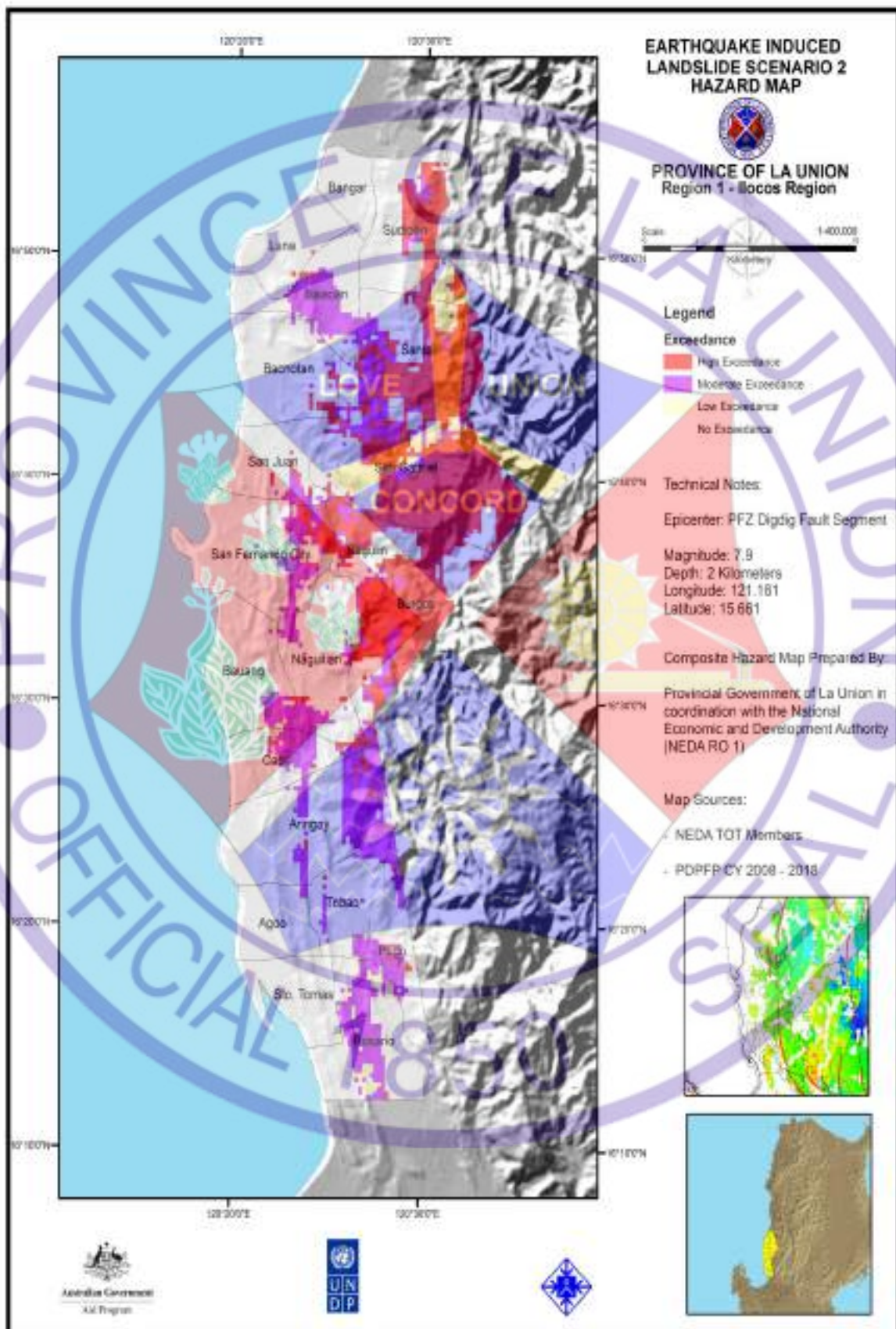
d. 2. Liquefaction Susceptibility

This is the condition when the ground losses strength due to intense ground shaking and structures built on top of it may sink and tilt. At risk are places with high water content such as old river channels, swamps, river banks, abandoned rivers, coastline and flood plains. Sixteen municipalities and the City of San Fernando are susceptible to liquefaction using the epicenter of the July 16, 1990 earthquake. The municipalities of Agoo, Aringay, Caba, Naguilian, Rosario, San Gabriel, Sto. Tomas and Tubao will have a low susceptibility while Bacnotan, Bauang, San Juan, Santol and San Fernando City will experience a low to moderate susceptibility in terms of liquefaction. The municipalities of Balaoan, Bangar, Luna and Sudipen on the other hand will experience low to high susceptibility.

c. 3. Earthquake Induced Landslide

The province with its hilly terrain on the eastern part made it susceptible to earthquake induced landslide when an intense ground shaking happens. The municipalities of Luna and Bangar are not susceptible to earthquake induced landslide based on the scenario simulated using the epicenter of the July 16, 1990 earthquake. Agoo will have a low susceptibility while Rosario and Sto. Tomas will have a low to moderate susceptibility to earthquake induced landslide. The City of San Fernando and the remaining fourteen municipalities which include Aringay, Bacnotan, Bagulin, Balaoan, Bauang, Burgos, Caba, Naguilian, Pugo, San Gabriel, San Juan, Santol, Sudipen and Tubao will experience a low to high susceptibility. This is shown in Table No. 11 - Earthquake Induced Landslide Susceptibility & Map No. 10 – Earthquake-Induced Landslide Hazard Map

MAP 18: EARTHQUAKE INDUCED LANDSLIDE



c. 4. Tsunami

Philippine archipelago is surrounded by active trenches that will put the country threatened of tsunami practically in all the sea coasts of our country. For the province of La Union it is bounded in the west with the West Philippine Sea and is facing the Manila Trench that made our province susceptible to tsunami when an earthquake takes place. Tsunamis have great erosional potential, stripping beaches of sand that may have taken years to build up and undermining trees and other coastal vegetation. It is also capable of inundating inland past the typical high-water level. This fast-moving water associated with the inundating tsunami can crush homes and other coastal structures. Tsunamis may reach a maximum vertical height onshore above sea level, often called a run-up height depending on the intensity of an earthquake.

Tsunami Susceptibility

Twelve coastal municipalities in the province namely: Luna, Bangar, Balaoan, Bacnotan, San Juan, San Fernando City, Bauang, Caba, Aringay, Agoo, Sto. Tomas and Rosario are susceptible to tsunami. Epicenter offshore (Manila Trench 8.2 Magnitude) Bangar and Luna will have 7.92m to 8.15m high water which will reach some parts of Sudipen. Worst affected with these height of water will be the coastal towns of San Fernando, Bauang, Agoo, Sto. Tomas, Rosario, Northern Bacnotan and Balaoan with moderate susceptibility. Riverside areas will be severely affected. Refer to Table No. 12 - Tsunami Susceptibility & Map No. 11 – Tsunami Hazard Map.

2. VULNERABILITY AND CROSS-SECTORAL ANALYSIS

2.1 Hazard: Flooding

Population. Considering the occurrence of flood at a worst case or a rare event, the PAGASA threshold of 480 mm. of rainfall per day may affect the whole province in general. Among the municipalities of La Union, Bangar and Luna will likely be the most affected in terms of flooding with an affected population of 24,455 and 24,850 respectively or 70 percent of their total population. However, most number of population affected will likely be in the City of San Fernando being the regional capital and business center of the province at 43,835 exposed population or 38 percent of its total population.

Built-Up Areas. The built-up areas in San Fernando City and 17 municipalities will be prone to flooding. About 60.75 percent of the total built-up area of 11,355 hectares will be affected in the case of flooding.

Agriculture. The agriculture sector in the San Fernando City and 19 municipalities of the province will be prone to flooding wherein 62 percent of the total agriculture area will be affected. Three indicators which include the vulnerability of crops, the presence of early warning device/access to flood forecasting information and the access to flood control and drainage facilities in agricultural areas were used to determine the vulnerability of every municipality/city to flooding.

Critical Infrastructures. In the event of flooding in the province, 18 municipalities and the lone city will be affected by flooding (with the exclusion of Burgos, an upland municipality) in terms of its critical infrastructures. A total of 27 schools will be affected by flooding in the entire province wherein the municipality of Bauang will have the highest number of affected at 6 schools. The province will also incur risk to its government centers with 18 municipal/city halls exposed to flooding. The municipality of Aringay will be the most affected because of its proximity to the river system, followed by the municipalities of Pugo and Bauang. Three district hospitals out of the 8 hospitals will be affected by flooding in the province.

As for road network, a total of 255.90 km or 54 percent of the total road network of the province will be affected, wherein 117.67 km form part of the national road network and 138.23 km of the provincial roads. In a rare event of flooding, 26.08 km national road and 32.42 km provincial in the highly susceptible areas will be affected. Among the 65 bridges along the national and provincial roads in the province, 32 of which will be affected by flooding.

2.2 Hazard: Rain-induced Landslide

Population. Around 463,024 persons or 62 percent of the total population of the province will likely be affected in terms of rain-induced landslide. The upland municipalities of San Gabriel affecting 12,800 persons or 77 percent of its total population, Burgos affecting 75 percent of its population and Santol with a 70 percent affected population will likely be the most affected in terms of population exposure percentage in highly susceptible areas.

Built-up Area. Slope stabilization measures used, building condition and the zoning regulation were the indicators used in the process to measure the vulnerability when it comes to rain-induced landslide. For the province of La Union, 31 percent of the total built-up area will possibly be affected and will incur very low risk up to moderate risk.

Agriculture. The predominantly hilly terrain of the province made it prone to rain-induced landslides that may cause damage to the agriculture sector. Thirty one percent (31%) of the total agriculture area will be affected and will experience a very low risk up to moderate risk.

Critical Infrastructures. The province is said to be prone to rain-induced landslide because of its hilly terrain and that may cause damage to critical infrastructures. Result of vulnerability assessment shows that 22 schools in the province will be affected in the event of a rain-induced landslide wherein eleven municipalities and the lone city will incur risk. Burgos, an upland municipality will incur the highest risk. For government centers, 8 city/municipal government centers will be affected by rain-induced landslide. Upland municipalities of Burgos and Bagulin will incur the highest risk to their municipal hall if rain-induced landslide will occur. Four hospitals in the province will be affected by rain-induced landslide. These are the Caba District Hospital, Balaoan District Hospital, Santol Lying-in and the La Union Medical Center (LUMC) in Agoo.

As for road network, a total of 255.45 km. or 53 percent of the total road network of the province will be affected by rain-induced landslide. Twenty three bridges or 35 percent of the total number of bridges in the province will incur risk affecting 13 municipalities/city.

2.3 Hazard: Storm Surge

Population. The province having eleven coastal municipalities and one coastal city is also considered prone to storm surge. A total of 114,858 persons or about 15 percent of the total population of the province will likely be affected in the event of a storm surge.

Agriculture. Fourteen municipalities and the City of San Fernando will experience damage to their agriculture sector. Of the total agriculture area of the province, 27 percent will be affected and will experience very low risk to moderate risk in terms of storm surge. **Elements/Sectors :**

Critical Infrastructures. The City of San Fernando and the municipalities of Bauang, Bacnotan, Balaoan, Luna, Bangar, San Juan and Caba will be at risk in terms of critical infrastructures in the event of a storm surge. Seven schools or 15 percent of the total number of schools in the province will be affected. These were the schools mostly along the coastal. The road networks within the 12 coastal municipalities in the province will be affected wherein 87.80 km road length or 18 percent of the road network exposed for said hazard.

2.4 Hazard: Earthquake-induced Landslides

Population. Simulated scenario earthquake with an epicenter in Nueva Ecija affecting the Digdig Fault, the province will incur earthquake induced landslides in almost all of its municipalities. A total of 172,766 potentially affected population or 23 percent of the total population of the province will likely be affected.

Road Network. The province will likely to incur damage to its road network in terms of earthquake induced landslides. A total of 98.03 km road or around 20 percent of the total road network will likely to be affected and this comprises 26.23 km (27%) national roads and 71.80 km provincial roads.

2.5 Hazard: Tsunami

Population. The scenario simulated for tsunami has an epicenter offshore along Manila Trench with a magnitude of 8.2 which is considered as the maximum magnitude based on the length of the Manila Trench using Rapid Earthquake Damage Assessment System (REDAS). With this scenario, eleven coastal municipalities and one coastal city in the province namely: Agoo, Aringay, Bacnotan, Balaoan, Bangar, Bauang, Caba, Luna, Rosario, City of San Fernando, San Juan and Sto. Tomas will likely be affected. The Municipality of Luna will likely be the most affected in terms of exposed population in prone areas having an exposed population percentage of 60 percent with a potentially affected population of 21,394.

Road Network. In the event of a tsunami based on the simulation made with an epicenter offshore along Manila Trench and a maximum magnitude of 8.2 based on the length of the Manila Trench using REDAS, 19 percent of the province's road network or equivalent to 90.33 km road will likely to be affected in the eleven coastal municipalities and one coastal city in the province.

2.6 Hazard: Ground Shaking

Population. For ground shaking, simulations were made to assess possible effects of intense ground shaking in the province. The entire province is susceptible to ground shaking based on Grounds Shaking Hazard Map. Using earthquake simulation scenario with an epicenter at Digdig Fault (1990 Earthquake Epicenter), the province will likely to incur 6.0 to 7.0 magnitudes wherein 730,392 persons will likely be affected or 98 percent of the total population of the province.

Note: Detailed Flood Maps and Landslide Maps of the nineteen (19) Municipalities and the lone City of San Fernando can be gleaned in Attachment A of the Plan.

3. CAPACITY

A. PDRRMO Response Capacity

The Provincial Disaster Risk Reduction and Management Office, in accordance with the mandate, are divided into 3 divisions which capacitate its strength in attaining its goal to have a disaster resilient community.

1. Operations and Warning Division

The PDRRM Office is situated at the Mabanag Compound, Brgy II, City of San Fernando, La Union. It also serves as the Disaster and Emergency Operation Center (EOC) of the Province of La Union. It operates on a 24/7 basis, and primarily provide frontline services such as Ambulance transport services (emergency and non-emergency), and Special Operations such as Vehicular Extrication, Collapse Structure, High Angle SAR, Fire and Water emergencies and other services related to emergencies and disaster.

i) Manpower Assets:

The personnel in the operations section are consist of Certified Emergency TeleCommunicators and Dispatchers trained and affiliated with the National 911 of the DILG, Emergency Medical Services Practitioners (EMTs and Nurses), Emergency Vehicle Operators, Rope rescue technicians, Lifeguards, and Certified Rescue Divers.

ii) Communication Assets:

On 2016, La Union is one of the pioneering provinces in the country that adopts the National Emergency Hotline 911 program of the DILG. Currently, the 911 is widely used and recognized as an emergency hotline number by the majority of the constituents in the province.

iii) Vehicle Assets:

The Operations Section has (3) Pick up Rescue Vehicle and (1) Grandia Ambulance. The Ambulance is classified Type II ambulance, in accordance with the DOH standard and qualifications, equipped with facilities, supplies and equipment intended for Emergency Medical and Trauma Management.

For Water Emergencies, Search and Rescue, the PDRRMO has different floating vehicles such as (2) jetskis, (1) rubber boat, and (1) speed boat.

iv) Rescue Equipment:

For special operations, the PDRRMO has available equipment for different emergencies and incidents such as Fire, Water, High Angle, Collapsed Structure, Vehicular Extrication such as PPEs, rope access equipment, vehicular extrication devices, collapsed structure devices, diving equipments and rescue floaters.

2. Administration and Training Division

The Training Division is the front liner of the office for the Capacity Building of the different LGUs within the province. To attain a top calibrated, updated and quality training for it is stockholders; the PDRRMO personnel are actively attending and participating trainings, courses, and workshops conducted by accredited agencies

such as the Office of the Civil Defense and other line agencies. Therefore, the PDRMO La Union has (1) CADRE instructor, (3) IMT trained personnel with ICS level 4. Others are trained instructors and facilitators for DRRM and DRR related training courses.

As an output, the PDRMO have capacitated approximately 1, 700 responders in the entire province of La Union in the year 2017, trained with different life saving skills and rescue techniques.

3. Research and Planning Division

The research and planning division of the PDRMO is actively participating trainings and workshop related to the DRR innovation and development in order to provide a more timely and effective services related to emergencies and disaster.

B. PDRMC Response Capacity

To achieved a disaster resilient community and promote a safe Agri-Tourism Destination in the North, the PDRMC is working hard to attain the vision. As a result, the province of La Union has activated (1) Provincial Disaster Emergency Operation Center, and (20) Local Disaster Emergency Operation Center in the different city/ municipalities in the entire province, which provides immediate response to disaster and emergency related incidents within their respective areas of responsibilities.

The table shows the summary of established Operation Center with their specific capacities. As a necessity, each operation center has a trained medical team which response to medical and trauma emergencies. Others have HASAR team or WASAR team, depending on the topographical features of their respective area of responsibility.

Municipality	Operation Center	HASAR Team	Medical Team	WASAR Team
Sudipen	x	x	x	x
Bangar	x	x	x	x
Balaoan	x	x	x	x
Santol	x	x	x	x
Luna	x		x	
Bacnotan	x		x	x
San Juan	x	x	x	x
San Gabriel	x	x	x	x
San Fernando City	x	x	x	x
Bauang	x	x	x	x
Naguilian	x	x	x	x
Burgos	x	x	x	x

Bagulin	x	x	x	x
Caba	x		x	x
Aringay	x	x	x	x
Agoo	x	x	x	x
Pugo	x	x	x	x
Tubao	x		x	
Sto Tomas	x	x	x	x
Rosario	x	x	x	x

Recently, the PDRRMC has strengthened its Incident Management Team and Response Cluster which adheres to the guidelines given by the NDRRMC thru the Regional Office of the Civil Defense. As a result, the province of La Union has achieved zero disaster-related casualties in the succeeding typhoons that hits the province such as “Karding”, “Ompong” and “Rosita”.

4. EXPOSURE

1. Elements, Sectors and Institutions Exposed to Hazards Impacts

Vulnerability, as being referred to the incapacity of a certain population or community to endure the effects of a hostile environment, can be caused by various outside forces, may be man-made or natural hazards. It basically links people with their environment to institutions and economic sectors that concerns them.

Like the other provinces in Region 1, La Union is very much exposed to several natural hazards like flooding, rain-induced landslides, storm surges, ground shaking and others. These hazards usually lead to the devastation of major economic and social sectors in the province such as agriculture, forestry, coastal or marine, water supply and health.

In the assessment done for critical infrastructures, a total of 47 secondary and tertiary schools, 8 hospitals (5 districts hospitals, 1 provincial hospital, 1 regional hospital and 1 lying-in at one upland municipality), 23 government centers which include the city/municipal halls, other government infrastructures within the municipal centers like police station and municipal plaza, the provincial capitol & the government center located at Sevilla San Fernando City and 65 bridges along the provincial and national roads in the province were included.

And for road networks, a total of 481.43 km road network of the province was considered in the assessment done. This consists of 203.03 km national road and 278.40 km provincial road in the province. The impact of risk contributed by hazards into our road network may as well affect the economic activity of the province.

Several typhoons has hit the province and caused mild to moderate damages in the province. In 2017, typhoon Gorio-Huaning left a worth of Php 2, 421, 196.25 damages in agriculture, and Php 184,860,000.00 damages in infrastructure; 984 families were affected and a total of 103 houses were damaged (totally/ partially)

In 2018, the Super Typhoon “Ompong” with an international name, “Manghut” has traversed the areas of Northern Luzon and left destructive effects in the provinces of Isabela, Ifugao, Mountain Province, and Benguet which affects lives and livelihoods. La Union has been fortunate to have zero- casualty reports during the onslaught of the Super Typhoon, but the province has suffered damages in agriculture with an amount of Php 933, 974, 322.50, and damages in infrastructure approximately, 1 billion pesos, therefore, declaring the province in “state of calamity”.

ESTABLISHED OPERATION CENTERS AND RESPONSE TEAMS/

Municipality	Operation Center	HASAR Team	Medical Team	WASAR Team
Sudipen	x	x	x	x
Bangar	x	x	x	x
Balaoan	x	x	x	x
Santol	x	x	x	x
Luna	x		x	
Bacnotan	x		x	x

ESTABLISHED OPERATION CENTERS AND RESPONSE TEAMS/

Municipality	Operation Center	HASAR Team	Medical Team	WASAR Team
San Juan	x	x	x	x
San Gabriel	x	x	x	x
San Fernando City	x	x	x	x
Bauang	x	x	x	x
Naguilan	x	x	x	x
Burgos	x	x	x	x
Bagulin	x	x	x	x

ESTABLISHED OPERATION CENTERS AND RESPONSE TEAMS/

Municipality	Operation Center	HASAR Team	Medical Team	WASAR Team
Caba	x		X	X
Aringay	x	x	X	X
Agoo	x	x	X	X
Pugo	x	x	X	X
Tubao	x		X	
Sto. Tomas	x	X	x	x
Rosario	x	x	x	X

CHAPTER IV: SITUATIONAL ANALYSIS

The strength, weaknesses, opportunities and threat of the council members in the four thematic areas against the hazards that frequently visited the province and the capacity of the Provincial Government of La Union and LGUs to resist the possible disasters that may happen.

A. DISASTER PREVENTION AND MITIGATION COMMITTEE

The output from the committee on Disaster Prevention and Mitigation provides key strategic actions to activities revolving around hazards evaluation and mitigation, vulnerability analyses, identification of hazard-prone areas and mainstreaming DRRM into development plans. It underscores the need for sound and scientific analysis of the different underlying vulnerability factors, risk and exposure to hazards and disasters.

Strength	Weaknesses	Opportunities	Challenges/ Threat
1. Aggressive approach 2. Presence of Hazard maps 3. Linkage with financial sources (PPP and Donor Funds) 4. Strong Public Awareness (of being prepared for disaster) 5. RDP, RD IP RDD + CCA mainstreaming 6. Strong PDRRMC 7. Presence of GIS resource center with capable staff 8. Existing/Approved CRM plans and fishery ordinance 9. All disaster program are organized (NGO, LGU) 10. Human resources, funds and equipment always ready for mitigation operation 11. Strong political will 12. Availability of rain gauges	1. Proper planning 2. Hazard maps not yet popularized 3. Limited participation of private sector during planning stages 4. Some LDRRMCs are not fully functional 5. Political intervention 6. Weak implementation of fishery and related laws 7. Lack of shoreline protection structure funding	1. RA 9003 which mandate LGUs the implementation of Eco Solid Waste Management 2. Earmark LDRRMF as continuing fund to support the program 3. Public private partnership 4. Artificial reef projects 5. Philippine Rural Development Program 6. Mangrove enhancement 7. National Greening program 8. Media collaboration/linkage is strong 9. Supporting policies	1. Channels to download ideas 2. Indifference of residents 3. Adaptation to climate change 4. Continues monitoring of the policies 5. Weather patterns constantly changing 6. Destructive fishing practice 7. Identification of real victims in disaster 8. Reaching out places affected by disasters

B. Disaster Preparedness Committee

The output from the committee on Disaster Preparedness provides for key strategic actions that give importance to community awareness and understanding, contingency planning; conduct of local drills, and the development of a provincial disaster response plan. In preparing communities and governments for possible disasters, predetermined needs based on information available are crucial.

Strength	Weaknesses	Opportunities	Challenges/ Threat
1. Functional LDRRMC 2. Well program communications links among the agencies 3. Increase awareness on disasters 4. Personnel 5. Availability of IEC materials identifying specific areas prone to calamities/hazards 6. Supportive Politicians 7. Trained barangay officials and community during disaster and availability of flood gadgets 8. Organized trained and equipped responders 9. Manpower 10. Cooperative local/regional media 11. Credibility of broadcasters 12. Plans are ready and available 13. Available resources	1. Lack of equipment/training 2. Lack of communication based EWS 3. Community simulation exercises 4. Insufficient resources/equipment available at the affected area 5. Lack of disaster equipment for immediate response during calamities 6. LDRRMCs are organized but not functional 7. Families at risk have limited capacities 8. Limited knowledge of residents on the hazards 9. Untrained communities on disaster preparedness 10. Broadcast media weakness: no generator personnel signal strength 11. Mandatory preparedness awareness	1. Access to funding suppose from NGOs/INGOs 2. Presence of many HEIs HEIs, through NSTP, maybe tapped as trainers and after capacitating them, as trainers for the identified barangays in the HVA 3. Many are interested to volunteer 4. World wide web connectivity 5. Sharing through ideas, experiences 6. Availability of technology 7. Good partnership with other agencies 8. Faster implantation of plans during disasters 9. Strong partnership with other offices/organizations/stakeholders 10. Earmarked and continuing LDRRM Fund	1. Information campaign thru slogan 2. Strengthen CSO partnership and coordination 3. Formulation of LDRRM Plan 4. Commitment 5. Formulation and implementation of local policies and systems on disaster preparedness 6. Community people/constituents hesitates or does not fully support/cooperate with DRRM programs 7. Warning/information received immediately by the household 8. Unskilled personnel 9. Institutionalizing of LDRRMO

C. DISASTER RESPONSE COMMITTEE

The output from the committee on Disaster Response Provides for key actions that give importance to activities during the actual disaster response operations such as needs assessment, search and rescue, relief operations, and early recovery activities. The activities identified below will be done either before the actual response operations or during the disaster event.

Table No. 9: SWOT - Disaster Response Committee			
Strength	Weaknesses	Opportunities	Challenges/ Threat
1. Strong cooperation between inter-agencies and offices and availability of equipment with drivers and operators 2. Presence of well trained volunteers 3. System and protocols are in place	1. Inaccessible areas such as flood prone and landslide prone areas	1. Construction of farm to market roads under the PRDP 2. Growing awareness and concern of all stakeholders	1. Slow reporting process from the barangay to the provincial level 2. Lack of insurance to responders

D. DISASTER REHABILITATION AND RECOVERY COMMITTEE

The output from the committee on Disaster Rehabilitation and Recovery aspect covers concerns related to employment and livelihoods, infrastructure and lifeline facilities, and housing and resettlement. These are recovery efforts done when people are already outside of the evacuation centers.

Strength	Weaknesses	Opportunities	Challenges/ Threat
1. WAT-SAN health system available for monitoring water portability 2. Augmentation for health services on-call and accessible 3. Established networks of disaster reporting and monitoring 4. Well trained committee member 5. Fully organized and functional LDRMC's 6. Knowledgeable members on PDANA 7. PDRMC/PDANA 8. Availability of livelihood assistance 9. Availability of expertise in Psychosocial recovery 10. Availability of logistics	1. Lack of trained personnel/ Rescue equipment 2. Possible delay in accessing areas affected and needs immediate rehabilitation 3. Limited financial resources 4. Rehabilitated roads are damaged following another disaster 5. Poor attendance/participation of committee members 6. No permanent focal person on committee meetings 7. Lack of fund for the provision of rehabilitation projects/goods. 8. Limited technical staff to cover the whole province at once	1. Assisted existing LGU production farms 2. Support from LGU's, private sector, NGO's 3. Availability of funds from national and INGO 4. Support from National agency particularly Department of Agriculture 5. Willingness of private sectors to lend/let the government borrows their equipment 6. Cage for livelihood program 7. Partnership with private and public organizations	1. Addressing the worsening effect of global climate change 2. Possible donor requirements are not met, thus no funds given. 3. Accuracy of assessment and damage report 4. Change in bad habits (waste segregation, Forced evacuation) 5. Accessing resources 6. Affected families for resettlement don't want to move and leave their present livelihood 7. Reaching out inaccessible areas to deliver rehabilitation services on time

CHAPTER V: THERMATIC AREA PLAN

A. ACTION PLAN FOR MITIGATION

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: To strengthen underlying existing mechanisms in identifying, assessing and monitoring disaster risks and enhance early warning.

Outcome: Well established disaster risk reduction and management focused on promoting economic, life and property preservation.

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
C3-1: Comprehensive Province-Wide Hazard, Vulnerability, Capacity & Risk Assessment	All LDRRMOs and stockholders and line agencies	Provides data for the LGUs in relation to disaster and response. Provides awareness to the constitutes	PDRRMO, C/MDRRMOs, BDC, PEO, OPAG, SP, PSWDO	2018, 2020, 2022	LDRRMF - 100,000.00	
C3-2: Comprehensive Province-Wide Risk Mapping	Identified Hazard Risk Areas	Provides awareness to the constitutes about disaster		2018, 2020, 2022	LDRRMF - 100,000.00	
C3-3: All Hazard Early Warning System for all 576 Barangays of La Union: Early Warning, Early Action	All barangays in the Province	Reduces the number of casualties, injured, and missing		2018-2022	LDRRMF - 100,000,000.00	
C3-4: Building DRR CCA Responsive Buildings & Infrastructures	All LGUs	Educates constituents about DRR and CCA		2018-2022	LDRRMF - 5,000,000.00	
C3-5: Livestock Insurance	Local farmers in the province	Capacitate affected farmers to cope up		2018-2022	LDRRMF - 1,000,000.00	

		from the effects of a disaster.			
C3-6: Agriculture Insurance	Local Farmers province	Capacitate affected farmers to cope up from the effects of a disaster.	2018-2022	LDRRMF - 1,000,000.00	
C3-7: CCA-Coastal: One Million Mangrove Trees	Coastal areas identified by the LGUs susceptible to storm surges	Increase awareness to the constituents about the relation of DRR and CCA Reduce the risk of flooding, and/or storm surge	2018-2022	LDRRMF - 1,000,000.00	
C3-8: CCA-Forest: One Million Mahogany Trees	Mountainous areas susceptible to landslides, as identified by the LGU	Mitigate the possible occurrence of landslide/soil erosion	2018-2022	LDRRMF - 1,000,000.00	
C3-9: CCA-Water: A Clean Water Project for Every Juan	All barangays in the province	Reduce the risk of acquiring water bourne diseases	2018-2022	LDRRMF - 1,000,000.00	

B. ACTION PLAN FOR PREPAREDNESS

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: a) To enhance knowledge, education and information to enable people to anticipate disasters and making them increasingly resilient to disaster. b) To further the forging of partnerships among all levels in the government, private enterprises, international agencies, and NGOs for advancing capacities in meeting the challenges posed by disasters in the Province.

Outcome: Simplified a complex and abstruse DRRM legislations, frameworks and plans into a highly contextualized model of participatory development that succeeds in attaining zero (0) casualty, and safeguarding the province from any potential economic losses.

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
C1-1: La Union Contingency Plan on Human Induced Hazards	All LDRRM Offices/ Councils and other line agencies	Developed and implemented comprehensive provincial preparedness and response plans, programs, policies, and systems	PDRRMO, PPDO, OPS	2018	LDRRMF - 20,000.00	
C1-2: La Union Contingency Plan on Natural Hazards				2018	LDRRMF - 20,000.00	
C1-3: La Union Disaster Communication Plan				2018	LDRRMF - 20,000.00	
C1-4: La Union Climate Change Adaptation Plan				2018	LDRRMF - 20,000.00	
C1-5: La Union Disaster Standard Manual of Operations				2018	LDRRMF - 20,000.00	
C1-6: Evaluation of Plans Through Workshop				2018- 2022	LDRRMF- 10,000.00	
S1-1: 100 Thousand IEC Materials: Storm Surge, Tsunami, Flood	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS			

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
S1-2: 100 Thousand IEC Materials: Landslide	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-3: 100 Thousand IEC Materials: Earthquake	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-4: 100 Thousand IEC Materials: Fire	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-5: 100 Thousand IEC Materials: DRR & CCA	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-6: 100 Thousand IEC Materials: No Smoke Belching	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-7: 100 Thousand IEC Materials: No Smoking Please?	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-8: 100 Thousand IEC Materials: Agriculture Organic Farming	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
S1-9: 100 Thousand CCA-Fisheries IEC Materials: No Dynamite Fishing	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 100,000.00	
S1-10: IEC Campaign: Storm Surge, Tsunami, Flood	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-11: IEC Campaign: Landslide	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-12: IEC Campaign: Fire	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-13: IEC Campaign: DRR & CCA	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-14: CCA-Air: No Smoke Belching	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
S1-15: CCA-Air: No Smoking Please?	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-16: CCA-Fisheries: No Dynamite Fishing	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 50,000.00	
S1-17: Inclusive DRR-CCA Symposium/ Forum	All communities and families in the province	Increased awareness regarding disaster preparedness	PDRRMO, PPDO, OPS	2018-2022	LDRRMF - 500,000.00	

C. ACTION PLAN FOR RESPONSE

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: a) To strengthen underlying existing mechanisms in identifying, assessing and monitoring disaster risks and enhance early warning. b) To hasten in filling knowledge gaps, providing a clearing-house for information, building know-how and mobilizing resources geared towards a strengthened disaster preparedness for effective response at all levels.

Outcome: Achieved an autonomous community that actively participates during emergencies and disasters

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
C2-1: Ten (10) Minute Response Time Compliance	All emergency response units in the province	Highly contextual, locally based disaster response for specific variety of potential natural or human induced hazards that are risks in each local jurisdiction.	PDRRMO, PSWDO, PHO	2022	LDRRMF - 4,000,000.00	
C2-2: Minimized Disaster Related Death				2022	LDRRMF - 1,000,000.00	
C2-3: Hospital Emergency/Disaster Preparedness	All emergency response units and hospitals in the province			2017-2020	LDRRMF - 1,000,000.00	
C2-4: Disaster Relief: Stockpile of Food Items	All LDRRMOs			2017- 2022	LDRRMF - 2,000,000.00	
C2-5: Disaster Relief: Stockpile of Non Food Items	All LDRRMOs			2017- 2022	LDRRMF - 2,000,000.00	
C2-6: Disaster Relief: Delivery of Psychosocial Services to Disaster Victims	Affected population			2017- 2022	LDRRMF - 1,000,000.00	
C2-7: Disaster Relief: Delivery of Medical Services	Affected population			2017- 2022	LDRRMF - 1,000,000.00	
C2-8: Disaster Relief: Delivery	Affected			2017- 2022	LDRRMF - 1,000,000.00	

of WASH Services	population					
C2-9: Disaster Relief: Conduct of Effective and Efficient Camp Evacuation Center Management	Affected population			2017- 2022	LDRRMF - 1,000,000.00	
C2-10: Compiled RDANA/PDNA Reports for Every Disaster/Hazard	Affected population			2017- 2022	LDRRMF - 10,000.00	
C2-11: Established and Maintained a 24/7 Operation Center	PDRMO			2017- 2022	LDRRMF - 1,000,000.00	
C2-12: Provision of emergency shelter assistance to affected population	Affected population			2017- 2022	LDRRMF - 5,000,000.00	

D. ACTION PLAN FOR REHABILITATION AND RECOVERY

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: To strengthen underlying existing mechanisms in identifying, assessing and monitoring disaster risks and enhance early warning. To hasten in filling knowledge gaps, providing a clearing-house for information, building know-how and mobilizing resources geared towards a strengthened disaster preparedness for effective response at all levels.

Outcome: Substantial reduction of informal and marginal human settlement.

Projects, Programs and Activities	Targets	Key Output	Lead Office	Timeframe	Source and Amount	AIP Ref Code
C4-1: Provision of financial assistance to affected population	Affected population and affected LGUs	Restored and improved facilities, livelihood and living conditions and organizational capacities of affected communities using the “Build Back Better Approach”	PDRMO, PSWDO, PEO	2018-2022	LDRRMF - 2,000,000.00	
C4-2: Repair of damaged infrastructures				2018-2022	LDRRMF - 10,000,000.00	

CHAPTER VI: MONITORING AND EVALUATION

A. MONITORING AND EVALUATION FOR MITIGATION

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: To strengthen underlying existing mechanisms in identifying, assessing and monitoring disaster risks and enhance early warning.

Outcome: Well established disaster risk reduction and management focused on promoting economic, life and property preservation.

Program and Key Outputs: Reduced people's vulnerability that are generated by social, economic, and political processes influencing how hazards affect the people in varying ways and differing intensities

Baseline	Assumption and Risk	OVI	Targets for indicators with GAD indicators	Data Sources	Collection Methods	Frequency and Audience to Report to	Lead Office	Resources Needed
No settlers residing along the identified hazard prone areas Less occurrence of landslides/ storm surges	Proper implementation of every LCEs thru ordinances/ EOs	No. of affected population during disaster	Identified household residing along the identified hazard prone areas has been resettled to a move less hazardous areas	Situational report	Situational reports from local DRRMOs	Post-disaster	PDRRMO, Local DRRMOs	Internal Link: LDRRMF

B. MONITORING AND EVALUATION FOR PREPAREDNESS

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective 1: To enhance knowledge, education and information to enable people to anticipate disasters and making them increasingly resilient to disaster. b) To further the forging of partnerships among all levels in the government, private enterprises, international agencies, and NGOs for advancing capacities in meeting the challenges posed by disasters in the Province.

Outcome: Simplified a complex and abstruse DRRM legislations, frameworks and plans into a highly contextualized model of participatory development that succeeds in attaining zero (0) casualty, and safeguarding the province from any potential economic losses.

Program and Key Outputs: Developed and implemented comprehensive provincial preparedness and response plans, programs, policies, and systems

Baseline	Assumption and Risk	OVI	Targets for indicators with GAD indicators	Data Sources	Collection Methods	Frequency and Audience to Report to	Lead Office	Resources Needed
Every LDRRMC/Os are equip to provide awareness in their respective area of responsibilities	Cooperation with every barangays and households	No of barangays with active DRRM outputs	Every BDRRMCs/ LDRRMCs have existing BDRRM/LDRRM Plans to be implemented	DRRM Plans approved and implemented	Site visitation, regular monitoring and evaluation conducted by LDRRMOs	Quarterly DRRM Council meetings	PDRRMO, LCEs, LDRRMOs, BDRRMC	LDRRMF

C. MONITORING AND EVALUATION FOR RESPONSE

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

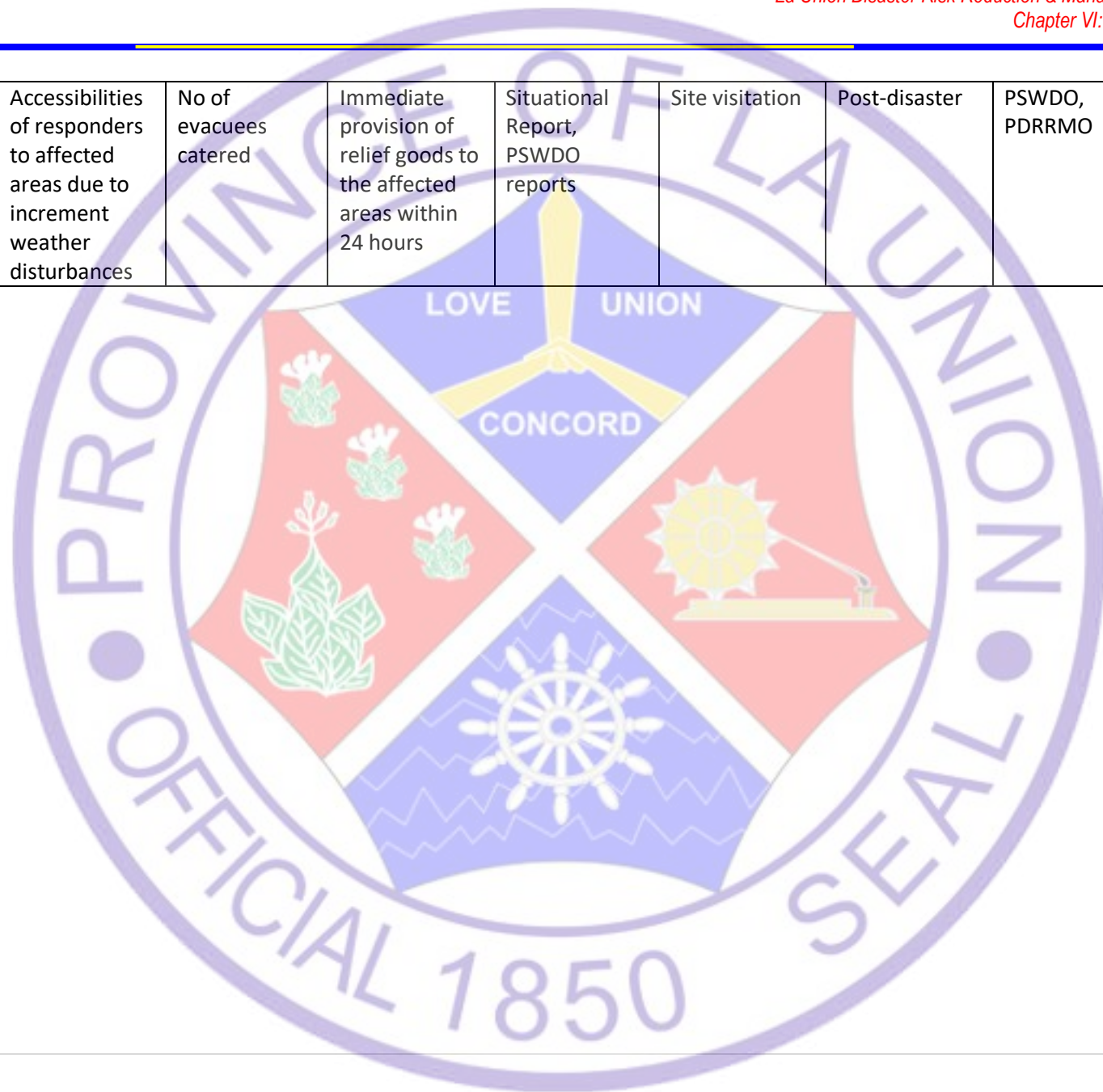
Objective: To enhance knowledge, education and information to enable people to anticipate disasters and making them increasingly resilient to disaster. b) To further the forging of partnerships among all levels in the government, private enterprises, international agencies, and NGOs for advancing capacities in meeting the challenges posed by disasters in the Province.

Outcome: Achieved an autonomous community that actively participates during emergencies and disasters.

Program and Key Outputs: Highly contextual, locally based disaster response for specific variety of potential natural or human induced hazards that are risks in each local jurisdiction.

Baseline	Assumption and Risk	OVI	Targets for indicators with GAD indicators	Data Sources	Collection Methods	Frequency and Audience to Report to	Lead Office	Resources Needed
Achieved a response time of 3-10 mins for emergency scenario	Response time depends on distance and accessibilities of some areas	No of trained first responders in every barangays in the province	Increase number of activated emergency response team	Operational Reports	Monitoring and Evaluation, list of ACDV	DRRM Council Meetings	PDRRMO, LDRRMOs, Barangay Councils	LDRRMF
Capability of every District Hospitals in the Province to provide Advance Life support		No of trained hospital personnel with Advance Life Support	6 District Hospital are capable to provide Advance Life Support	Training Reports	Regular meeting with the hospitals	Post- disaster	PHO, PDRRMO	

Sufficient provision for evacuees during evacuation	Accessibilities of responders to affected areas due to increment weather disturbances	No of evacuees catered	Immediate provision of relief goods to the affected areas within 24 hours	Situational Report, PSWDO reports	Site visitation	Post-disaster	PSWDO, PDRMO	
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C. MONITORING AND EVALUATION FOR REHABILITATION AND RECOVERY

Goal: To ensure that disaster risk reduction becomes a local priority through the implementation of integrated and inclusive measures thereby increasing the preparedness for response and recovery, and thus strengthen resilience.

Objective: To strengthen underlying existing mechanisms in identifying, assessing and monitoring disaster risks and enhance early warning. b) To hasten in filling knowledge gaps, providing a clearing-house for information, building know-how and mobilizing resources geared towards a strengthened disaster preparedness for effective response at all levels.

Outcome: Substantial reduction of informal and marginal human settlement

Program and Key Outputs: Restored and improved facilities, livelihood and living conditions and organizational capacities of affected communities using the “Build Back Better Approach”

Baseline	Assumption and Risk	OVI	Targets for indicators with GAD indicators	Data Sources	Collection Methods	Frequency and Audience to Report to	Lead Office	Resources Needed
Reduced Infrastructure and Agricultural Damages	Access road to the affected areas	Immediate 100% clearing is achieved No of affected farmer as beneficiaries to the alternative livelihood program	100% clearing is achieved within 7 days during the onslaught of the disaster	PEO, OPAG, OPVET Damages Report	RDANA PDANA	Post-disaster DRRMC Emergency Meeting	PDRRMO, PEO, OPAG, OPVet, PSWDO	LDRRMF

ANNEX A: PDRRMO PROTOCOLS, SYSTEMS, GUIDELINES






LA UNION 911

ISO 9001-2015 QUALITY MANAGEMENT CONTROL PROCEDURES

PROVINCIAL GOVERNMENT OF LA UNION					
Operations and Warning Control Procedure					
Type of Document		Quality Management System Procedure			
Document No.		PGLD-QM-SM-001		Rev. no.	2
				Page	1 of 8
Execution Date	Rev. No.	Revision Type	Change Description	Page Affected	Originator
27 April 2022	2	Minor	Minor amendments to comply with the ISO 9001:2015 requirements	1	BSA

 <small>Mayor</small> <small>Signature</small>	 <small>Provincial Governor</small> <small>Signature</small>	 <small>Provincial Secretary</small> <small>Signature</small>
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Approval Date:

Signature:

Approval Date:

Signature:

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	Operations and Warning Control Procedure	Document No. : PGLU-QP-RRM-001
		Revision Level : 0
		Page : Page 2 of 8

1.0 OBJECTIVE

The purpose of this procedure is to establish and maintain an effective and efficient PDRMO – Operations and Warning Control process relating to the ISO 9001:2015 requirements.

2.0 SCOPE

This procedure is applicable to the entire operation of the Provincial Disaster Risk Reduction and Management Office – Operations and Warning Division.

3.0 DEFINITION OF TERMS

- 3.1 PGLU – the Provincial Government of La Union is the governing body of the province
- 3.2 PDRMO – the Provincial Disaster Risk Reduction and Management Office is responsible for ensuring the protection and welfare of the people during disasters or emergencies
- 3.3 PDRMC – the Provincial Disaster Risk Reduction and management Council, is a working group of various government, non-government, civil sector and private sector organizations of the Provincial Government of La Union.


4.0 REFERENCE DOCUMENTS

- 4.1 RA No. 10121
- 4.2 PDRMO Administrative & Operational Functions, Policies and Procedures

5.0 RESPONSIBILITY & AUTHORITY

- 5.1 The PDRMO shall uphold the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to disasters, strengthening the province's institutional capacity for disaster risk reduction and management and building the resilience of its communities to disasters including climate change impacts;
- 5.2 The PDRMO is composed of a PDRMO assisted by three (3) staff responsible for: (1) administration and training; (2) research and planning; and (3) operations and warning.
- 5.3 The PDRMO shall establish an operating facility to be known as the PDRMOC;
- 5.4 The Operations and Warning Division shall operate a multi-hazard early warning system, linked to disaster risk reduction to provide accurate and timely advice to barangay, city/municipality, regional and national emergency response organizations and to the general public, through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities;
- 5.5 The Operations and Warning Division shall 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;
- 5.6 The Operations and Warning Division shall disseminate information and raise public awareness about hazards, vulnerabilities and risks their nature, effects, early warning signs and counter-measures;

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- 5.7 The Operations and Warning Division shall respond to, 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.

6.0 PROCEDURE

6.1 911 Unit Process


PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Emergency Calls Receiving	911 Unit Members	Shall answer calls	n/a
Emergency Situation Awareness	911 Unit Members	Shall determine the nature of the emergency	La Union 911 Dispatcher Checklist (RRM-001-0)
Emergency endorsement	911 Unit Member	Shall endorse the situation to the rapid emergency telecommunications unit.	n/a
Operation	911 Unit Member	Shall continuously monitor the situation	n/a
Mission Termination	911 Unit Member	Shall terminate the operation	n/a
Form forwarding	911 Unit Member	Shall forward the accomplished La Union 911 Dispatch Order Slip to the Alert Unit Member	La Union 911 Dispatch Order Slip (RRM-002-0)
END			


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6.2 Rapid Emergency Telecommunication Team Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	RETT Unit Member	Shall receive and acknowledge the emergency endorsed by the 911 unit member	n/a
Mobilization	RETT Unit Member	Shall activate the Alert Unit, Medical Unit, Search, Rescue and Retrieval Unit and Emergency Vehicle Unit	n/a
Operation	RETT Unit Member	Shall continuously monitor the situation	n/a
Mission Termination	RETT Unit Member	Shall terminate the operation	n/a
Report forwarding	RETT Unit Member	Shall forward the monitoring and dispatch form to the alert unit member	Monitoring and Dispatch Form (RRM-003-0)
END			


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6.3 Alert Unit Process


PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	Alert Unit Member	Shall receive and acknowledge the emergency endorsed by the Rapid Emergency Telecommunications Team Unit Member	n/a
Report	Alert Unit Member	Shall prepare an initial situational report	Initial Situational Report (RRM-004-D)
Operation	Alert Unit Member	Shall continuously monitor the situation	n/a
Mission Termination	Alert Unit Member	Shall terminate the operation	n/a
Report gathering	Alert Unit Member	Shall gather reports from 911, RETT, Medical, EVO, SRR units	n/a
Draft	Alert Unit Member	Shall prepare a final report of the emergency	Operational Report
Review	Operations and Warning Division Chief	Shall review, finalize and endorse the Operational report to the Provincial Disaster Risk Reduction and Management Officer	Reviewed Operational Report
Note	Provincial Disaster Risk Reduction and Management Officer	Shall note the operational report	Noted Operational Report
Release	Alert Unit Member	Shall disseminate the report	Disseminated Operational Report
END			

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	Operations and Warning Control Procedure	Document No. : PGLU-QP-RRM-001 Revision Level : 01 Page : Page 6 of 8
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6.4 Emergency Vehicle Operator Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	Emergency Vehicle Operator Unit Member	Shall receive and acknowledge the emergency endorsed by the Rapid Emergency Telecommunications Team Unit Member	n/a
Respond	Emergency Vehicle Operator Unit Member	Shall respond to the emergency	n/a
Mission Termination	Emergency Vehicle Operator Unit Member	Shall terminate the operation	n/a
Report forwarding	Emergency Vehicle Operator Unit Member	Shall forward the vehicle run sheet to the alert unit member	Vehicle Run Sheet (RRM-005-0) (RRM-006-0) (RRM-007-0) (RRM-008-0) (RRM-009-0)
END			

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6.5 Medical Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	Medical Unit Member	Shall receive and acknowledge the emergency endorsed by the Rapid Emergency Telecommunications Team Unit Member	n/a
Respond	Medical Unit Member	Shall respond to the emergency	n/a
Mission Termination	Medical Unit Member	Shall terminate the operation	n/a
Report forwarding	Medical Unit Member	Shall forward the La Union Rescue Pre-Hospital Patient Care Form to the alert unit member	La Union Rescue Pre-Hospital Patient Care Form (RRM-010-01)
END			

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	Operations and Warning Control Procedure	Document No. : PGLU-OP-PRM-001 Revision Level : 00 Page : Page 6 of 8
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6.6 Search, Rescue and Retrieval Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	Search, Rescue and Retrieval Unit Member	Shall receive and acknowledge the emergency endorsed by the Rapid Emergency Telecommunications Team Unit Member	n/a
Respond	Search, Rescue and Retrieval Unit Member	Shall respond to the emergency	n/a
Mission Termination	Search, Rescue and Retrieval Unit Member	Shall terminate the operation	n/a
END			

6.7 Reports

Reports	Frequency	Responsible
Operational Report	Everyday	Operations and Warning Division

7.0 PERFORMANCE INDICATORS

7.1 The Operations and Warning Division shall ensure outstanding performance of its responsibility and authority defined in item no. 5 of this document.

8.0 ATTACHMENTS AND FORMS

- 8.1 RRM-001-0: La Union 911 Dispatcher Checklist
- 8.2 RRM-002-0: La Union 911 Dispatch Order Slip
- 8.3 RRM-003-0: Monitoring and Dispatch Form
- 8.4 RRM-004-0: Situational Report
- 8.5 RRM-005-0: Vehicle Run Sheet, Toyota Grandia
- 8.6 RRM-006-0: Vehicle Run Sheet, Mitsubishi Estrada
- 8.7 RRM-007-0: Vehicle Run Sheet, Toyota Megacruiser
- 8.8 RRM-008-0: Vehicle Run Sheet, Isuzu
- 8.9 RRM-009-0: Vehicle Run Sheet, Toyota Hilux
- 8.10 RRM-010-0: La Union Rescue Pre-Hospital Patient Care Form

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CALL IDENTIFICATION NUMBER:

RRM-001-0

LA UNION 911

DISPATCHER CHECKLIST

INCIDENT INFORMATION

- ☐ WHAT IS THE CALLER'S EMERGENCY?
- ☐ WHERE IS THE EXACT LOCATION OF THE INCIDENT?
- ☐ DID YOU ASK FOR DIRECTIONS AND LANDMARKS?
- ☐ WHAT IS THE CALL BACK NUMBER?

SITUATION AWARENESS

- ☐ WHAT INCIDENT HAS HAPPENED?
- ☐ DETERMINE IF IT IS ONGOING, IF NOT HOW LONG HAS IT BEEN?
- ☐ DOES IT STILL NEED PROMPT RESPONSE?
- ☐ WITH WHOM ARE YOU SPEAKING?
- ☐ ARE YOU THE VICTIM?
- ☐ ARE YOU A WITNESS?
- ☐ IS THE CALLER SAFE FROM ANY HARM? IF NOT, PROVIDE SAFETY ADVICE.
- ☐ HAS ANYONE BEEN INJURED?
- ☐ IS AN AMBULANCE NEEDED?
- ☐ ARE CHILDREN PRESENT ANYWHERE AT THE SCENE?
- ☐ HOW MANY CHILDREN?
- ☐ WHERE ARE THEY NOW?

SAFETY AND SECURITY EMERGENCY

- ☐ IS THE SCENE SAFE FOR THE RESPONDING OFFICER?
- ☐ ARE THERE WEAPONS INVOLVED?
- ☐ WHAT KIND?
- ☐ WHERE ARE THEY LOCATED?
- ☐ ARE ANY PRESENT IN THE HOUSE?
- ☐ ARE THERE ANY VICTIMS?
- ☐ HOW MANY?
- ☐ WHO IS THE ALLEGED OFFENDER?
- ☐ IS THE ALLEGED OFFENDER PRESENT? IF NOT, DO YOU KNOW WHERE HE MIGHT BE?
- ☐ CAN YOU DESCRIBE THE ALLEGED OFFENDER?
- ☐ CAN YOU GIVE DESCRIPTION OF THE VEHICLE USED?
- ☐ DIRECTION OF TRAVEL?
- ☐ IS THE ALLEGED OFFENDER UNDER THE INFLUENCE OF ALCOHOL, DRUGS OR MEDICATION?
- ☐ WHAT KIND?
- ☐ HAVE THE POLICE BEEN TO THE ADDRESS BEFORE?
- ☐ WHY?
- ☐ HOW MANY TIMES?
- ☐ ARE THERE PETS OR OTHER ANIMALS AT THE SCENE?
- ☐ ARE THEY ANY THREAT TO THE OFFICERS?
- ☐ DO NOT "CLEAN UP" OR OTHERWISE CHANGE CIRCUMSTANCES OF THE SCENE UNTIL OFFICERS ARRIVE.
- ☐ IF SEXUAL ASSAULT: THE DISPATCHER SHALL ADVISE THE VICTIM NOT TO BATH OR CHANGE CLOTHING UNTIL OFFICERS ARRIVE.

FIRE INCIDENT

- ☐ IS THE SCENE SAFE FOR THE FIREIGHTER?
- ☐ WHAT STRUCTURE IS ON FIRE?
- ☐ DETERMINE IF RESIDENTIAL, COMMERCIAL OR GRAZE.
- ☐ ARE THERE ANY VICTIMS?
- ☐ ARE THERE ANY VICTIMS TRAPPED INSIDE?
- ☐ HOW MANY VICTIMS?
- ☐ IS THERE AN ALLEGED ARSONIST? IF YES, DO YOU KNOW WHERE HE MIGHT BE?
- ☐ ARE THERE ANY CLOSE HOUSES OR STRUCTURES?
- ☐ IDENTIFY CONSTRUCTION MATERIALS.
- ☐ IS THERE ANY NEAR SOURCE OF WATER?
- ☐ IDENTIFY WATER SOURCE.
- ☐ ESTIMATE DISTANCE FROM INCIDENT.
- ☐ IDENTIFY POSSIBLE ROUTE FOR THE FIRETRUCKS.
- ☐ IS THE ROUTE WIDE ENOUGH?
- ☐ DETERMINE ALTERNATIVE ROUTE.
- ☐ NEVER TO ALLOW ANYONE ENTER A BURNING HOUSE OR STRUCTURE.
- ☐ IDENTIFY POSSIBLE HOUSEHOLDS THAT MAY BE INVOLVED AND START EVACUATION IMMEDIATELY.

MEDICAL AND TRAUMA EMERGENCIES

- ☐ IS THE SCENE SAFE FOR THE EMT?
- ☐ DETERMINE IF THE INCIDENT IS NATURE OF ILLNESS OR MECHANISM OF INJURY.
- ☐ IS THE EMERGENCY LIFE THREATENING?
- ☐ IS THE PATIENT BREATHING?
- ☐ DOES THE PATIENT HAVE PULSE?
- ☐ WHAT IS THE LEVEL OF CONSCIOUSNESS?
- ☐ ALERT
- ☐ VOICE
- ☐ PAIN
- ☐ UNCONSCIOUS
- ☐ IS THE PATIENT EXPOSED TO EXTREME HOT OR COLD ENVIRONMENT?
- ☐ IF THE CALLER'S VOICE SOUNDS RASPY OR IF BREATHING SOUNDS LABORED, ASK CALLER:
 - ☐ HAVE YOU BEEN STRANGLERED OR CHOKED?
 - ☐ HAS YOUR NECK OR THROAT BEEN SCORCHED OR BURNED IN ANY WAY?
 - ☐ ARE YOU ABLE TO BREATHE NORMALLY?
- ☐ IF THE CALLER'S VOICE SOUNDS RASPY, ONLY IF THE CALLER IS ABLE TO SPEAK, ASK IF THE CALLER DOES NOT COMPLAIN OF FALLING IN THE BACK OF THE THROAT.

MEDICAL	TRAUMA
<ul style="list-style-type: none"> <input type="checkbox"/> SIGNS AND SYMPTOMS <input type="checkbox"/> ALLERGIES <input type="checkbox"/> MEDICATIONS <input type="checkbox"/> PAST AND PRESENT MEDICAL HISTORY <input type="checkbox"/> LAST ORAL INTAKE <input type="checkbox"/> EVENT PRIOR TO INJURY <input type="checkbox"/> IF THE SITUATION REQUIRES ANY OF THE FOLLOWING BASIC LIFE SUPPORT TECHNIQUES - BURN ON BODY AIRWAY OBSTRUCTION MANAGEMENT, RESCUE BREATHING, CARDIOPULMONARY RESUSCITATION. <input type="checkbox"/> IF BLEEDING HEAVILY THAT MAY CAUSE THE PATIENT'S LIFE, ASSIST THE CALLER IN PERFORMING MAJOR BLEEDING CONTROL TECHNIQUES. 	<ul style="list-style-type: none"> <input type="checkbox"/> IS THERE BLOOD ON ANY PART OF THE VICTIM'S BODY? <input type="checkbox"/> IS IT STILL BLEEDING? <input type="checkbox"/> IS THERE PAIN OR TENDERNESS? <input type="checkbox"/> ARE THERE ANY DEFORMITIES? <input type="checkbox"/> CAN THE VICTIM FEEL OR MOVE HIS/HER EXTREMES?

IMPORTANT THINGS TO CONSIDER

- ☐ KEEP THE CALLER ON THE LINE UNTIL RESPONDING UNIT ARRIVES.
- ☐ ESTABLISHMENT OF INCIDENT COMMAND SYSTEM FOR MULTI-AGENCY OPERATIONS, DETERMINE WHO IS THE INCIDENT COMMANDER.
- ☐ PROVIDE AVAILABLE HISTORY OR DATA THAT MAY HELP THE RESPONDING UNIT.
- ☐ DISPATCH AND COMMUNICATE ACCORDING TO APPROPRIATE PROTOCOLS.

QUALITY ASSURANCE

TO BE CHECKED BY THE SUPERVISOR

- ☐ TAKES CONTROL AND ELICITS INFORMATION NECESSARY AND APPROPRIATE FOR CALL PER GUIDELINES.
- ☐ AVOIDS VOICE INTONATIONS, EXPRESSIONS THAT ERECT BARRIERS.
- ☐ FINDS WAY TO CALM ANXIOUS, HOSTILE OR HYSTERICAL CALLERS.
- ☐ KEEPS CALLERS ON THE LINE WHEN NECESSARY.
- ☐ ACCURATELY CLASSIFY AND PRIORITIZE INCIDENTS. ENTER ACCURATE AND PERTINENT INFORMATION IN COMMICAL IN A CLEAR AND CONCISE MANNER.
- ☐ AVOIDS CONVERSATIONS, LOUD BACKGROUND NOISES AND ACTIVITIES WHICH MAY INTERFERE WITH SAFE DISPATCHING AND CALL TAKING ACTIVITIES.
- ☐ TAKES NECESSARY ACTIONS TO PREVENT, CORRECT OR REPORT UNSAFE CONDITIONS WHICH ARE OBSERVED.
- ☐ EMPATHETIC AND AWARE OF ON-LINE CULTURES.

NARRATIVE NOTES:

Master Copy

DCC: *[Signature]*

Date: *12/12/2019*

DCC NAME AND SIGNATURE:

SUPERVISOR NAME AND SIGNATURE:

DATE:

DATE:

CALL IDENTIFICATION NUMBER

LA UNION 911

DISPATCH ORDER SLIP

DATE OF CALL	TIME OF CALL	ESTIMATED NO. OF CASUALTIES	TYPE OF EMERGENCY
REPORTING INFORMATION			
<div style="display: flex; justify-content: space-between;"> <div> NAME OF INCIDENT _____ REPORTED BY _____ PHONE NO. _____ ADDRESS _____ </div> <div> RADIO _____ TELEPHONE _____ CALLER RETURN TELEPHONE NO. _____ PHONE NO. _____ TELEPHONE NO. _____ </div> </div>			
ACTIONS TAKEN			
<div style="display: flex; justify-content: space-between;"> <div> MODEL COPY REC'D _____ DATE _____ SIGNATURE _____ </div> </div>			

RESPONDING UNIT GUIDELINES

TYPE OF EMERGENCY	RESPONDING UNITS	ACTION	ACTION
Medical Emergencies Poisoning Issues Dermal Issues Endocrinology Electrolytes, Acid Base Allergies and Anaphylaxis Musculoskeletal Gastrointestinal Genitourinary Respiratory Hematology and Oncology Neurology Environmental Emergencies Eyes, Ears, Nose and Throat Behavioral and Psychological Obstetrics and Gynecology	IF NEED FOR INVESTIGATION (E.G. POLICE) IN FOLLOWING ON ALL INCIDENTS	DISPATCH	IF SUSPECTED FOR ALLEGED SUBSTANCE
	Trauma Emergencies Sports and High Impact Head, Neck and Back Trauma Pelvic Trauma Abdominal Trauma Sexual Trauma Stabbed Trauma Gun Trauma Injury Burn Trauma	IF NEED FOR INVESTIGATION IN ALL INCIDENTS AND CRIMINAL INCIDENTS	DISPATCH DISPATCH FOR THE VICTIMS
Fire Incidents Residential Commercial Industrial Gas Fire	DISPATCH FOR INVESTIGATION	DISPATCH	DISPATCH FOR SECURITY THREATS AND ILLICIT SUBSTANCE VIOLENCE
Safety and Security Violent or Incidents Law Enforcement Law Enforcement Weapons and Threat Security Threat	DISPATCH	DISPATCH	DISPATCH FOR SECURITY THREATS AND ILLICIT SUBSTANCE VIOLENCE
Search and Rescue Water Emergency Vertical High Angle Search/Rescue Structure Vehicle Collision	DISPATCH	DISPATCH	DISPATCH FOR SECURITY THREATS AND ILLICIT SUBSTANCE VIOLENCE
Planned Events Town Fairs Large Gatherings Parades/Events	DISPATCH	DISPATCH	DISPATCH FOR SECURITY THREATS AND ILLICIT SUBSTANCE VIOLENCE

Master Copy

DCC: _____
Date: 4/10/2014

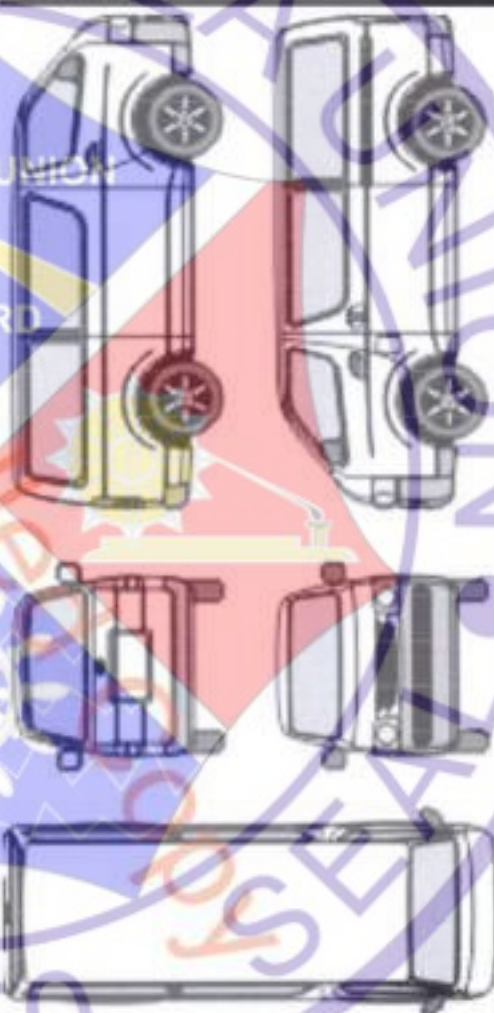
DDO: [Signature]
[Signature]


RRM-004-0

ALERT		SITUATIONAL REPORT	
Date: _____		Time: _____	
		Control Number: _____	
INCIDENT INFORMATION		CASUALTIES	
Date of Occurrence: _____		Dead: _____ Injured: _____ Missing: _____	
Time of Occurrence: _____		NAME OF CASUALTIES	
INCIDENT SITE		# Name Age Address	
Street: _____		1	
Barangay: _____		2	
City/Municipality: _____		3	
Landmark: _____		4	
INCIDENT TYPE		5	
<input type="checkbox"/> Human Induced <input type="checkbox"/> Natural		6	
ADVISORIES		7	
<input type="checkbox"/> Facebook <input type="checkbox"/> Instagram		8	
<input type="checkbox"/> Twitter <input type="checkbox"/> Memorandum		9	
NOTIFICATIONS		10	
<input type="checkbox"/> Team Leaders		11	
<input type="checkbox"/> Division Chief, Operations and Warning		12	
<input type="checkbox"/> Division Chief, Administration and Training		13	
<input type="checkbox"/> Division Chief, Research and Planning		14	
<input type="checkbox"/> Executive Officer, PDRRMO		15	
<input type="checkbox"/> Chairperson, PDRRMC		16	
<input type="checkbox"/> President, FLUDRRMO		17	
<input type="checkbox"/> Chairperson, RDRRMC1		18	
SUMMARY		19	
_____		20	
_____		21	
_____		22	
_____		23	
_____		24	
_____		25	
_____		26	
_____		27	
_____		28	
_____		29	
_____		30	
Alert Unit On-Duty Personnel			
Signature over Printed Name			

Master Copy
DDO: [Signature]
Date: [Signature]

RRM-005-0

EVO		VEHICLE RUN SHEET	
Date: _____	Time: _____	Control Number: _____	
MILEAGE:			
<input type="checkbox"/> Rescue 1—SFH 832	<input type="checkbox"/> Full	<input type="checkbox"/> Fuel Request	
<input type="checkbox"/> Ambulance 1—SAA 2071	<input type="checkbox"/> 3/4	<input type="checkbox"/> Yes	
<input type="checkbox"/> Ambulance 2—UR 537	<input type="checkbox"/> 1/2	<input type="checkbox"/> No	
<input type="checkbox"/> Tanker 1—No Plots	<input type="checkbox"/> 1/4	Date: _____	
<input type="checkbox"/> Empty			
TEAM ON-DUTY			
<input type="checkbox"/> Team A		<input type="checkbox"/> Team C	
<input type="checkbox"/> Team B		<input type="checkbox"/> Team D	
SCRATCHES/DENTS			
MAINTENANCE SERVICE INSPECT Recommended for Windshield _____ W.S. Fluid _____ Wiper Blades _____ Head Lights _____ Signal Lights _____ Break Light _____ Park Lights _____ Fog Lights _____ Blinker Lights _____ Siren _____ Radio _____ AM/FM Radio _____ A/C System _____ Engine _____ Steering _____ Suspension _____ Tires _____ Brake _____ Exhaust _____ Winch _____			
EMERGENCY VEHICLE OPERATOR			
SUMMARY _____ _____ _____			
		EVO Unit On-Duty Personnel _____ Signature over Printed Name	



DEC 11 1962
Vester Corp
Date

RRM-008-0

EVO		VEHICLE RUN SHEET	
Date: _____		Time: _____	
		Control Number: _____	
MILEAGE: _____			
<input type="checkbox"/> Rescue 1—SFH 832 <input type="checkbox"/> Ambulance 1— SAA 2071 <input type="checkbox"/> Ambulance 2— URI 537 <input type="checkbox"/> Tanker 1— No Plates		<input type="checkbox"/> Full <input type="checkbox"/> 3/4 <input type="checkbox"/> 1/2 <input type="checkbox"/> 1/4 <input type="checkbox"/> Empty	
		<input type="checkbox"/> Fuel Request <input type="checkbox"/> Yes <input type="checkbox"/> No Date: _____	
TEAM ON-DUTY:			
<input type="checkbox"/> Team A <input type="checkbox"/> Team B		<input type="checkbox"/> Team C <input type="checkbox"/> Team D	
EMERGENCY VEHICLE OPERATOR			
MAINTENANCE SERVICE			
INSPECT _____ Recommended for: _____			
Windshield _____ W.S. Fluid _____ Wiper Blades _____ Head Lights _____ Signal Lights _____ Break Light _____ Park Lights _____ Fog Lights _____ Blinker Lights _____ Siren _____ Radio _____ AM/FM Radio _____ A/C System _____ Engine _____ Steering _____ Suspension _____ Tires _____ Brake _____ Exhaust _____ Winch _____			
SUMMARY			
EVO Unit On-Duty Personnel			
Signature over Printed Name _____			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Master Copy Date: 4/10/2017 </div>			


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DUE: 08/24/99
Date: 08/24/99



PROVINCIAL GOVERNMENT OF LA UNION					
Planning and Research Control Procedure					
Type of Document:		Quality Management System Procedure			
Document No.		PGLU-QP-RRM-003	Rev. no.	03	Page 1 of 5
Execution Date	Rev. No.	Revision Type	Change Description	Page Affected	Originator
17 April 2017	03	New	Newly established in accordance to the ISO 9001:2015 requirements.	-	RRM

Prepared by:	Verified by:	Approved by:
 Remy B. Valdivia Originator	 Geoffrey S. Tlan Ed. D. DO Facilitator	 Gov. Francisco Emmanuel "Pascy" R. Ortega III Provincial Governor

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	Research and Planning Control Procedure		Document No. : PGLU-QP-RRM-003
			Revision Level : 01
			Page : Page 2 of 6

1.0 OBJECTIVE

The purpose of this procedure is to establish and maintain an effective and efficient PDRRMO – Research and Planning Control process relating to the ISO 9001:2015 requirements.

2.0 SCOPE

This procedure is applicable to the entire operation of the Provincial Disaster Risk Reduction and Management Office – Research and Planning Division.

3.0 DEFINITION OF TERMS

- 3.1 PGLU – the Provincial Government of La Union is the governing body of the province.
- 3.2 PDRRMO – the Provincial Disaster Risk Reduction and Management Office is responsible for ensuring the protection and welfare of the people during disasters or emergencies.
- 3.3 PDRRMC – the Provincial Disaster Risk Reduction and management Council, is a working group of various government, non-government, civil sector and private sector organizations of the Provincial Government of La Union.

4.0 REFERENCE DOCUMENTS

- 4.1 RA No. 10121
- 4.2 PDRRMO Administrative & Operational Functions, Policies and Procedures

5.0 RESPONSIBILITY & AUTHORITY

- 5.1 The PDRRMO shall uphold the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to disasters, strengthening the province's institutional capacity for disaster risk reduction and management and building the resilience of its communities to disasters including climate change impacts;
- 5.2 The PDRRMO is composed of a PDRRMO assisted by three (3) staff responsible for: (1) administration and training; (2) research and planning; and (3) operations and warning.
- 5.3 The Research and Planning Division is composed of three units, which are (1) data analysis unit, (2) survey and evaluation unit, (3) bids and citation unit;
- 5.4 The Research and Planning shall design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines;
- 5.5 Facilitate and support risk assessments and contingency planning activities at the local level.
- 5.6 Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risks, and maintain a local risk map;
- 5.7 Formulate and implement a comprehensive and integrated LDRRMP in accordance with the national, regional and provincial framework, and policies on disaster risk reduction in close coordination with the local development councils (LDCs);
- 5.8 Prepare and submit to the local sanggunian through the PDRRMC the annual plan and budget, the proposed programming of the provincial disaster risk reduction and management fund, other

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	Research and Planning Control Procedure	Document No. : PGLU-OP-RPM-003 Revision Level : 01 Page : Page 3 of 5
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dedicated disaster risk reduction and management resources, and other regular funding source's and budgetary support of the PDRMC;

5.9 Identify, assess and manage the hazards, vulnerabilities and risk that may occur in their locality; and


5.10 Identify and implement cost-effective risk reduction measures/strategies;

6.0 PROCEDURE

6.1 Data Analysis Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Draft	Data Analysis Unit Member	shall draft an administrative and operational analysis report	drafted administrative and operational analysis report
Review	Research and Planning Division Chief	shall review, finalize and endorse the administrative and operational analysis report to the provincial disaster risk reduction and management officer.	reviewed administrative and operational analysis report
Note	Provincial Disaster Risk Reduction and Management Officer (PDRMO)	shall finalize the administrative and operational analysis report	noted administrative and operational analysis report
END			

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	Research and Planning Control Procedure	Document No.: PGLU-OP-RRM-003 Revision Level: 01 Page: Page 4 of 8
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6.2 Survey and Evaluation Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Survey	External Provider	shall conduct hazard, vulnerability and capacity assessment	drafted hazard, vulnerability, capacity assessment report
Evaluation	Survey and Evaluation Unit Member	shall evaluate the submitted hazard, vulnerability, capacity assessment report	evaluated hazard, vulnerability, capacity assessment report
Review	Research and Planning Division Chief	shall review, finalize and endorse the documents to the Provincial Disaster Risk Reduction and Management Officer	reviewed hazard, vulnerability, capacity assessment report
Approval	PDRMO	shall approve the hazard, vulnerability, capacity assessment report	Approved hazard, vulnerability, capacity assessment report
END			

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6.3 Bids and Citation Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Receive	Bids and Citation Unit Member	shall receive correspondence	letter of invitation
Draft	Bids and Citation Unit Member	shall prepare an initial copy of the Bids and Citation Report	drafted bids and citation report
Review	Research and Planning Division Chief	shall review, finalize and endorse the documents to the PDRRMO	reviewed bids and citation report
Approval	Provincial Disaster Risk Reduction and Management Officer	shall approve the bids and citation report	Approved bids and citation report
END			

6.4 Reports	Frequency	Responsible
Administrative and Operational Analysis Report	Every Month	Research and Planning Division
Hazard, Vulnerability and Capacity Assessment Report	Every Survey	Research and Planning Division
Bids and Citation Report	Every Invitation	Research and Planning Division

7.0 PERFORMANCE INDICATORS


7.1 The Operations and Warning Division shall ensure outstanding performance of its responsibility and authority defined in item no. 5 of this document.

8.0 ATTACHMENTS AND FORMS


- none

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PROVINCIAL GOVERNMENT OF LA UNION					
Administration and Training Control Procedure					
Type of Document:		Quality Management System Procedure			
Document No.		PGLU-QP-RRM-002	Rev. no.	0	Page 1 of 5
Execution Date	Rev. No.	Revision Type	Change Description	Page Affected	Originator
17 April 2017	0	New	Newly established in accordance to the ISO 9001:2015 requirements.	-	RRM

 Rolito R. Valdez Originator	 Georrey S. Tan Ed. D. RMD Facilitator	 Gov. Francisco Emmanuel "Paco" R. Ortega II Provincial Governor
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	Administration and Training Control Procedure	Document No. : PGLU-QP-RRM-002
		Revision Level : 01
		Page : Page 2 of 8

1.0 OBJECTIVE

The purpose of this procedure is to establish and maintain an effective and efficient PDRMO – Administration and Training Control process relating to the ISO 9001:2015 requirements.

2.0 SCOPE

This procedure is applicable to the entire operation of the Provincial Disaster Risk Reduction and Management Office – Administration and Training Division.

3.0 DEFINITION OF TERMS



- 3.1 PGLU – the Provincial Government of La Union is the governing body of the province.
- 3.2 PDRMO – the Provincial Disaster Risk Reduction and Management Office is responsible for ensuring the protection and welfare of the people during disasters or emergencies.
- 3.3 PDRMC – the Provincial Disaster Risk Reduction and management Council, is a working group of various government, non-government, civil sector and private sector organizations of the Provincial Government of La Union.


4.0 REFERENCE DOCUMENTS

- 4.1 RA No. 10121
- 4.2 PDRMO Administrative & Operational Functions, Policies and Procedures

5.0 RESPONSIBILITY & AUTHORITY

- 5.1 The PDRMO shall uphold the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to disasters, strengthening the province's institutional capacity for disaster risk reduction and management and building the resilience of its communities to disasters including climate change impacts.
- 5.2 The PDRMO is composed of a PDRMO assisted by three (3) staff responsible for: (1) administration and training; (2) research and planning; and (3) operations and warning.
- 5.3 The Administration and Training Division shall organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management in the province.
- 5.4 The Administration and Training Division shall take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of, or to otherwise make available, suitably-trained and competent personnel for effective civil defense and disaster risk reduction and management in the province.
- 5.5 The Administration and Training Division shall organize, train, equip and supervise the city/municipal emergency response teams and the ACDVs, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed.
- 5.6 The Administration and Training Division shall coordinate other disaster risk reduction and management activities.
- 5.7 The Administration and Training Division shall establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes.


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- 5.8 The Administration and Training Division shall recommend through the PDRMC the enactment of local ordinances consistent with the requirements of RA No. 10121; and
- 5.9 Prepare and submit, through the PDRMC and the LDC, the report on the utilization of the LDRRMF and other dedicated disaster risk reduction and management resources to the local COA, copy furnished the regional director of the OCD and the Local Government Operations Officer of the DILG.





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	<h2>Administration and Training Control Procedure</h2>	<table><tr><td>Document No.:</td><td>POLU-OP-RRM-002</td></tr><tr><td>Revision Level:</td><td>00</td></tr><tr><td>Page:</td><td>Page 4 of 5</td></tr></table>	Document No.:	POLU-OP-RRM-002	Revision Level:	00	Page:	Page 4 of 5
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6.0 PROCEDURE

6.1 Education and Training Unit Process

PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Coordination Meeting	Education and Training Unit Leader	shall coordinate with focal persons from state and non-state stakeholders	Training attendance (RRM-011-0)
Screening	Education and Training Unit Leader	shall screen all interested participants	Participants Profile (RRM-012-0)
Briefing	Education and Training Unit Leader	shall brief training participants	Pre-Evaluation Form (RRM-013-0)
Execution	Education and Training Unit Leader	shall execute the training	Training attendance (RRM-011-0)
Evaluation	Administrative and Training Division Chief	shall evaluate all training participants	Post Evaluation Form (RRM-014-0)
Draft	Education and Training Unit Leader	shall prepare a post activity report	Drafted Administrative and Training Report
Review	Administrative and Training Division Chief	shall review, finalize and endorse the documents to the Provincial Disaster Risk Reduction and Management Officer	Reviewed Administrative and Training Report
Note	Provincial Disaster Risk Reduction and Management Officer	shall note the administrative and training report	Noted Administrative and Training Report
END			

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6.2 Reports

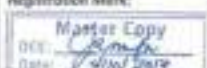

Reports	Frequency	Responsible
Administrative and Training Report	Every Training	Administrative and Training Division

7.0 PERFORMANCE INDICATORS

7.1 The Administration and Training Division shall ensure outstanding performance of its responsibility and authority defined in item no. 5 of this document.

8.0 ATTACHMENTS AND FORMS

- 8.1 RRM-011-0: Trainee Attendance
- 8.2 RRM-012-0: Participant Profile
- 8.3 RRM-013-0: Pre-Training Evaluation Form
- 8.4 RRM-014-0: Post-Training Evaluation Form

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TRAINING AND EDUCATION PARTICIPANT'S PROFILE

Training Course: _____ Date: _____

Name: _____ Age: _____ Gender: _____

Cellular Phone: _____ Contact No: _____ Email: _____

Home Address: _____

LOVE UNION

CONCORD

(attachable with fill up first page)

EVALUATION

No.	Core Competency	Skill	Knowledge
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Name of instructor: _____ Signature: _____

Name of evaluator: _____ Signature: _____

1850

Master Copy
DCC: _____
Date: _____

ST/Unit:	Name:	Position/Title:
Front		
Date/Time Checked In:		
Name:		
Primary Contact Information:		
Manifest:	Total Weight:	
<input type="checkbox"/> Yes <input type="checkbox"/> No		
Method of Travel to Incident:		
<input type="checkbox"/> ACV <input type="checkbox"/> PCV <input type="checkbox"/> Bus <input type="checkbox"/> Air <input type="checkbox"/> Other		
Home Base:		
Departure Point:		
ETD:	ETA:	
Transportation Needs at Incident:		
<input type="checkbox"/> Vehicle <input type="checkbox"/> Bus <input type="checkbox"/> Air <input type="checkbox"/> Other		
Date/Time Ordered:		
Remarks:		
Prepared by:		
Date/Time: Date		
ICS 219-5 PERSONNEL (WHITE CARD)		

ST/Unit:	Name:	Position/Title:
Back		
Incident Location:		Time:
Status:		
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers		
<input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: HH:MM		
Notes:		
Incident Location:		Time:
Status:		
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers		
<input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: HH:MM		
Notes:		
Incident Location:		Time:
Status:		
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers		
<input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: HH:MM		
Notes:		
Prepared by:		
Date/Time: Date		
ICS 219-5 PERSONNEL (WHITE CARD)		



ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	
Front			
Data/Time Checked-In:			
Pilot Name:			
Home Base:			
Departure Point:			
ETD:		ETA:	
Destination Point:			
Data/Time Ordered:			
Manufacturer:			
Remarks:			
Prepared by:			
Date/Time: Date			
ICS 219-6 FIXED-WING (ORANGE)			

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	
Back			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 11:00 AM			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 11:00 AM			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 11:00 AM			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 11:00 AM			
Notes:			
Prepared by:			
Date/Time: Date			
ICS 219-6 FIXED-WING (ORANGE)			

Water Copy
REC
Date: 2/10/2019

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	

Front	
Date/Time Checked In:	
Leader Name:	
Primary Contact Information:	
Resource ID #(s) or Name(s):	
Home Base:	
Departure Point:	
ETD:	ETA:
Date/Time Ordered:	
Remarks:	
Prepared by:	
Date/Time: <input type="checkbox"/> AM <input type="checkbox"/> PM	
ICS 218-7 EQUIPMENT (YELLOW)	

Back	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: H/H/M	
Notes:	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: H/H/M	
Notes:	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: H/H/M	
Notes:	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: H/H/M	
Notes:	
Prepared by:	
Date/Time: <input type="checkbox"/> AM <input type="checkbox"/> PM	
ICS 218-7 EQUIPMENT (YELLOW)	

Not a Copy
SCC
Date: 3/10/2022

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	

Front	
Date/Time Checked In:	
Leader Name:	
Primary Contact Information:	
Resquad ID # (s) or Name(s):	
Home Base:	
Departure Point:	ETA:
Date/Time Ordered:	Remarks:
Prepared by:	
Date/Time:	
ICS 219-B MISCELLANEOUS EQUIPMENT/TASK FORCE (TAN)	

Back	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned	<input type="checkbox"/> O/S Rest
<input type="checkbox"/> Available	<input type="checkbox"/> O/S Mech
Notes:	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned	<input type="checkbox"/> O/S Rest
<input type="checkbox"/> Available	<input type="checkbox"/> O/S Mech
Notes:	
Incident Location:	Time:
Status:	
<input type="checkbox"/> Assigned	<input type="checkbox"/> O/S Rest
<input type="checkbox"/> Available	<input type="checkbox"/> O/S Mech
Notes:	
Prepared by:	Date/Time:
ICS 219-B MISCELLANEOUS EQUIPMENT/TASK FORCE (TAN)	

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	
Front			
Date/Time Checked in:			
Leader Name:			
Primary Contact Information:			
Resource ID #(s) or Name(s):			
Home Base:			
Departure Point:			
ETD:		ETA:	
Date/Time Ordered:			
Remarks:			
Prepared by:			
Date/Time: (Date)			
ICS 219-10, GENERIC (LIGHT PURPLE)			

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type	Name/ID #	
Back			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: (HOURS)			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: (HOURS)			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: (HOURS)			
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: (HOURS)			
Notes:			
Prepared by:			
Date/Time: (Date)			
ICS 219-10, GENERIC (LIGHT PURPLE)			


 R. Lopez
 DCE
 Date: 12/10/2022

AIR OPERATIONS SUMMARY (ICS 220)

1. Incident Name:		2. Operational Period: Date From: <input type="text"/> To: <input type="text"/> Time From: <input type="text"/> To: <input type="text"/>		3. Sunrise: <input type="text"/> Sunset: <input type="text"/>	
4. Remarks (safety notes, hazards, air operations special equipment, etc.):		5. Ready Alert Aircraft: Medevac: <input type="text"/> New Incident: <input type="text"/>		6. Temporary Flight Restriction Number: Altitude: <input type="text"/> Center Point: <input type="text"/>	
		8. Frequencies: Air/Air Fixed-Wing: <input type="text"/> Air/Air Rotary-Wing - Flight Following: <input type="text"/> Air/Ground: <input type="text"/>		9. Fixed-Wing (category/model/type make/model, No. base): Air Tactical Group Supervisor Aircraft: <input type="text"/>	
7. Personnel:		Phone Number:		Other Fixed-Wing Aircraft: <input type="text"/>	
Air Operations Branch Director	Name:	XXXXXXXXXX	Command		
Air Support Group Supervisor	Name:	XXXXXXXXXX	Deck Coordinator		
Air Tactical Group Supervisor	Name:	XXXXXXXXXX	Take-Off & Landing Coordinator		
Helicopter Coordinator	Name:	XXXXXXXXXX	Air Guard		
Helibase Manager	Name:	XXXXXXXXXX			
10. Helicopters (use additional sheets as necessary):		Make/Model		Remarks	
FAA No.	Category/Kind/Type	Base	Available	Start	
11. Prepared by: Name:		Position/Title:		Signature	
ICS 220, Page 1		Date/Time: Date			



1. Incident Name:	2. Operational Period: Date From: _____ Time From: _____ Date To: _____ Time To: _____	3. Sunrise: _____ Sunset: _____
12. Task/Mission/Assignment (category/Kind/type and function includes: Category/Kind/Type and Function	Name of Personnel or Cargo (if applicability) or Instructions for Tactical Aircraft	Mission Start _____ Fly From _____ Fly To _____ 

11. Prepared by: _____ Name: _____ Position/Title: _____ Signature: _____

ICS 220, Page 2

DEMOBILIZATION CHECK-OUT (ICS 221)

1. Incident Name:		2. Incident Number:	
3. Planned Release Date/Time: Date: _____ Time: _____		4. Resource or Personnel Released:	5. Order Request Number:
6. Resource or Personnel: You and your resources are in the process of being released. Resources are not released until the checked boxes below have been signed off by the appropriate overhead and the Demobilization Unit Leader (or Planning Section representative).			
LOGISTICS SECTION			
Unit/Manager	Remarks	Name	Signature
<input type="checkbox"/> Supply Unit			
<input type="checkbox"/> Communications Unit			
<input type="checkbox"/> Facilities Unit			
<input type="checkbox"/> Ground Support Unit			
<input type="checkbox"/> Security Manager			
FINANCE/ADMINISTRATION SECTION			
Unit/Leader	Remarks	Name	Signature
<input type="checkbox"/> Time Unit			
<input type="checkbox"/>			
<input type="checkbox"/>			
OTHER SECTION/STAFF			
Unit/Other	Remarks	Name	Signature
<input type="checkbox"/>			
<input type="checkbox"/>			
PLANNING SECTION			
Unit/Leader	Remarks	Name	Signature
<input type="checkbox"/> Documentation Leader			
<input type="checkbox"/> Demobilization Leader			
7. Remarks:			
8. Travel Information:		Room Overnight: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Estimated Time of Departure:		Actual Release Date/Time:	
Destination:		Estimated Time of Arrival:	
Travel Method:		Contact Information While Traveling:	
Mandate: <input type="checkbox"/> Yes <input type="checkbox"/> No		Area/Agency/Region Notified:	
Number:			
9. Reassignment Information: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Incident Name:		Incident Number:	
Location:		Order Request Number:	
10. Prepared by: Name:		Position/Title:	
Signature:		Signature:	
ICS 221		Date/Time: _____	



INCIDENT PERSONNEL PERFORMANCE RATING (ICS 225)

THIS RATING IS TO BE USED ONLY FOR DETERMINING AN INDIVIDUAL'S PERFORMANCE ON AN INCIDENT/EVENT

1. Name:		2. Incident Name:		3. Incident Number:		
4. Home Unit Name and Address:			5. Incident Agency and Address:			
6. Position Held on Incident:		7. Date(s) of Assignment: From: <input type="text"/> To: <input type="text"/>		8. Incident Complexity Level: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5		
9. Incident Definition:						
10. Evaluation						
Rating Factors	N/A	1 – Unacceptable	2	3 – Met Standards	4 – Exceeded Expectations	
11. Knowledge of the Job/ Professional Competence: Ability to acquire, apply, and share technical and administrative knowledge and skills associated with description of duties, including operational aspects such as: machine safety, hazardous materials, IAR, etc., as appropriate.	<input type="checkbox"/>	Questionable competence and credibility. Operational or specialty expertise inadequate for lacking in key areas. Made little effort to grow professionally. Used knowledge as power against peers or subordinates. Effectiveness reduced due to limited knowledge of own organizational role and customer needs.	<input type="checkbox"/>	Competent and credible authority on specialty or operational issues. Acquired and applied excellent operational or specialty expertise for assigned duties. Showed professional growth through education, training, self professional reading, limited knowledge and information with others clearly and simply. Understood own organizational role and customer needs.	<input type="checkbox"/>	Superior expertise, advice and actions showed great breadth and depth of knowledge. Remained abreast of complex issues, concepts, and situations. Rapidly developed professional growth beyond expectations. Vigorously conveyed knowledge, directly resulting in increased workplace productivity, insightful knowledge of own role, customer needs, and value of work.
12. Ability To Obtain Performance Results: Quality, quantity, timeliness, and impact of work.	<input type="checkbox"/>	Routine tasks accomplished with difficulty. Results often late as of poor quality. Work had a negative impact on organization or unit. Maintained the status quo despite opportunities to improve.	<input type="checkbox"/>	Got the job done in all routine situations and in many special cases. Work was timely and of high quality. Required some of subordinates. Results had a positive impact on an IRT. Continuously improved services and organizational effectiveness.	<input type="checkbox"/>	Maintained optimal balance among quality, quantity, and timeliness of work. Quality of own and subordinates' work surpassed expectations. Results had a significant positive impact on the IRT. Established clearly effective systems of continuous improvement.
13. Planning/ Preparedness: Ability to anticipate, determine goals, identify critical information, set priorities and deadlines, and create a shared vision of the Incident Management Team (IMT).	<input type="checkbox"/>	Got caught by the unexpected, appeared to be overwhelmed by events. Set vague or unrealistic goals. Used unreasonable criteria for priorities and deadlines. Rarely had plan of action. Failed to focus on relevant information.	<input type="checkbox"/>	Consistently prepared. Set high but realistic goals. Used sound criteria to set priorities and deadlines. Used quality time and processes to develop action plans. Identified key information. Kept supervisors and stakeholders informed.	<input type="checkbox"/>	Exceptional preparation. Always looked beyond immediate events or problems. Skillfully balanced competing elements. Developed strategies with contingency plans. Assessed all aspects of problems, including underlying issues and impact.
14. Using Resources: Ability to manage time, materials, information, money and people (i.e., all IMT components as well as external parties).	<input type="checkbox"/>	Concentrated on unproductive activities or often preoccupied with demands. Failed to use people productively. Did not follow up. Mismanaged information, money, or time. Used ineffective tools or left subordinates without means to accomplish tasks. Employed wasteful methods.	<input type="checkbox"/>	Effectively managed a variety of activities with available resources. Delegated, empowered, and followed up. Good time manager. Budgeted well and allocated time productively. Ensured subordinates had adequate tools, materials, time, and direction. Clever, creative, sought ways to get things done.	<input type="checkbox"/>	Unusually skilled at bringing scarce resources to bear on the most critical or pressing demands. Optimized productivity through effective delegation, empowerment, and follow-up control. Found ways to systematically reduce cost, eliminate waste, and improve efficiency.
15. Acceptability/Attitude: Ability to maintain a positive attitude and modify work methods and priorities in response to new information, changing conditions, political realities, or unexpected obstacles.	<input type="checkbox"/>	Unable to gauge effectiveness of work, measure initial results, or make adjustments when needed. Maintained a poor outlook. Overlooked or screened out new information, ineffective in ambiguous, complex, or pressured situations.	<input type="checkbox"/>	Recognized challenges, new information, and technology. Effectively used benchmarks to improve performance and service. Maintained progress and changed course as required. Maintained a positive approach. Effectively dealt with pressure and ambiguity. Facilitated smooth transitions. Adjusted direction to accommodate political realities.	<input type="checkbox"/>	Rapidly assessed and confidently adjusted to changing conditions, political realities, new information, and technology. Very skilled at using and responding to measurement indicators. Championed organizational improvements. Effectively dealt with extremely complex situations. Turned pressure and ambiguity into constructive forces for change.
16. Communication Skills: Ability to speak effectively and listen understandingly. Ability to express facts and ideas clearly and convincingly.	<input type="checkbox"/>	Unable to effectively articulate ideas and facts, lacked preparation, confidence, or logic. Used inappropriate language or tactics. Nervous or distracting mannerisms detracted from message. Failed to listen carefully or was too egotistical. Written material frequently unclear, verbose, or poorly organized. Results poor.	<input type="checkbox"/>	Effectively expressed ideas and facts in individual and group situations. Nonverbal actions consistent with spoken message. Communicated to people at all levels to ensure understanding. Listened carefully to intended message or well as to own words. Written material clear, concise, and logically organized. Followed consistently.	<input type="checkbox"/>	Clearly articulated and organized ideas before a wide range of audiences. Accomplished speaker in both formal and informal situations. Adept at presenting complex or sensitive issues. Active listener. Remarkable ability to listen with open mind and identify key issues. Clearly and persuasively expressed complex, controversial material. Actively contributing to shared objectives.

Wesley C. Cuy
DTC
Date: 4/19/2024

INCIDENT PERSONNEL PERFORMANCE RATING (ICS 225)


1. Name:		2. Incident Name:		3. Incident Number:		
10. Evaluation						
Rating Factors	N/A	1 – Unacceptable	2	3 – Met Standards	4 – Exceeded Expectations	
17. Ability To Work on a Team: Ability to manage, lead and participate in teams, encourage cooperation, and develop esprit de corps.	<input type="checkbox"/>	Used teams ineffectively or at wrong times. Conflicts mismanaged or often left unresolved, resulting in decreased team effectiveness. Excluded team members from vital information, stifled group decisions or did not contribute productively. Inhibited cross functional cooperation to the detriment of unit or service goals.	<input type="checkbox"/>	Steadily used teams to increase unit effectiveness, quality, and service. Resolved or managed group conflict, enhanced cooperation, and involved team members in decision process. Valued team participation. Effectively negotiated work across functional boundaries to secure support of broader mutual goals.	<input type="checkbox"/>	Insightful use of teams raised unit productivity beyond expectations. Inspired high level of esprit de corps, even in difficult situations. Major contributor to team effort. Established relationships and networks across a broad range of people and groups, raising accomplishments of mutual goals to a remarkable level.
18. Consideration for Personnel/Team Welfare: Ability to consider and respond to others' personal needs, capabilities, and achievement; support for and application of skills, talents and skills.	<input type="checkbox"/>	Failed to recognize or respond to needs of people. Inadequate resources supplied despite apparent need. Ignorance of individual capabilities increased chance of failure. Section recognized to reward deserving subordinates or other IRT members.	<input type="checkbox"/>	Cared for people. Recognized and responded to their needs, referred to outside resources as appropriate. Considered individuals' abilities to maximize opportunities for subordinates. Consistently recognized and rewarded deserving subordinates or other IRT members.	<input type="checkbox"/>	Very noticeable. Enhanced overall quality of life. Actively contributed to achieving balance among IRT requirements and professional and personal responsibilities. Strong advocate for subordinates; ensured appropriate and timely recognition, both formal and informal.
19. Devising Others: Ability to influence or direct others in accomplishing tasks or missions.	<input type="checkbox"/>	Stalled efforts indirectly or influencing others. Use of others work standards results in productivity. Failed to hold subordinates accountable for shoddy work or impossible actions. Unwilling to delegate authority to increase efficiency of task accomplishment.	<input type="checkbox"/>	A leader who inspired others' support and commitment. Set high work standards, clearly articulated job requirements, expectations, and measurement criteria. Held subordinates accountable. When appropriate, delegated authority to those directly responsible for the task.	<input type="checkbox"/>	An inspirational leader who motivated others. Achieved results not readily attainable. Those people performed better knowing IRT. Clearly articulated vision, empowered subordinates to set goals and objectives. Accomplished tasks. Modified leadership style to suit most challenging situations.
20. Judgment/Decisions Under Stress: Ability to make sound decisions and provide valid recommendations by using facts, experience, political acumen, common sense, risk assessment, and analytical thought.	<input type="checkbox"/>	Decisions often impeded by analysis. Failed to make necessary decisions, or pursued in decisions without considering facts, alternatives, and impact. Did not effectively weigh risk, cost, and time considerations. Unconcerned with political drivers in organization.	<input type="checkbox"/>	Determined and analytical thought and virtually error in making decisions. Used facts, data, and experience, and considered the impact of alternatives and political realities. Weighed risk, cost, and time considerations. Made sound decisions promptly with the best available information.	<input type="checkbox"/>	Combined keen analytical thought, an understanding of political processes, and insight to make appropriate decisions. Focused on the key issues and the most relevant information. Did the right thing at the right time. Actions indicated awareness of impact of decisions on others. Fast acted to take reasonable risks to achieve positive results.
21. Initiative: Ability to originate and act on new ideas, pursue opportunities to learn and develop, and bear responsibility without guidance and supervision.	<input type="checkbox"/>	Postponed needed action implemented or supported improvements long when directed to do so. Showed little interest in career development. Flexible improvements in methods, services, or products went unrecognized.	<input type="checkbox"/>	Originated improvement through new ideas, methods, and practices. Anticipated problems and took prompt action to resolve them. Inspired productivity gains and enhanced overall performance by applying new ideas and methods.	<input type="checkbox"/>	Aggressively sought out additional responsibility. A self learner. Made worthwhile ideas and practices work when others might have given up. Extremely innovative. Originated use of new ideas and methods to improve work processes and decisionmaking.
22. Physical Ability for the Job: Ability to meet in the IRT's future by caring for the physical health and emotional well-being of self and others.	<input type="checkbox"/>	Failed to meet minimum standards of sobriety. Tolerated or condoned others' alcohol abuse. Section provided subordinates' health and well-being. Unwilling or unable to recognize and manage stress despite apparent need.	<input type="checkbox"/>	Committed to health and well-being of self and subordinates. Enhanced personal performance through activities supporting physical and emotional well-being. Recognized and managed stress effectively.	<input type="checkbox"/>	Remarkable ability, vigorous, alertness, and energy. Consistently contributed at high levels of activity. Optimized personal performance through involvement in activities that supported physical and emotional well-being. Monitored and helped others deal with stress and enhance health and well-being.
23. Adherence to Safety: Ability to adhere to the IRT's future by caring for the safety of self and others.	<input type="checkbox"/>	Failed to adequately identify and protect personnel from safety hazards.	<input type="checkbox"/>	Ensured that safe operating procedures were followed.	<input type="checkbox"/>	Demonstrated a significant commitment toward safety of personnel.
24. Remarks:						
25. Rated Individual (This being has been discussed with me): Signature: _____ Date/Time: _____						
26. Rated By: IRTIC Home Unit: _____ Signature: _____ Position held on This Incident: _____ ICS 225 Date/Time: _____						



PROVINCIAL GOVERNMENT OF LA UNION					
Incident Command System Control Procedure					
Type of Document:		Quality Management System Procedure			
Document No.		PGLU-QP-RRM-004	Rev. no.	0	Page 1 of 6
Execution Date	Rev. No.	Revision Type	Change Description	Page Affected	Originator
17 April 2017	0	New	Newly established in accordance to the ISO 9001:2015 requirements.	-	RRM

Prepared by:	Verified by:	Approved by:
 Bobby S. Valera Originator	 Geoffrey S. Tulin Ed. D. ISO Facilitator	 Gov. Francisco Emmanuel "Fedy" R. Ortega III Provincial Governor

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	Incident Command System Control Procedure	Document No. : PGLU-OP-RRM-004 Revision Level : 03 Page : Page 2 of 8
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1.0 OBJECTIVE

The purpose of this procedure is to establish and maintain an effective and efficient PDRMO – Incident Command System control process relating to the ISO 9001:2015 requirements.

2.0 SCOPE

This procedure is applicable to the entire operation of the Provincial Disaster Risk Reduction and Management Council during emergencies and/or calamities.

3.0 DEFINITION OF TERMS

- 3.1 PGLU – the Provincial Government of La Union is the governing body of the province
- 3.2 PDRMO – the Provincial Disaster Risk Reduction and Management Office is responsible for ensuring the protection and welfare of the people during disasters or emergencies
- 3.3 PDRMC – the Provincial Disaster Risk Reduction and management Council, is a working group of various government, non-government, civil sector and private sector organizations of the Provincial Government of La Union.
- 3.4 ICS – the Incident command system is a standardized management tool for meeting the demands of small or large emergency or nonemergency situations.


4.0 REFERENCE DOCUMENTS

- 4.1 RA No. 10121
- 4.2 PDRMO Administrative & Operational Functions, Policies and Procedures
- 4.3 National Incident Management System

5.0 RESPONSIBILITY & AUTHORITY

- 5.1 The Provincial Disaster Risk Reduction and management Council being empowered with policy-making, coordination, integration, supervision, monitoring and evaluation functions shall have the following responsibilities:
 - 5.1.1 Develop a Provincial Disaster Risk Reduction and Management Framework that shall provide for comprehensive, all-hazards, multi-sectoral, inter-agency and community-based approach to disaster risk reduction and management. The framework shall serve as the principal guide to disaster risk reduction and management efforts in the province and shall be reviewed on a five (5) year interval, or as may be deemed necessary, in order to ensure its relevance to the items;
 - 5.1.2 Call upon other instrumentalities or entities of the government and nongovernment and civic organizations for assistance in terms of the use of their facilities and resources for the protection and preservation of life and properties in the whole range of disaster risk reduction and management.
 - 5.1.3 Develop appropriate risk transfer mechanisms that shall guarantee social and economic protection and increase resiliency in the face of disaster;



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	Incident Command System Control Procedure	Document No.: POLU-QP-RRM-004 Revision Level: 03 Page: Page 3 of 8
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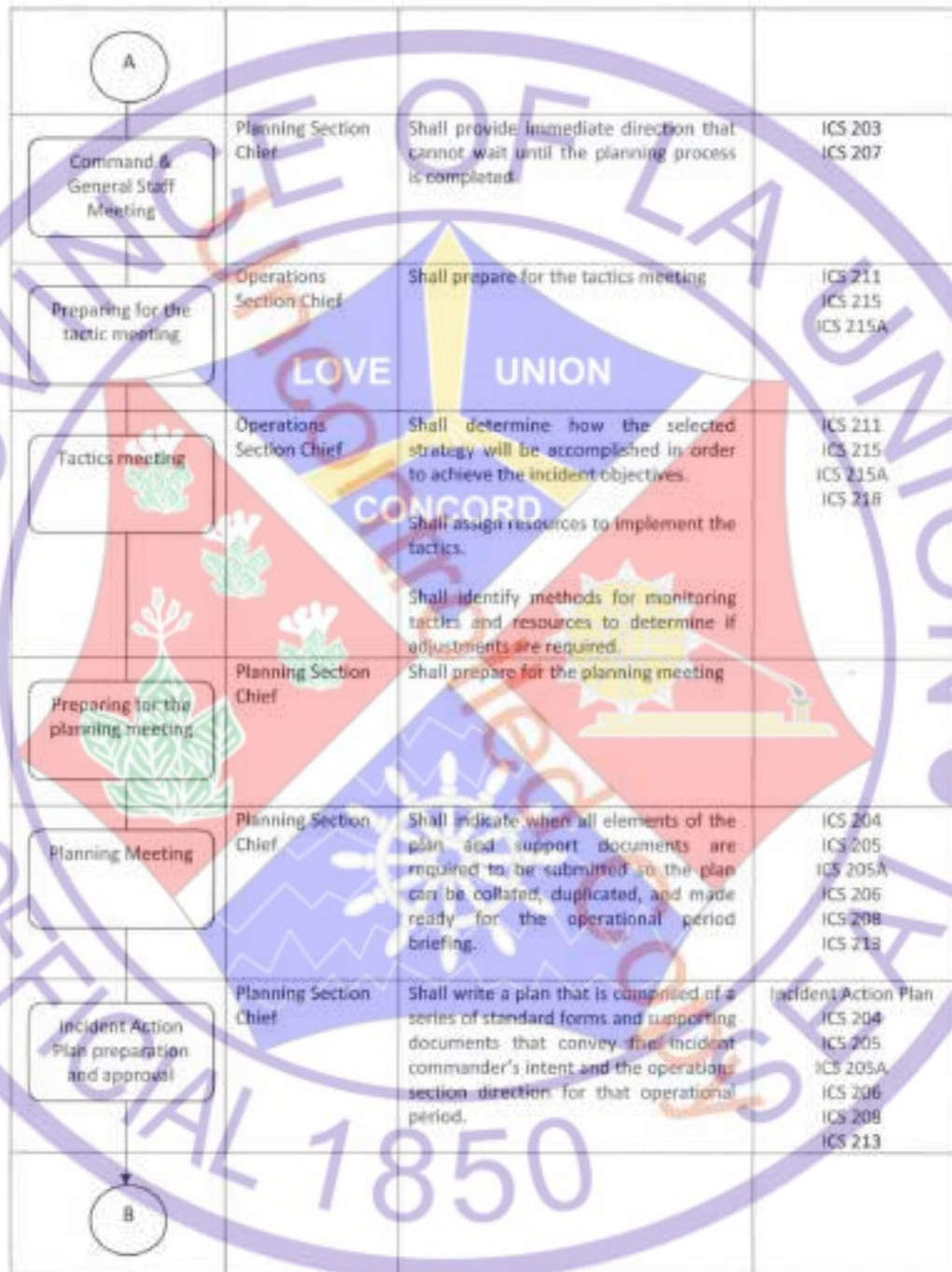
6.0 PROCEDURE

6.1 Incident Command System Unit Process


PROCESS FLOW	RESPONSIBLE	PROCESS DESCRIPTION	RECORDS
START			
Activate	Provincial Disaster Risk Reduction and Management Officer	Shall raise the alert status (white/blue/red) of the Provincial Disaster Risk Reduction and Management Council	ICS 200
Notify	Operations Section Chief	Shall notify all members of the Provincial Disaster Risk Reduction and Management Council	ICS 201
Initial Response & Assessment	Operations Section Chief	Shall provide immediate action to urgent cases	
Incident Briefing using ICS 201	Operations Section Chief	Shall brief all Provincial Disaster Risk Reduction and Management Council Members & Provincial Incident Management Team	
Initial Incident Command (IC)/ Unified Command (UC) Meeting	Planning Section Chief	Shall prepare for the IC/UC meeting	
IC/UC develop/Update Objectives Meeting	Provincial Disaster Risk Reduction and Management Officer & Planning Section Chief	Shall establish incident objectives that cover the entire course of the incident	ICS 202
A			

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		Incident Command System Control Procedure		Document No.: POLU-OP-RRM-004 Revision Level: 0 Page: Page 5 of 6
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<div style="text-align: center;">B</div>			
Operations Briefing	Operations Section Chief	Shall conduct at the beginning of each operational period and present the incident action plan to supervisors of tactical resources. Following the operations period briefing supervisors will meet with their assigned resources for a detailed briefing on their respective assignments.	Incident Action Plan ICS 204
Execute Plan & Assess Progress	Operations Section Chief	Shall direct the implementation of the plan. The supervisory personnel within the operations section are responsible for implementation of the plan for the specific operational period.	IAP ICS 210 ICS 214 ICS 219
Demobilization	Provincial Disaster Risk Reduction and Management Officer	Shall terminate the operations	ICS 221 ICS 225 ICS 209 ICS 220
End			


6.2 Reports		
Reports	Frequency	Responsible
Incident Action Plan	Every after Disasters	Provincial Disaster Risk Reduction and Management Office


7.0 PERFORMANCE INDICATORS

7.1 The Operations and Warning Division shall ensure outstanding performance of its responsibility and authority defined in item no. 5 of this document.

8.0 ATTACHMENTS AND FORMS

- ICS 201: Incident Briefing
- ICS 202: Incident Objectives
- ICS 203: Organization Assignment List
- ICS 204: Assignment List
- ICS 205: Incident Radio Communications Plan
- ICS 205A: Communications List
- ICS 206: Medical Plan
- ICS 207: Incident Organization Chart
- ICS 208: Safety Message/Plan
- ICS 209: Incident Status Summary

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	Incident Command System Control Procedure		Document No. : POLU-QP-RRM-004
			Revision Level : 02
			Page : Page 6 of 8

- ICS 210: Resource Status Change
- ICS 211: Incident Check-in List
- ICS 213: General Message
- ICS 214: Activity Log
- ICS 215: Operational Planning Worksheet
- ICS 215A: Incident Action Plan Safety Analysis
- ICS 218: Support Vehicle/Equipment Inventory
- ICS 219: Resource Status Card (T-Card)
- ICS 220: Air Operations Summary
- ICS 221: Demobilization Check-Out
- ICS 225: Incident Personnel Performance Rating



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INCIDENT BRIEFING (ICS 201)

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated: Date: _____ Time: _____
4. Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):		
		
5. Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from close hazards.		
6. Prepared by: Name: _____	Position/Title: _____	Signature: _____
ICS 201, Page 1		Date/Time: Date: _____



INCIDENT BRIEFING (ICS 201)

1. Incident Name:	2. Incident Number:	3. Date/Time Initiated: Date: Time: H:M:SS
9. Current Organization (fill in additional organization as appropriate):		

```

graph TD
    IC[Incident Commander] --- LO[Liaison Officer]
    IC --- SO[Safety Officer]
    IC --- PIO[Public Information Officer]
    IC --- OSC[Operations Section Chief]
    IC --- PSC[Planning Section Chief]
    IC --- LSC[Logistics Section Chief]
    IC --- FASC[Finance/Admin Section Chief]
    
```

6. Prepared by: Name	Position/Title	Signature:
ICS 201, Page 3	Date/Time: Date	

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 SCC: *[Signature]*
 Date: 9/10/2019

INCIDENT BRIEFING (ICS 201)

[illegible]

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Doc: Jan 1
Date: 1-11-2011

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name:		2. Operational Period:	Date From: Date Time From: HH:MM	Date To: Date Time To: HH:MM
3. Objective(s):				
4. Operational Period Command Emphasis:				
				
General Situational Awareness				
5. Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Approved Site Safety Plan(s) Located at:				
6. Incident Action Plan (The items checked below are included in this Incident Action Plan):				
<input type="checkbox"/> ICS 203 <input type="checkbox"/> ICS 204 <input type="checkbox"/> ICS 205 <input type="checkbox"/> ICS 205A <input type="checkbox"/> ICS 206		<input type="checkbox"/> ICS 207 <input type="checkbox"/> ICS 208 <input type="checkbox"/> Map/Chart <input type="checkbox"/> Weather Forecast/Tides/Currents		Other Attachments <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7. Prepared by: Name:		Position/Title:		Signature:
8. Approved by Incident Commander: Name:		Signature:		
ICS 202	IAP Page	Date/Time: Date		

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DCC: 
Date: 1/10/2019

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name:		2. Operational Period:		Date From: Date	Date To: Date
				Time From: HHMM	Time To: HHMM
3. Incident Commander(s) and Command Staff:			7. Operations Section:		
ICUCs			Chief		
			Deputy		
Deputy			Staging Area		
Safety Officer			Branch		
Public Info. Officer			Branch Director		
Liaison Officer			Deputy		
4. Agency/ Organization Representatives:			Division/Group		
Agency/ Organization	Name		Division/Group		
			Division/Group		
			Division/Group		
			Division/Group		
			Branch		
			Branch Director		
			Deputy		
5. Planning Section:			Division/Group		
Chief			Division/Group		
Deputy			Division/Group		
Resources Unit			Division/Group		
Situation Unit			Division/Group		
Documentation Unit			Branch		
Demobilization Unit			Branch Director		
Technical Specialists			Deputy		
6. Logistics Section:			Division/Group		
Chief			Division/Group		
Deputy			Division/Group		
Support Branch:			Air Operations Branch		
Director			Air Ops Branch Dir.		
Supply Unit					
Facilities Unit			8. Finance/Administration Section:		
Ground Support Unit			Chief		
Service Branch			Deputy		
Director			Time Unit		
Communications Unit			Procurement Unit		
Medical Unit			Comp/Claims Unit		
Food Unit			Cost Unit		
9. Prepared by: Name:		Position/Title:		Signature:	
ICS 203		IAP Page		Date/Time: Date	

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Date: 2/20/2022

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Date: 11/15/2012

1. Incident Name:		2. Operational Period:		Date From: Date	Date To: Date						
				Time From: HH:MM	Time To: HH:MM						
3. Basic Local Communications Information:											
Incident Assigned Position	Name (Alphabetized)	Method(s) of Contact (phone, pager, cell, etc.)									
4. Prepared by: Name		Position/Title		Signature							
ICS 205A		IAP Page		Date/Time: Date							

MEDICAL PLAN (ICS 206)

1. Incident Name:		2. Operational Period:		Date From: Date	Date To: Date
				Time From: HHMM	Time To: HHMM
3. Medical Aid Stations:					
Name	Location	Contact Number(s)/Frequency	Paramedics on Site?		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
4. Transportation (indicate air or ground):					
Ambulance Service	Location	Contact Number(s)/Frequency	Level of Service:		
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS		
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS		
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS		
			<input type="checkbox"/> ALS <input type="checkbox"/> BLS		
5. Hospitals:					
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center
			Air	Ground	Burn Center
					Helipad
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Special Medical Emergency Procedures:					
<input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.					
7. Prepared by (Medical Unit Leader):		Name:		Signature:	
8. Approved by (Safety Officer):		Name:		Signature:	
ICS 206	IAP Page	Date/Time: Date			



INCIDENT ORGANIZATION CHART (ICS 207)

1. Incident Name:		2. Operational Period:		Date From:	Date To:	Date:	Date:
		Time From:		Time To:	Time To:	Time To:	Time To:
3. Organization Chart							
Incident Commander		Liaison Officer		Safety Officer		Public Information Officer	
Operations Section Chief		Planning Section Chief		Logistics Section Chief		Finance/Admin Section Chief	
Staging Area Manager		Resource Unit Ldr.		Support Branch Dir.		Training Unit Ldr.	
		Situation Unit Ldr.		Supply Branch Dir.		Procurement Unit Ldr.	
		Documentation Unit Ldr.		Supply Unit Ldr.		Comp/Claims Unit Ldr.	
		Demobilization Unit Ldr.		Facilities Unit Ldr.		Cost Unit Ldr.	
				Ground Spt. Unit Ldr.			
				Comm. Unit Ldr.			
				Medical Unit Ldr.			
				Food Unit Ldr.			
ICS 207	IAP Page	4. Prepared by:		Name:	Position/Title	Signature	Date/Time



SAFETY MESSAGE/PLAN (ICS 208)

1. Incident Name:	2. Operational Period:	Date From: Date Time From: HH:MM	Date To: Date Time To: HH:MM
3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:			
			
4. Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Approved Site Safety Plan(s) Located At:			
5. Prepared by: Name		Position/Title	Signature
ICS 208	IAP Page	Date/Time	Date



INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:		2. Incident Number:		
*3. Report Version (check one box on left): <input type="checkbox"/> Initial Rpt # <input type="checkbox"/> Update (if used) <input type="checkbox"/> Final		*4. Incident Commander(s) & Agency or Organization:		
*5. Incident Management Organization:		*6. Incident Start Date/Time: Date: _____ Time: _____ Time Zone: _____		
7. Current Incident Size or Area Involved (use unit label – e.g., "sq. mi," "city block"):	8. Percent (%) Contained Completed	*9. Incident Definition:	10. Incident Complexity Level:	
*11. For Time Period: From Date/Time: _____ To Date/Time: _____				
Approval & Routing Information				
*12. Prepared By: Print Name: _____ ICS Position: _____ Date/Time Prepared: _____		*13. Date/Time Submitted Time Zone: _____		
*14. Approved By: Print Name: _____ ICS Position: _____ Signature: _____		*15. Primary Location, Organization, or Agency Sent To:		
Incident Location Information				
*16. State:	*17. County/Parish/Borough:	*18. City:		
19. Unit or Other:	*20. Incident Jurisdiction:	21. Incident Location Ownership (if different than jurisdiction):		
22. Longitude (indicate format): Latitude (indicate format):	23. US National Grid Reference:	24. Legal Description (township, section, range):		
*25. Short Location or Area Description (list all affected areas or a reference point):		26. UTM Coordinates:		
27. Note any electronic geospatial data included or attached (indicate data format, content, and collection time information and labels):				
Incident Summary				
*28. Significant Events for the Time Period Reported (summarize significant progress made, evacuations, incident growth, etc.):				
29. Primary Materials or Hazards Involved (hazardous chemicals, fuel types, infectious agents, radiation, etc.):				
30. Damage Assessment Information (summarize damage and/or restriction of use or availability to residential or commercial property, natural resources, critical infrastructure and key resources, etc.):	A. Structural Summary	B. # Threatened (72 hrs)	C. # Damaged	D. # Destroyed
	E. Single Residences			
	F. Nonresidential Commercial Property			
	Other Minor Structures			
	Other			
ICS 209, Page 1 of 1		* Required when applicable		



INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:		2. Incident Number:	
Additional Incident Decision Support Information			
*31. Public Status Summary:		A. # This Reporting Period	B. Total # to Date
*32. Responder Status Summary:		A. # This Reporting Period	B. Total # to Date
C. Indicate Number of Civilians (Public) Below:		C. Indicate Number of Responders Below:	
D. Fatalities		D. Fatalities	
E. With Injuries/Illness		E. With Injuries/Illness	
F. Trapped/In Need of Rescue		F. Trapped/In Need of Rescue	
G. Missing (note if estimated)		G. Missing	
H. Evacuated (note if estimated)		H. Sheltering in Place	
I. Sheltering in Place (note if estimated)		I. Have Received Immunizations	
J. In Temporary Shelters (note if est.)		J. Require Immunizations	
K. Have Received Mass Immunizations		K. In Quarantine	
L. Require Immunizations (note if est.)			
M. In Quarantine			
N. Total # Civilians (Public) Affected		N. Total # Responders Affected	
*33. Life, Safety, and Health Status/Threat Remarks:		*34. Life, Safety, and Health Threat Management:	
		A. Check if Active	
		A. No Likely Threat <input type="checkbox"/>	
		B. Potential Future Threat <input type="checkbox"/>	
		C. Mass Notifications in Progress <input type="checkbox"/>	
		D. Mass Notifications Completed <input type="checkbox"/>	
		E. No Evacuation(s) Imminent <input type="checkbox"/>	
		F. Planning for Evacuation <input type="checkbox"/>	
		G. Planning for Shelter-in-Place <input type="checkbox"/>	
		H. Evacuation(s) in Progress <input type="checkbox"/>	
		I. Shelter-in-Place in Progress <input type="checkbox"/>	
		J. Repopulation in Progress <input type="checkbox"/>	
		K. Mass Immunization in Progress <input type="checkbox"/>	
		L. Mass Immunization Complete <input type="checkbox"/>	
		M. Quarantine in Progress <input type="checkbox"/>	
		N. Area Restriction in Effect <input type="checkbox"/>	
35. Weather Concerns (synopsis of current and predicted weather; discuss related factors that may cause concern):			
36. Projected Incident Activity, Potential, Movement, Escalation, or Spread and Influencing factors during the next operational period and in 12-, 24-, 48-, and 72-hour timeframes:			
12 hours:			
24 hours:			
48 hours:			
72 hours:			
Anticipated after 72 hours:			
37. Strategic Objectives (define planned end-state for incident):			
ICS 209, Page 2 of 2		* Required when applicable	

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Date: 5/11/2022

INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:	2. Incident Number:
Additional Incident Decision Support Information (continued)	
<p>38. Current Incident Threat Summary and Risk Information in 12-, 24-, 48-, and 72-hour timeframes and beyond. Summarize primary incident threats to life, property, communities and community stability, residences, health care facilities, other critical infrastructure and key resources, commercial facilities, natural and environmental resources, cultural resources, and continuity of operations and/or business. Identify corresponding incident-related potential economic or cascading impacts.</p> <p>12 hours:</p> <p>24 hours:</p> <p>48 hours:</p> <p>72 hours:</p> <p>Anticipated after 72 hours:</p>	
<p>39. Critical Resource Needs in 12-, 24-, 48-, and 72-hour timeframes and beyond to meet critical incident objectives. List resource category, kind, and/or type, and amount needed, in priority order.</p> <p>12 hours:</p> <p>24 hours:</p> <p>48 hours:</p> <p>72 hours:</p> <p>Anticipated after 72 hours:</p>	
<p>40. Strategic Discussion: Explain the relation of overall strategy, constraints, and current available information to:</p> <ol style="list-style-type: none"> 1) critical resource needs identified above; 2) the Incident Action Plan and management objectives and targets; 3) anticipated results. <p>Explain major problems and concerns such as operational challenges, incident management problems, and social, political, economic, or environmental concerns or impacts.</p>	
41. Planned Actions for Next Operational Period:	
42. Projected Final Incident Size/Area (use unit label – e.g., "sq mi"):	
43. Anticipated Incident Management Completion Date:	
44. Projected Significant Resource Demobilization Start Date:	
45. Estimated Incident Costs to Date:	
46. Projected Final Incident Cost Estimate:	
47. Remarks (or continuation of any blocks above – list block number in notation):	
ICS 209, Page 3 of	* Required when applicable



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RESOURCE STATUS CHANGE (ICS 210)

1. Incident Name:		2. Operational Period:		Date From: <small>Date</small> Time From: <small>HH:MM</small>		Date To: <small>Date</small> Time To: <small>HH:MM</small>									
3. Resource Number	4. New Status (Available, Assigned, O/S)	5. From (Assignment and Status):	6. To (Assignment and Status):	7. Time and Date of Change:											
8. Comments:															
9. Prepared by: Name _____ Position/Title _____ Signature _____															
ICS 210 _____ Date/Time: _____															

MOOREHEAD CITY
DCE: James
Date: 4/12/2012

INCIDENT CHECK-IN LIST (ICS 211)

1. Incident Name:	2. Incident Number:	3. Check-In Location (complete all that apply): <input type="checkbox"/> Base <input type="checkbox"/> Staging Area <input type="checkbox"/> ICP <input type="checkbox"/> Helibase <input type="checkbox"/> Other		4. Start Date/Time: Date: ____/____/____ Time: ____:____
Check-In Information (use reverse of form for remarks or comments)				
5. List single resource personnel (overhead) by agency and name, OR list resources by the following format:	6. Order Request #	7. Date/Time	8. Leader's Name	9. Total Number of Personnel
10. Incident Contact Information	11. Home Unit or Agency	12. Departure Point, Date and Time	13. Method of Travel	14. Incident Assignment
15. Other Qualifications	16. Data Provided to Resources Unit			

ICS 211	17. Prepared by:	Name: _____	Position/Title: _____	Signature: _____ Date/Time: _____
---------	------------------	-------------	-----------------------	--------------------------------------

GENERAL MESSAGE (ICS 213)

1. Incident Name (Optional):		
2. To (Name and Position):		
3. From (Name and Position):		
4. Subject:	5. Date: Date	6. Time HH:MM
7. Message:		
8. Approved by: Name: _____ Signature: _____ Position/Title: _____		
9. Reply:		
10. Replied by: Name: _____ Position/Title: _____ Signature: _____		
ICS 213 Date/Time: Date		

Master Copy
Date: 11/1/2022
Signature: [Signature]

ACTIVITY LOG (ICS 214)

[illegible]

INCIDENT ACTION PLAN SAFETY ANALYSIS (ICS 215A)

1. Incident Name:		2. Incident Number:	
3. Date/Time Prepared: Date: <input type="text"/> Time: <input type="text"/>		4. Operational Period: Date From: <input type="text"/> Date To: <input type="text"/> Time From: <input type="text"/> Time To: <input type="text"/>	
5. Incident Area	6. Hazards/Risks	7. Mitigations	
8. Prepared by (Safety Officer): Name: <input type="text"/>		Signature: <input type="text"/>	
Prepared by (Operations Section Chief): Name: <input type="text"/>		Signature: <input type="text"/>	
ICS 215A		Date/Time: <input type="text"/>	



[illegible]

Master Copy
Date: 4/19/02

PROVINCE OF LA UNION	
 <p>LOVE UNION CONCORD</p>	 <p>LOVE UNION CONCORD</p>
Prepared by: _____ Date/Time: _____ ICS 218-1 HEADER CARD (GRAY)	Prepared by: _____ Date/Time: _____ ICS 218-1 HEADER CARD (GRAY)
OFFICIAL 1850	

Master Copy
OCD
Date: 9/10/2019

Warrant Court
DEC 10 2019

[illegible]

ST/Unit:	LDW:	# Pers:	Order #:
Agency	Cat/Kind/Type		Name/ID #
Back			
Incident Location:		Time:	
Status: <input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 24/0000			
Notes:			
Incident Location:		Time:	
Status: <input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 24/0000			
Notes:			
Incident Location:		Time:	
Status: <input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 24/0000			
Notes:			
Incident Location:		Time:	
Status: <input type="checkbox"/> Assigned <input type="checkbox"/> O/S Rest <input type="checkbox"/> O/S Pers <input type="checkbox"/> Available <input type="checkbox"/> O/S Mech <input type="checkbox"/> ETR: 24/0000			
Notes:			
Prepared by:			
Date/Time: 04/01/2017 10:00			
ICS 219-J ENGINE (ROSE)			

Wagner County
Date: 4/11/2018

ST/Unit:	LDW:	# Pers:	Order #:
Agency:	Cat/Unit/Type:	Name/ID #:	
Front			
Date/Time Checked In:			
Pilot Name:			
Home Base:			
Departure Point:			
ETC:		ETA:	
Destination Point:			
Date/Time Ordered:			
Remarks:			
Prepared by:			
Date/Time:			
ICS 215-4 HELICOPTER (BLUE)			

ST/Unit:	LDW:	# Pers:	Order #:
Agency:	Cat/Unit/Type:	Name/ID #:	
Back			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned		<input type="checkbox"/> O/S Rest	<input type="checkbox"/> O/S Pass
<input type="checkbox"/> Available		<input type="checkbox"/> O/S Mech	<input type="checkbox"/> ETR
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned		<input type="checkbox"/> O/S Rest	<input type="checkbox"/> O/S Pass
<input type="checkbox"/> Available		<input type="checkbox"/> O/S Mech	<input type="checkbox"/> ETR
Notes:			
Incident Location:		Time:	
Status:			
<input type="checkbox"/> Assigned		<input type="checkbox"/> O/S Rest	<input type="checkbox"/> O/S Pass
<input type="checkbox"/> Available		<input type="checkbox"/> O/S Mech	<input type="checkbox"/> ETR
Notes:			
Prepared by:			
Date/Time:			
ICS 219-4 HELICOPTER (BLUE)			



ANNEX B: DRRM-CCA RELATED TRAININGS CONDUCTED



LA UNION DRRM- CCA RELATED TRAININGS CONDUCTED

One of the functions of the Province Disaster Risk Reduction and Management Office, as per the mandate of the RA 10121, under the Administration and Training Division, is to capacitate each Local Government Units in the province of La Union to provide immediate response to a certain incident on their respective area of responsibilities.

In 2017, the La Union Provincial Disaster Risk Reduction and Management Office trained **1, 637** and certified **1, 042** first responders in the different DRR – CCA trainings such as First Aid and Basic Life Support, Ambulance Operations, Water Search and Rescue and High Angle Search and Rescue training courses. Majority of the participants are from the different LDRRMOS and local emergency response units in the province. Others are from different agencies, SUCs, and private companies.

PDRMO Summary of DRR-CCA Training Conducted 2017

Training Database												
N o.	Municipality	Training	Date Conceived	Date Conducted	Training Venue	Contact Person				Number of Participants		Number of Graduates
						First Name	M. I	Surname	Contact Number	# of Barangays	# of individuals	Total
1	Aringay	FABLS	27 January, 2017	March 20 - 22, 2017	Legacy Hall, Aringay Municipal Hall	Samson	M	Villarosa	(+63)9484107093	11	53	53
2	Aringay	FABLS	28 January, 2017	March 27 - 29, 2017	Legacy Hall, Aringay Municipal Hall	Samson	M	Villarosa	(+63)9484107093	13	66	66
3	Santol	FABLS	28 January, 2017	April 19 - 21, 2017	Covered Court, Santol Municipal Hall	Maria Theresa Lynn	W	Senen	(+63)9178881257	7	23	24
4	REDAS	FABLS										-
5	911	FABLS										-
6	San Gabriel	FABLS	2 June, 2017	June 19 - 21, 2017	Covered Court, San Gabriel Municipal Hall	Romulos		Chan	(+63)9058197375	6	32	32
7	DMMMSU	FABLS		June 27 - 29, 2017	DMMMSU-COT Research and Extension Hall	Jerry		Malig		9	405	-
8	San Juan	FABLS		July 3 - 5, 2017	San Juan Auditorium	Gino Osvi	P.	Mabalot			32	-
9	Balaoan	FABLS		July 6 - 8, 2017	Balaoan Function Hall	Prudencio, Jr.	O	Octavo			53	53
10	San Fernando	WASAR		July 10 - 14, 2017	Brgy. Hall, Carlatan, City of San Fernando, La Union	Julie Ann		Hipona			30	30
11	San Gabriel	FABLS		July 17 - 19, 2017	Brgy. Lipay Covered Court, San Gabriel LU	Romulos		Chan	(+63)9058197375	1	42	42
12	San Gabriel	FABLS		July 20 - 22, 2017	Brgy. Hall, Lon-oy, San Gabriel LU	Romulos		Chan	(+63)9058197375	1	25	25
13	SLC	FABLS		July 24 - 26, 2017	SLC Covered Court, SFC LU						46	46
14	SFC	HASAR		July 24 - 28, 2017	Nagyubuyuban, Elem. School, SFC LU	Julie Ann		Hipona			29	27
15	Bangar	HASAR		Aug 1 - 5, 2017	Covered Court, Bangar La Union	Cherry		Flores			40	35
16	Bacnotan	FABLS (govt employee)		Aug 1 - 3, 2017	Covered Court, Bacnotan La Union	Rommel		Montipalco			54	43
17	Caba	FABLS		Aug 2 - 4, 2017	Municipal Hall, Caba La Union	Limuel		Sudiacal			41	38
18	Agoo	FABLS (govt employee)		Aug 3 - 5, 2017	Agoo E-Library	Diosdado		Magpili			40	40
19	San Juan	WASAR (Surfers)		August 7 - 11, 2017	Round House Resort, San Juan La Union	Gino Osvi		Mabalot			32	32
20	Burgos_Bagulin	HASAR		Aug 21 - 25, 2017	Burgos La Union, Covered Court.						47	47
21	Bagulin	FABLS		Aug 28 - 30, 2017	Training Center, Bagulin La Union	Santiago		Caluza			43	38
22	Agoo	WASAR		Sept. 4 - 8, 2017	Agoo E-Library	Diosdado		Magpili			39	35

23	Bauang	FABLS	Sept. 11 - 13, 2017	Farmers Hall, Bauang La Union	Joel Vincent	Canezo	46	<u>34</u>
24	Rosario	FABLS	Sept. 11 - 13, 2017	Covered Court, Rosario La Union			38	<u>38</u>
25	Bacnotan	WASAR	Oct. 2 - 6, 2017	Normis Beach Resort, Bacnotan LU	Rommel	Montipalco	14	<u>14</u>
26	Bacnotan	FABLS	Oct. 9 - 11, 2017	Covered Court, Bacnotan La Union	Rommel	Montipalco	102	<u>51</u>
27	UCC	FABLS	Oct. 5,12,13, 2017	UCC Audio Visual Room	Only	Hufana	31	<u>31</u>
28	Santol	FABLS	Oct. 18 - 20, 2017	Covered Court, Santol La Union	Jerone	Oriente	94	<u>77</u>
29	Santol	HASAR	Oct. 23- 27, 2017	Covered Court, Santol La Union	Jerone	Oriente	45	<u>21</u>
30	Sto. Tomas - Aringay	HASAR	Nov. 6 - 10, 2017	Covered Court, Sto. Tomas La Union	Roy	Arongat	32	<u>31</u>
31	Burgos_Baguli n	WASAR	Nov. 14 - 18, 2017	Covered Court, Burgos, La Union	Flordeliza		31	<u>25</u>
32	SFCC	FABLS	Sept. 16,23 - Oct. 28,29, 2017	Champions Center Worship Hall, SFCC			32	<u>14</u>
							1637	<u>1042</u>

ANNEX C1: STANDARD OPERATING PROCEDURE



STANDARD OPERATING PROCEDURE and GUIDELINES

The Standard Operating Procedures and Guidelines (SOPG) seeks to establish main protocols and operational procedures to set standard behavior among members of the Provincial Disaster Risk Reduction and Management Office (PDRRMO) whenever on the course of their official duties and whenever engaged in any response operations.

These procedures (SOPG's) shall also form the main guide-lines and policies for Staff and PDRRMO volunteers. The SOPG's follows the Province Government of La Union (PGLU) Code of Conduct and therefore are bound to its legal mandate and policies.

The PDRRM Office is a 24/7-response unit of the PGLU dedicated to provide medical and rescue assistance to victims of emergency and disaster. The PDRRM Office specializes in search in rescue operations in water, fire and high angle. The PDRRM Office also provides life saving procedures used in both medical and trauma incidents caused by natural or man-made hazards that pose a threat to people and environment.

The PDRRM Office maintains 24/7 duty hour on 24-hour shifts – from 8:00 am to 8:00 am (*the following day*). The office maintains a 24-hour monitoring office through the Provincial Disaster Operation Center (PDOC) of the PGLU, stationed at Mabanag Justice Hall. The PDOC is responsible for monitoring situations relating to impending emergency or disaster situations and for reporting such events to the PDRRM Office. The PDRRM Office is responsible for alert and for mobilizing its on-duty members for deployment.

The Provincial DRRM Office shall be deploying members following the below disclosed general response criteria:

1. Any emergency and disaster situations caused by human or those naturally occurring;
2. Any life threatening cases requiring medical/pre-hospital care and rescue assistance in vehicular extrication, water emergencies, fire incidents and high angle operations.

3. A request received from an individual or group for medical assistance, including ambulance service or search and rescue assistance;
4. Provide trainings to other organization for capacity building of their response and rescue groups;
5. Any information campaign to prevent or mitigate the effects of such disasters and emergencies.

The following should be strictly observed as the standard operating procedures for the Provincial DRRM Office:

I. GUIDELINES

Qualification/Requirements of PDRRMO Volunteer:

- Must be 18 years old above;
- Must have undergone the Candidate Orientation Course;
- Current holder of Standard First Aid and Basic Life Support (Certificate of Completion)
- Physically and Mentally Fit;
- Can work under minimal supervision;
- Interested applicants shall submit a copy of the following:
 - a. Curriculum Vitae to include at least 2 references
 - b. Filled up Volunteer Form
 - c. Personal Data Sheet
 - d. Medical Certificate Signed by a Physician
 - e. Birth Certificate
 - f. Photocopy of certificate of completion for SFAT & BLS
 - g. 2pcs 2x2 photo

Criteria to be a PDRRMO Regular Member:

- Completed the screening of PDRRMO Volunteer(Physical and Mental Exercises);
- Completed the at least 250 hrs. duty as Volunteer (a minimum of 1 month)
- Completed the Proficiency Training Exercise (Once a month activity);
- Passed the written exam prepared by the Operations Officer
- Must be recommended by the PDRRMO Team Leaders to Operations Officer and Provincial Disaster Risk Reduction and Management Officer

Criteria to be a PDRRMO Team Leader:

- Passed the evaluation conducted by Operations Officer and Provincial Disaster Risk Reduction and Management Officer;
- Passed the physical and written exam for PDRRMO Team Leaders;
- Adherence to PDRRMO's SOP's and PGLU policies;

- Regular attendance to meetings and physical training exercises

II. DUTIES AND GENERAL RESPONSIBILITIES

1. The PDRRMO is a 24/7 duty on 24-hour shift schedules;
2. Official scheduled duty hours are: 8:00 am to 8:00 am (the following day) during night shift the team should arrange their schedule in monitoring the OpCen phones and radio. Indicate on the tour of duty who is in-charge in radio telecommunications every eight (8) hours;
3. For incoming PDRRMO duty personnel, a grace period of 10 minutes from time of duty will be given for late arrival. Sanction of late personnel - Members and Trainees Php 10.00, Team Leader Php 20.00, Operations Officer Php 50.00)
4. Upon takeover of duty, proper endorsement from the outgoing Team Leaders and Emergency Vehicle Operator must be given to the incoming duty and Operations Officer;
5. Duty personnel appointed by the team leader shall conduct an inventory of equipment and supplies and accomplish the complete the checklist after every response and take note of supplies used for replacement and signed by the candidate/member together with the team leader on duty;
6. Duty personnel shall also conduct a test run of all equipment to ensure that they are in good working conditions;
7. At the end of a duty tour, a report must be submitted to the Operation Officer and a copy of the report must be given to the Provincial Disaster Risk Reduction and Management Officer;
8. Cleanliness of all vehicles inside and outside, equipment and tools shall be the main responsibility of the duty members;
9. Readiness and physical fitness shall be the responsibility of each individual members of the PDRRM Office;
10. All PDRRMO volunteer personnel including Team Leaders shall have a "Performance Rating" (Physically and Mentally) every last Friday of the month to gauge his/her effectiveness and accomplishments;
11. Non-operational equipment and replacement of used supplies particularly for medical use shall be immediately reported and taken actions;
12. The given duty schedule must be strictly obeyed and followed, unless a conflict from other official PGLU schedules signed and allowed by the Operations Officer/PDRRM Officer is present;
13. No personnel will be allowed to take the duty of any other member without an approval of the Operations Officer/PDRRM Officer;
14. In case of an open slot in the duty or absence duty personnel, the Operations Officer/Team Leader has the right to fill-up the open slot if a member requested or is willing to take the open slot;
15. No walk-in duty will be allowed except for those who has pending make up duties that would fill up open slots and/or absence duty personnel but must seek approval to the duty Operations Officer/PDRRM Officer;
16. In case of emergency and whenever personnel on duty requires leave from his/her post, prior approval will be given if the reason for leaving post is valid;

17. Part-time PDRRMO members, such as volunteers and those who work (within PGLU's other offices) are required to submit monthly preferred duty schedules up to a maximum of 10 duty shifts and are subject to the availability of the schedule and must be submitted seven days prior to the beginning of the following month. Failure to do so will result in denial of the preferred schedule of duty;
18. Full time PDRRMO members, must comply with the given schedule. Strict compliance with the given schedule must be observed. Failure to comply shall result in sanctions;
19. All members, including staff and volunteers, are to follow the established PDRRMO Standard Operation Procedures and Code of Ethics. Failure to do so will result to appropriate punishment;
20. Dress codes including the wear of proper uniforms, such as polo shirts with PDRRMO Logo and the tactical pants for the Medical Team and Technical Rescue Team must be observed during duty. During specialized rescue operations only the prescribed uniform shall be allowed; however, should uniforms prescribed are not yet available, personnel should wear shirt and pants suitable for response.
21. In case of complaints or grievances against co-members, a written letter must be submitted to the Operation Officer. Verbal or anonymous complaints will not be considered. An Ad-hoc Committee will be created to properly investigate and handle the complaint;
22. In case of a member intending not to render duty or who requires a leave of absence/vacation, he/she must submit a written letter to the Operation Officer/ Staff;
23. In case a member violated any part of the given Code of Ethics and Standard Operation Procedures, the Operation Officer must submit an incident report to the Provincial Disaster Risk Reduction and Management Officer before actions against the member can be taken;
24. All PDRRMO members shall compulsory attend the PDRRMO monthly meeting, which is schedule for every second Wednesday of the Month.

SPECIFIC DUTIES:

Provincial Disaster Risk Reduction and Management Officer

- Reports directly to the Executive Officers and Governor
- Supervises and manages all operational aspects of the LUR; and
- Prepares and makes recommendation of all programs and activities of the PDRRMO and submits them to Executive Officers and Governor.

Operations Officer

- Supports the PDRMMO Team Leaders;
- Reports directly to the Provincial Disaster Risk Reduction and Management Officer
- Prepares and makes recommendations regarding all programs and activities of the PDRRMO, and submits them to the PDRRM Officer
- Acts as OIC (Officer In-Charge) of the unit in the absence of the Provincial Disaster Risk Reduction and Management Officer
- Implements or supervises all activities and programs of the LUR; and

- Performs other responsibilities assigned by the Provincial Disaster Risk Reduction and Management Officer.
- Shall directly report the status and concerns of members during his/her tour of duty to the Provincial Disaster Risk Reduction and Management Officer;
- Ensures that the responsibilities are fulfilled;
- Is responsible for the safety of all PDRRMO members on duty
- Coordinates with other agencies through the established PGLU Operation Center to monitor all emergency and disaster situations that may occur;

Team Leaders

- Orients team members on duty to their assigned tasks such as logistics, rotational monitoring and preparation of the duty forms;
- Prepare PDRRMO Duty reports and submits the reports prior to the termination of the duty tour; and
- Performs other responsibilities directed by the Operations Officer/ Provincial Disaster Risk Reduction and Management Officer.
- Reports directly to the Operations Officer on duty during his/her schedule;
- Is responsible for the safety of his/her team;
- Ensures regular check-ups and cleanliness of all PDRRMO response vehicles and ensures that the equipment and tools are in good working conditions;
- Ensures that all his/her team members are available and ready for deployment;
- Provides adequate and constant information about the team members whereabouts
- Informs the Operations Officer of their deployment and keeps communication constant while on operating duty,
- Orients team members of their functions and responsibilities during their duty tour;
- Prepares and submits all reports regarding the termination of duty; and
- Performs other responsibilities as directed by the Operations Officer.

LUR Members and Volunteers

- Reports directly to his/her respective team leaders;
- Must report to duty 15 minutes before the duty schedule;
- Must strictly follow the chain of command;
- Is responsible for his/her individual safety;
- Is responsible for the security of assigned equipment and tools;
- Assists in the execution of the team leader's task;
- Ensures that assigned equipment, tools and response vehicle/s are fully operational;
- Members must conduct thorough inspection of ambulances, rescue vehicles and equipment based on the assigned Maintenance Schedule;
- Must maintain a good rapport between PDRRMO co-members whether assigned as Emergency Response Team and Tactical Response Team;
- Must act according to the PGLU Code of Ethics;

- Informs respective team leader/s of the where-about of members within the duty tour; and
- Performs other responsibilities as directed by the respective Team Leaders.

Emergency Vehicle Operator

- Has the authority to drive as granted by the Operations Officer and PDRRM Officer;
- Staffs whom had been granted the authority to drive should be On-call or on stand-by;
- Should there be a need for Emergency Response, the Emergency Vehicle Operator (EVO) is mandated to report upon receipt of call;
- Reports directly to his/her respective team leaders;
- Must strictly follow the chain of command;
- The EVO, as a paid staff, manages all of the Rescue Vehicles, as such, he is responsible for ensuring that materials and equipment in the ambulance/s and rescue vehicles are fully operational and should assist the PDRRMO Team Leaders and Members on maintenance and inspection of the vehicle;
- Must maintain a good rapport between PDRRMO co-members and Team Leader;

III. ALERT AND MOBILIZATION

1. All information whether it be a monitored information or just an emergency call regarding a minor or major emergency situations, should be treated as a real emergency scenarios, unless verified as being unreal (i.e., hoax or a solved problem);
2. Alert should there be one received at the Operation Center to mobilize its units; The alert information must include the type of emergency, location, land mark (if any), and the present condition of the emergency;
3. Once an alert was raised the LUR's on-duty, both medical and tactical teams, must be on pre-deployment status (means both duty teams must be on-stand-by at the designated deployment area and awaits command for deployment);
4. Whenever a medical team is deployed, members of the tactical rescue team must maintain pre-deployment status until a stand-down by the Operations Officer is given;
5. If a situation requires additional assistance, an alert will be sent through any and all means of communication to other members of the LUR;
6. A Code and Alert level shall be established in order to properly notify LUR members.

A. SUDDEN ONSET SITUATION

1. The members of the Operations and Early warning Division shall immediately report to the PDRRMOC activated to PDOC upon advice by the Operations Officer when the emergency (e.g. earthquake, local tsunami, etc.) occur at night or on weekends.

B. SLOW ONSET SITUATION

1. **During BLUE and RED conditions**, La Union Rescue personnel shall render 24-hour duty shift at the PDOC for the duration of emergency, **regardless of the day of the week**.

a. CONDITIONS

NORMAL

WHITE - Normal Operations

Alert and Monitoring, Coordination, Reporting

EMERGENCY (24-Hours Duty)

BLUE - In preparation for a slow onset disaster

- PDOC activation is limited. Lead personnel from the PDRRMO personnel shall render duty at the PDOC.

RED - In anticipation of an imminent emergency situation

- Status requires response agency staffing at the PDOC. All PDRRMO personnel shall render duty at the PDOC and immediate inter-agency coordination.

Table 1: Operation Level

b. RAISING PDRRMOC's ALERT STATUS in relation to VARIOUS SITUATIONS

The PDRRM Officer has the authority, discretion, and responsibility in raising the PDOC alert status.

HAZARDS		PDOC Alert Status		
Table 2: CONDITIONS AND TRIGGERS (Either 1 of the listed triggers/conditions)		WHITE ALERT	BLUE ALERT	RED ALERT
NATURAL DISASTERS				
1.	Tropical Cyclones (TCs)	<ul style="list-style-type: none"> Weather Advisories from PAGASA 	<ul style="list-style-type: none"> Result of the conduct of PDRA Severe Weather Bulletin (SWB) <ul style="list-style-type: none"> Expected to enter PAR Tropical Depression (TCWS #1) 	<ul style="list-style-type: none"> Severe Weather Bulletin (SWB) from PAGASA <ul style="list-style-type: none"> Location: within PAR Tropical Storm (TCWS #2) Severe Tropical Storm Typhoon Super Typhoon Rainfall Advisory from PAGASA (RED Advisory)
1.1.	Flooding			
1.2.	Storm Surge			
1.3.	Severe Wind			
2.	Other Weather Disturbances	<ul style="list-style-type: none"> Rainfall Advisory from PAGASA (YELLOW Advisory) <ul style="list-style-type: none"> 7.5-15mm RAIN observed in 1 hour and expected to continue in the next 2 hours Flooding is possible 	<ul style="list-style-type: none"> Result of the conduct of PDRA Rainfall Advisory from PAGASA (ORANGE Advisory) <ul style="list-style-type: none"> 15-30mm RAIN observed in 1 hour and expected to continue in the next 2 hours Flooding is threatening 	<ul style="list-style-type: none"> More than 30mm RAIN observed in 1 hour and expected to continue in the next 2 hours Serious flooding expected in low-lying areas
2.1.	Monsoon Rains			
2.2.	ITCZ			
2.3.	LPA			
2.4.	Tail-end of a cold front			
3.	Earthquake¹	<ul style="list-style-type: none"> No reported damage Not expecting aftershocks 	<ul style="list-style-type: none"> Intensity V Has damages and aftershocks 	<ul style="list-style-type: none"> Intensity VI, VII and above Very destructive Requires immediate response
4.	Tsunami²	<ul style="list-style-type: none"> Green Advisory (No Tsunami Threat) <ul style="list-style-type: none"> A large earthquake is generated but either : (1) there is no tsunami generated by this event or (2) a tsunami was generated 	<ul style="list-style-type: none"> Result of the conduct of PDRA Orange Advisory (Minor Sea Level Disturbance) <ul style="list-style-type: none"> Minor sea level disturbance is expected in 	<ul style="list-style-type: none"> Red Advisory (Tsunami Warning) <ul style="list-style-type: none"> Destructive tsunami is generated with life threatening wave heights and is expected to arrive to the regional coastlines with wave
4.1.	Regional/Distant			

¹ PHIVOLCS Earthquake Intensity Scale (PEIS)

² Philippine Tsunami Information

	but will not reach the region	some coastal areas with wave heights of less than one (1) meter above the expected ocean tides	heights of greater than one (1) meter above the expected ocean tides
	<ul style="list-style-type: none">No evacuation needed		
	<ul style="list-style-type: none">Yellow Advisory (Sea Level Change Monitoring)		
	<ul style="list-style-type: none">Monitor sea level changes and updates		
4.2. Local			<ul style="list-style-type: none">Very destructiveRequires immediate response
5. Tornado/ Thunderstorm	<ul style="list-style-type: none">Declaration of Local State of CalamityThunderstorm Warning Advisory		
HUMAN-INDUCED INCIDENTS			
6. Armed Conflict, Civil Strife, Rido or Clan Feuds	<ul style="list-style-type: none">Level 1 Crisis (Barangay/ City/ Municipal)Local security forces or law enforcers and Crisis Management Committee (CMC) are in control of the situationAvailability of appropriate resources and functionality of either Municipal or Barangay level	<ul style="list-style-type: none">Result of the conduct of PDRALevel2 Crisis (Provincial)Incident affects two or more municipalities within the same provinces.	<ul style="list-style-type: none">Level 3 Crisis (Regional)Situation requires employment of security forces and utilization of resources of the Provincial/ Regional level organizationsUpon the recommendation of the Provincial CMC or of the C-OPR (EXECOM, NSC/NCMC) of a particular crisisIncident affects two or more provinces within the same regionCrisis involves foreign national/s, either perpetrators or victimsCrisis affects peace process, national tourism industry, and other major industriesLocal security forces or law enforcers at the municipal/ city/ provincial/ regional level are unable to resolve the crisis within their

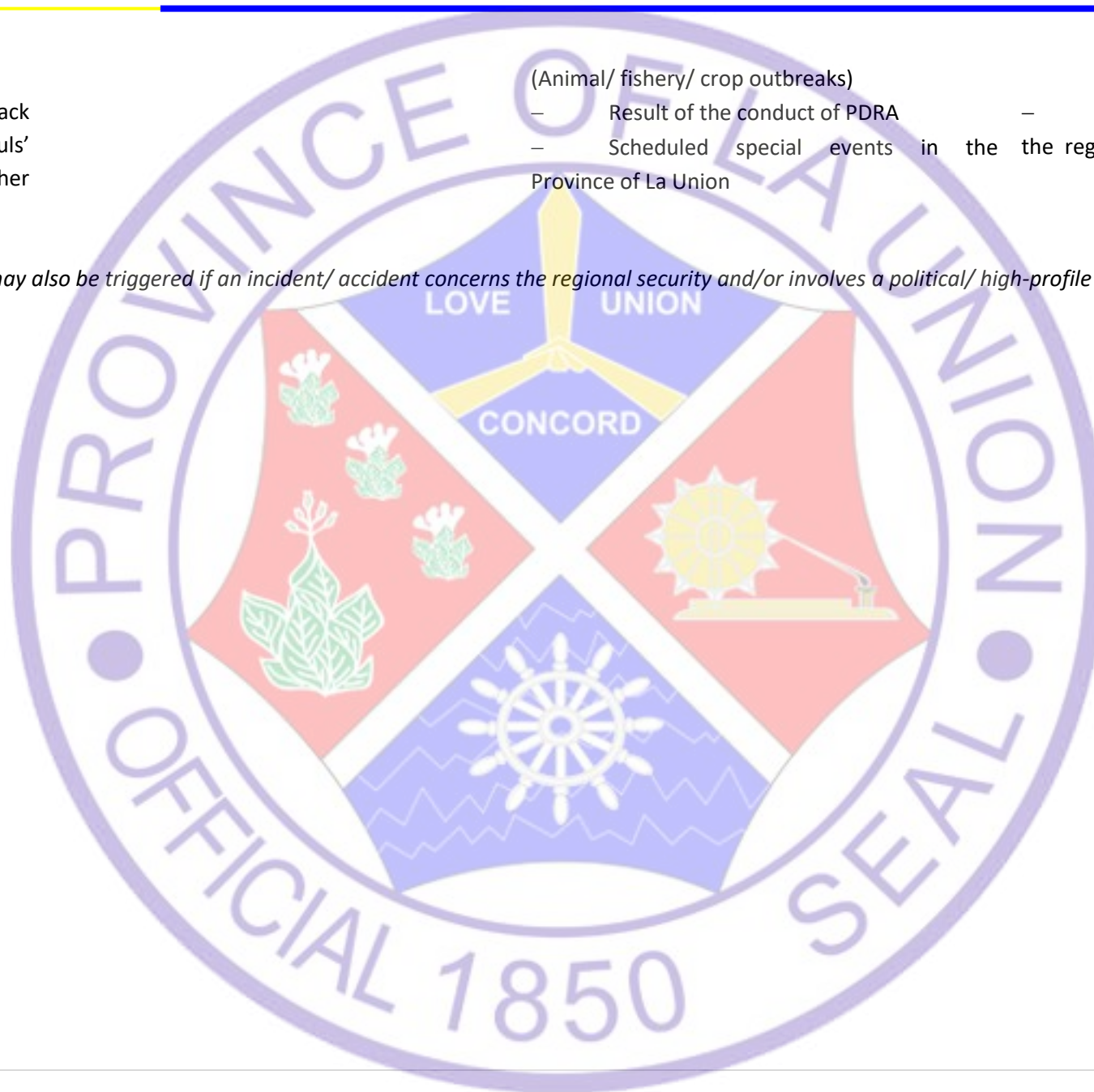
7.	Fire, Conflagration	<ul style="list-style-type: none">– Result of the conduct of PDRA <p>Indicators:</p> <ul style="list-style-type: none">– Extent of affected population– If critical installation/ structures are at stake– Compounding factors: informal settlements or environmental issue/time	<p>capabilities</p> <p>Indicators:</p> <ul style="list-style-type: none">– General Alarm as indicator
8.	Maritime Incidents/ Sea Mishap (e.g. Oil Spill, Ship Collision, Sunken Vessel)	<ul style="list-style-type: none">– Result of the conduct of PDRA– Upon receipt of information of sunken vessel or maritime incidents	<ul style="list-style-type: none">– Needs mobilization of regional resources for response operations– Augmentation from the national if deemed necessary
9.	Aviation Incidents/ Accidents	<ul style="list-style-type: none">– Declaration of Local State of Calamity– Result of the conduct of PDRA– Needs mobilization of national resources for response operations	<ul style="list-style-type: none">– Needs extensive mobilization of national resources for response operations
10.	Chemical/ Biological/ Radiological/ Nuclear Emergency (CBRNe)	<ul style="list-style-type: none">– Result of the conduct of PDRA– Pronouncement of countries within the Asia-Pacific region on any CBRNe testing/ launching which will likely pass through or hit PAR– Upon receipt of information that an establishment/ group of people are affected by CBRNe	<ul style="list-style-type: none">– Needs mobilization of national resources for response operations
11.	Epidemic Outbreak	<ul style="list-style-type: none">– Result of the conduct of PDRA– Level 3 - Outbreak is affecting several municipalities but within a province– Recommendation from DOH & DA	<ul style="list-style-type: none">– Level 4 - Outbreak is affecting several provinces but within the region, several regions, or nationwide

12. Special Events (e.g. Black Nazarene, Holy Week, All Saints & Souls' Day/ Christmas and New Year, and other high profile/ high density gatherings

(Animal/ fishery/ crop outbreaks)

- Result of the conduct of PDRA
 - Occurrence of incidents that concern the regional security and requires response
- Province of La Union

Note: The heightening of alert status may also be triggered if an incident/ accident concerns the regional security and/or involves a political/ high-profile personality.



c. DOWNGRADING

Notwithstanding the alert status of the directly concerned agencies, the Provincial DRRM Officer may recommend the downgrading of the alert status of the PDOC. The downgrading of alert status from RED to BLUE to WHITE is based on the condition of the affected areas. One of the identified triggering factors of downgrading is on the termination of disaster response activities like relief operations, search, rescue and retrieval.

Moreover, when alert status is downgraded into normal condition (white), the PDRRMC Member Agencies and the Municipal Disaster Risk Reduction and Management Offices (MDRRMOs) are still required to update the PDOC and submit final report as required.

d. ACTIONS OF RDRRMC re: ALERT SYSTEM

WHITE ALERT

- 1) Monitors incidents received from MDRRMOs.
- 2) Prepares incident report to the Provincial DRRM Officer in the form of a Memorandum.
- 3) Acts on all matters related to operations.
- 4) Cascades advisories from RDRRMC to be converted and disseminated as PDRRMC Advisory to MDRRMOs, PDRRMC Member Agencies and the general public through all means of communication.
- 5) Coordinates with MDRRMOs for the submission of final reports on the effects after transmission period from emergency to early recovery.
- 6) Prepares the final report for review of the Provincial DRRM Officer and submission to the RDRRMC.

BLUE ALERT

- 1) Disseminates the heightening of PDOC Alert Status to Blue Alert thru all means of communication.
- 2) Prepares Memo to concerned PDRRMC Member Agencies and MDRRMOs for the conduct of PDRA and to submit report thereof.
- 3) Renders duty at the PDOC on a 24-hour rotational basis, appropriate for:
 - a. La Union Rescue Team; and
 - b. PNP, BFP, PCG, and other concerned agencies as directed to perform the following:
 - Coordinate with their respective offices on the clarifications or concerns raised by the PDOC duty personnel;

- Provide reports and other related requirements pursuant to their mandates;
 - Attends and/or answer queries during meetings; and
 - Monitor actions taken by their respective field units.
- 4) Gathers reports from MDRRMOs and PDRRMC Member Agencies including initiatives on preparedness such as pre-emptive evacuation, prepositioning of resources and others.
 - 5) Consolidates and validates reports from MDRRMOs and other member agencies; (e.g. number of evacuees - PSWD, number of casualties - PHO, damages in agriculture - OPAG, status of strandeds - PCG, and others, if applicable).
 - 6) Prepares Memorandum for the Provincial DRRM Officer thru the PDOC on preparedness measures of the municipalities.
 - 7) Gathers data and prepares PDRRMC situation reports/ updates on current situation for meetings, briefings or press conferences.
 - 8) Uploads the PDRRMC Situational Reports / Updates to the PDRRMC social media upon approval of Provincial DRRM Officer for the information of the general public.

RED ALERT

- 1) Disseminates the heightening of PDOC Alert Status to Red Alert thru all means of communication.
- 2) Renders duty at the PDOC on a 24-hour rotational basis, appropriate for:
 - La Union Rescue Team; and
 - PNP, BFP, PCG, and other concerned agencies as directed to perform the following:
 - Coordinate with their respective offices on the clarifications or concerns raised by the PDOC duty personnel;
 - Provide reports and other related requirements pursuant to their mandates;
 - Attends and/or answer queries during meetings; and
 - Monitor actions taken by their respective field units.
- 3) Analyzes and consolidates all information and reports submitted by PDRRMC Member Agencies, MDRRMOs and other sources, and validates data.
- 4) Facilitates effective public information and accurate alerts and warnings to the public.
- 5) Ensures that the status of the on-going disaster operations and the evolving situations in the affected areas are properly monitored and reflected in the PDRRMC Situational Report.
- 6) Provides the RDRRM-EOC1 the signed Situational Report for information and reference; consequently forwards such information to the PDRRMC Member Agencies and MDRRMCs following the prescribed/ agreed time of release.
- 7) Gathers data and prepares PDRRMC updates on current situation.

- 8) Uploads the PDRRMC Situational Reports / Updates to the PDRRMC social media upon approval of the Provincial DRRM Officer for the information of the general public.
- 9) Prepares the complete documentation of the major disasters managed (effects, HA/DR, assistance per cluster).
- 10) Prompt activation of **Response Cluster** led by the PSWD.

Organizational Structure of Response Cluster

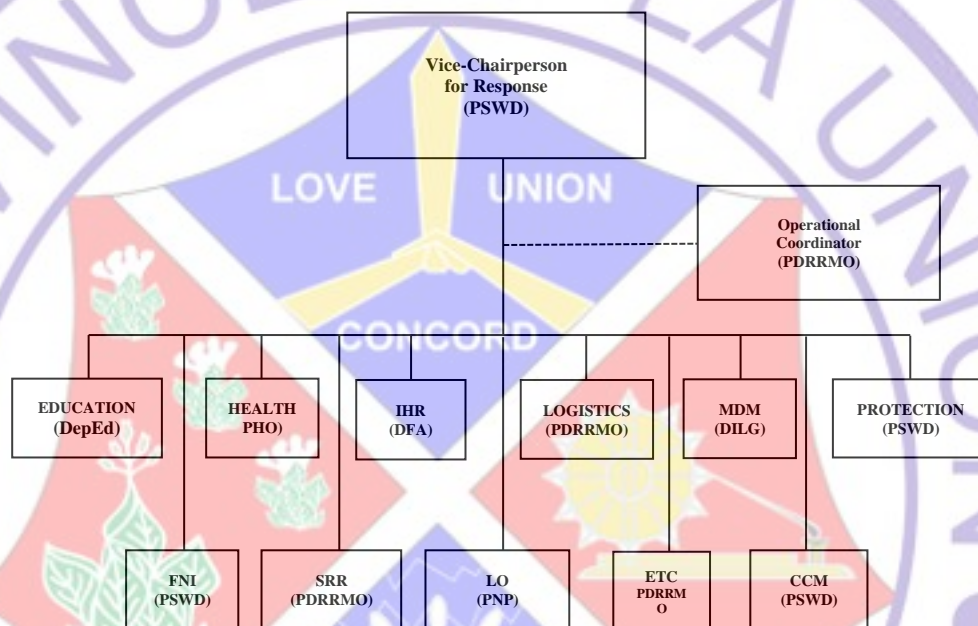


Figure 1: Response Cluster Organizational Structure

- 11) Below are the eleven (11) response clusters, each with identified Lead Agency that will primarily supervise, coordinate, and report all activities of their cluster members during disaster phase:

Cluster	Provincial Government Lead
1. Food and Non-Food Items	PSWD
2. Health (Public Health and Medical; Water, Sanitation and Hygiene [WASH]; Nutrition; Mental Health and Psychosocial Support [MHPSS])	PHO
3. Camp Coordination and Camp Management	PSWD
4. Logistics	PDRRMO
5. Emergency Telecommunications	PDRRMO
6. Education	DepEd
7. Search, Rescue & Retrieval (SRR)	PDRRMO

8.	Management of the Dead and Missing (MDM)	DILG
9.	International Humanitarian Response	DFA
10.	Law and Order	PNP
11.	Internally Displaced Persons Protection	PSWD

Table 3: Response Cluster

2. The Pre-Disaster Risk Assessment (PDRA)

PDRA is a process to evaluate a hazard's level of risk given the degree of exposure and vulnerability in a specific area. Result of the assessment shall present the possible impacts on the populace and forms a basis to determine the appropriate level of response actions from the regional government agencies down to the local government units.

The PDRA Core Team/Group composed of authorized and designated representatives from the following offices shall convene at the PDOC in slow and sudden onset situations. The offices are identified on the list as follow:

- Provincial Disaster Risk Reduction and Management Office (PDRRMO)
- Department of Science and Technology (DOST)
- Provincial Social Welfare and Development (PSWD)
- Provincial Planning and Development Council (PPDC)
- Department of Environment and Natural Resources – Mines and Geoscience Bureau (DENR-MGB)
- Department of Education (DepEd)
- Provincial Engineering Office (PEO)
- Provincial Health Office (PHO)
- Office of the Provincial Agriculture (OPAg)
- Bureau of Fisheries and Aquatic Resources (BFAR)
- Philippine Information Agency (PIA)
- Philippine National Police (PNP)
- Bureau of Fire Protection (BFP)
- Naval Forces Northern Luzon (NFNL)
- Philippine Coast Guard (PCG)
- Municipal Disaster Risk Reduction and Management Offices (MDRRMOs)

The PDRA Core Group members may invite other PDOC member-agencies and organizations to facilitate the immediate execution of needed assessment and dissemination of results, as deemed necessary.³

The result of the PDRA Meetings will be consolidated and cascaded to key stakeholders.

IV. GUIDELINES IN OPERATING THE PDOC

The PDOC shall:

A. IMPLEMENT ALERT SYSTEM

- 1) Notify all PDRRMO personnel, PDRRMC Member Agencies (representatives from DOST, PSWD, PHO, DPWH, DepEd, OPAG, DILG, BFP, PNP, AFP, PCG, PRC, NGCP, DENR-MGB, PPDC, and other agencies, bureaus/ offices as needed) and MDRRMOs to raise the alert status (e.g. PDRA Meeting result, due to sudden onset hazard) thru all means of communication upon directive/ recommendation of the Provincial DRRM Officer.
- 2) Disseminate the approved/ signed Memorandum Order on raising the alert status to concerned agencies and offices thru all means of communication.

B. PREPAREDNESS ACTIVITIES

- 1) Monitor the preparedness activities of the LDRRMCs through the MDRRMOs; preparations/ actions of PDRRMC Member Agencies; and the disaster response requirement in the disaster-stricken areas.
- 2) Direct all Response Agencies to immediately report their available assets for immediate deployment to the threatened areas upon receipt of initial warnings/ alerts/ advisories issued by surveillance/ warning agencies. Further, concerned Regional Agencies shall update their existing resources and reinforce its local counterparts if needed, and direct them to preposition bulk of their respective assets within accessible and safe distance to the areas that are likely to be affected.
- 3) Maintain a close coordination and partnership with private transport companies (sea, air, and land) for further augmentation of transport services of response agencies to expedite the immediate delivery and distribution of necessary supplies and equipment in the threatened/ disaster-affected areas.
- 4) Convene the Pre-Disaster Risk Assessment (PDRA) Core Group for a meeting on the council's preparedness measures and appropriate course of actions upon directive of the Provincial DRRM Officer.

C. DURING DISASTER PHASE

- 1) Disseminate warnings/ alerts/ advisories issued by surveillance agencies to key stakeholders.
- 2) Consolidate reports from PDRRMC Member Agencies and MDRRMCs and prepare the PDRRMC Situational Reports for approval of the PDRRMC Chairperson and submission to the RDRRMC.
- 3) Ensures that the PDRRMC Situation Report in the form of Memorandum for the OCD Regional Director thru the RDRRMOC (approved and signed by the PDRRM Officer) shall be translated into a PDRRMC Update, uploaded at the PDRRMC social media.
- 4) Coordinate with implementing agencies to ensure maximum mobilization of resources to the disaster-affected areas.
- 5) Monitor and document the National, Regional, Provincial and Local DRRMCs' response and early recovery efforts.
- 6) Recommend the declaration of Provincial and Local State of Calamity if needed.
- 7) Facilitates PDRRMC meetings to effectively address the required assistance in the affected provinces.
- 8) Ensure that the requirements of affected areas in terms of Search and Rescue/ Retrieval (SRR) resources, logistics, relief and medical supplies, and other basic services are immediately referred to appropriate agencies on duty at PDOC.
- 9) Ensure that the status of ongoing disaster operations and the evolving situations in the affected areas are properly monitored and reflected in the progressive PDRRMC situation report through continuous coordination with the PDRRMC Member Agencies and MDRRMOs, to include the following information (in any order):

D. REPORTING INCIDENTS

- 1) Disseminate information to all stakeholders through SMS/ Facsimile immediately upon receipt.
- 2) Prepare the Memorandum for the OCD Regional Director thru the RDRRMOC (signed and approved by the Provincial DRRM Officer) and PDRRMC Update which shall include actions in terms of dissemination, coordination and response operations.
- 3) Uploads the PDRRMC Update to the PDRRMC social media for information and reference of the media and general public upon approval/ signature of the PDRRM Officer in compliance to the approved time of release.
- 4) Monitors possible effects and actions taken by LDRRMCs through PDRRMC Member Agencies and MDRRMOs for inclusion in the next report.
- 5) **In case of ARMED CONFLICT/ COMPLEX EMERGENCY/ MILITARY OR POLICE OPERATIONS, the following must be STRICTLY observed/ applied:**

a. MDRRMOs

- ✓ Submit report to PDRRMOC of any incidents resulting to the above
- ✓ The report must contain the following information:
 - What
 - When
 - Where
 - Why
 - How the incident happened
 - What steps were initially undertaken
- ✓ Provides situational report on a regular basis

b. PDRRMO Operations Division

- ✓ Prepares Memorandum for Operations Officer's review
- ✓ Emails draft Memorandum to the Provincial DRRM Officer for review and approval
- ✓ Informs the Provincial DRRM Officer through text that said report was already emailed for review and approval.
 - The Operations Officer shall sign the report as per advise of the Provincial DRRM Officer, in the event that the Director/ Chairperson is not present.
- ✓ Process signed/ accomplished report accordingly:
 - Sends report to RDRRMC thru email.
 - Maintains a file copy of the document in the allotted/ designated folder.

Said report is **NOT TO BE UPLOADED** to the PDRRMC social media account, thus, **NOT FOR PUBLIC CONSUMPTION** and **SHALL BE REPORTED FOR REFERENCE OF THE OCD REGIONAL DIRECTOR/ RDRRMC CHAIRPERSON, PROVINCIAL DRRM OFFICER AND PDRRMC MEMBER AGENCIES EXECUTIVE OFFICERS ONLY**, unless otherwise instructed by the higher authorities.

E. REPORTING ADVISORIES

- 1) Disseminate information to all stakeholders through SMS and facsimile immediately upon receipt.
- 2) Prepares Memorandum (for review and approval of the PDRRM Officer), PDRRMC Advisory, and PDRRMC Update.
- 3) Sends the Memorandum, Advisory, and Update to concerned agencies/ offices and MDRRMOs through facsimile and email.
- 4) Uploads the PDRRMC Update to the PDRRMC social media for information and reference of the media and general public.
- 5) Indicates in the report, the specific actions made per report received (Example: Prepared PDRRMC Memorandum and disseminated the same to PDRRMC-Member Agencies).

F. GUIDELINES DURING ACTIVATION PERIOD

- 1) Disseminate initial information of an emerging disaster thru SMS, prioritizing the PDRRM Officer, PDRRMC Member Agencies Executive Officers and MDRRMC Chairperson.
- 2) Disseminate alert notices to the PDRRMC Member Agencies to render duty at the PDOC to facilitate easy coordination with their respective offices for the needed requirements/assistance in the affected regions.
- 3) Refer to the PDRRMC Member Agencies the immediate needs/ requirements of affected regions in terms of transportation, Search and Rescue (SAR) equipment, logistics, relief supplies (such as Food and Non-Food Items, drugs and medicines, other medical supplies), likewise other basic services.
- 4) Coordinate with PDRRMC Response Cluster for the needed disaster response requirements/ operations (e.g. prioritization of relief goods, SAR personnel/ equipment, and delivery of basic services to the disaster-affected areas with the concerned agencies and private partners.)
- 5) Monitor the status of the prevailing disaster operations and the evolving situations in the affected areas reflected in the progressive PDRRMC situation report.
- 6) Submit the final documentation of every major disaster to the RDRRMOC within two (2) weeks after the termination of the disaster operations

G. DOCUMENTS TRACKING SYSTEM (Incoming/ Outgoing Communications, and Disaster Reports/ Warning Information Dissemination)

- 1) PDRRMO Duty Personnel shall maintain a **desktop computer** solely for tracking of communications and disaster reports of the day to ensure the whereabouts of said documents in case of further verifications. Record will include the following:
 - a. All incoming reports from the MDRRMCs and/ or agencies concerned related to major disasters shall be scanned and uploaded in the document tracking system.
 - b. All other incident reports not related to the prevailing disaster such as: vehicular accidents, fire incidents, epidemic outbreak, and others, with significant effects, shall be documented and be reported as **incidents monitored for the day in a form of Memorandum for the OCD Regional Director thru the RDRRMOC** (approved and signed by the PDRRM Officer) and **PDRRMC Update**. This shall be disseminated to concerned PDRRMC- Executive Officers, concerned MDRRMC and MDRRMO Focal Persons thru SMS, email, facsimile, and PDRRMC social media.
 - c. All request for data, notice of meetings, request for assistance, attendance to workshops and donations received during tour of duty shall be forwarded to the personnel in-charge of the document tracking for recording and then

to the Team Leader, Operations Officer and PDRRM Officer for notation and/ or decision-making regardless of the situation, non-disaster related communications such as.

H. COORDINATION AND FEEDBACK MECHANISMS

- 1) PDRRMO Duty Personnel shall maintain a journal of activities on coordination made related to the ongoing disaster situations in a logbook during their tour of duty.
- 2) PDRRMO Duty Personnel shall ensure that all coordination and feedback are validated, recorded, and reported for inclusion in the situational report.
- 3) PDRRMO Duty Personnel shall endorse the logbook to the incoming PDRRMO Duty Personnel for continuity.

I. EMAIL, SMS AND FACSIMILE: COORDINATION & SENDING / RECEIVING REPORTS

- 1) All duty personnel shall properly acknowledge receipt of any information, updates, and reports received thru email, SMS and facsimile.
- 2) Incidents which require decision-making by higher authorities shall be reported through the fastest means of communication.

E-Mail

- a. Use only the **official** email address in sending reports such as Situational Reports, Incidents Monitored, PDRRMC Advisories and Updates.
- b. Reports (such as situation reports, incidents monitored and other necessary reports from RDRRMC Member Agencies, PDRRMOs and other sources) shall be sent directly to the official email address of the PDOC (lu.pdrmmc_rescue@yahoo.com).
- c. Emails must begin with the acknowledgement and **a cordial tone should always be maintained.**
- d. Sender's name must be indicated.
- e. Coordination thru phone calls must be reiterated and sent thru email for tracking purposes, liability, and accountability.
- f. Emails received especially with attached reports must be acknowledged properly.

Example:

*"Dear Sir/Ma'am,
This is to acknowledge receipt of your message.
Thank you and regards
Juan Dela Cruz
PDRRM Operations Center*

Facsimile

- a. Always use properly filled-out fax cover sheet

- Observe telephone courtesy and politely request for the identity of the recipient.
- Make a follow-up call to the recipient to confirm receipt after transmitting your message/ information thru fax.
 - Let the sender know by giving them a call and properly dispose any faxes received in error when you received a fax in error.
 - PDRMO Duty Personnel shall record in the log book the date and time the advisories/ reports were received/ disseminated (e.g. Weather Advisory, Severe Weather Bulletin, Special Weather Outlook, Volcano Bulletin, Earthquake Information, and others) from surveillance agencies and other sources and provide a photocopy to the SDO and duty personnel.
 - Immediately fax Earthquake information and Tsunami Bulletin to the concerned MDRMO and provide a photocopy to the staff on duty and duty personnel in-charge of SMS for the preparation of necessary report.
 - Faxed reports should not be left unattended where others could potentially see the documents and may lead to misinformation.

Short Message Service (Sms)

- Reporting information and updates thru SMS should be accurate, clear and concise. Avoid using too much abbreviation.
- Always maintain a cordial tone in composing a text message.
- Always cite/ include the source of information.
- Properly acknowledge any update/ report received thru SMS (e.g. "Noted, Ma'am/Sir.", "This is duly noted. Thank you".)
- Reflect significant changes/ updates on reports sent thru SMS on the official/ signed report submitted to the PDOC for tracking, liability, and accountability.

J. HIERARCHY OF COMMAND

- Operations Division Personnel shall observe the chain of command during the alert teams tour of duty:

PDRRM Officer → Operations Officer → Team Leader → Warning Team Members/ Support Staff during the team's tour of duty.

- Strictly follow/ comply to all instructions from the Highest/ Higher Officer-in-command of the day to effectively address all concerns of the PDOC.

K. TELEPHONE COURTESY

- 1) All duty personnel shall **observe telephone courtesy at all times**, regardless of who the callers are:
 - a. Answer promptly (by the 2nd ring).
 - b. Maintain a pen and paper near the phone.
 - c. Before picking up the receiver, end any other side conversations and ignore distractions.
 - d. Never talk with anything in your mouth.
 - e. Be sensitive to the tone of your voice.
 - f. Be polite and courteous.
 - g. Always identify yourself and office/ division/ province at the beginning of all calls
 - h. Respectfully request for the caller's full identity.
 - i. Address the caller properly (i.e, Ma'am, Sir, Ms. and/ or Mr.) and never address an unfamiliar caller by his or her first name.
 - j. Listen carefully to the message of the caller. You may repeat his/ her message for clarification.
 - k. **Speak clearly** especially when leaving messages.
 - l. Always ask if you can put the caller on hold.
 - m. Never leave the person on hold for more than a few seconds or they may become upset and hang up.
 - n. **SMILE!** – It shows, even though the phone lines.
- 2) Personal phone calls (landline and mobile) using the RDRRMOC mobile phone and direct lines/ facsimile are **STRICTLY PROHIBITED**. Should there be any need to do so (due to emergencies) inform the SSDO/ SDO and/ or Operations Section Officers present for approval.

V. DEPLOYMENT

- a. Upon confirmation of the emergency alert, the Operations Officer and PDRRM Officer shall give the appropriate command to the medical or tactical rescue teams, including command for deployment;
- b. In the case that the Operations Officer is absent, the response team must seek advice and approval from the PDRRM Officer;
- c. The responding team shall ensure that the proper information regarding the emergency call is acquired (type of emergency, location, landmark (if any) and present status). The Operation Center of the PGLU shall be responsible for giving proper information through radio or information sheet form;
- d. Upon deployment, the PDRRM Office responding team shall advise Operation center through radio telecommunication of their deployment. The Radio Operator on duty shall confirm the PDRRM Office deployment advice;

- e. Whenever an on-duty PDRRMO personnel is deployed, the remaining on-duty members shall maintain pre-deployment status;
- f. The Operations Officer may recall its deployment command anytime in accordance with changes in the situation or when the emergency situation is already been lowered to stand-down and control.

VI. UPON ARRIVAL AT THE SCENE

- a. The PDRRMO team already deployed shall immediately communicate to the Operation Center their exact location and time of arrival at the scene;
- b. The team leader shall immediately establish incident command post and conduct rapid assessment of the situations and communicate any acquired information to the OPCEN;
- c. The team leader shall also locate other response team's presence (MDRRMOs) at the scene and establish communication with them;
- d. Establish a communication and coordination link with other responding agency involved in the scene particularly recognized if command post had been establish, if central command posts had been established communicate and coordinate with proper authority operating in the scene.

VII. ENGAGEMENT IN THE SCENE

- a. PDRRMO members must all time observe and follow chain of command and operational structures;
- b. Observed the PGLU principles and code of conduct;
- c. The designated team leader shall have the command and control in the scene unless other personnel such as Operations Officer, Provincial Disaster Risk Reduction and Management Officer shall take over the responsibility. Proper turn over and endorsement must be made;
- d. In case of the presence of the Municipal Risk Reduction and Management Council (MDRRMC), the MDRRMO shall take over the responsibility and over-all command. The LUR teams shall provide support and technical advises. The LUR shall also assist the municipality to establish command post and rapid assessment. Operating Municipality have full jurisdiction of their respective areas and main responsibility. Unless MDRRMC team leader will turn over and endorse to LUR team leader the full authority to command and control in the scene;
- e. In case of two or more municipality presence, the Operating Municipality covering the jurisdiction of the emergency shall act as the over-all command and control;
- f. In case PDRRMO Team is the only response team present in the area, the team shall immediately take over the command and control. Other municipality present shall be support to the operation;
- g. In case of mass casualty incident or situations aggravating may require major assistance, the team leader must communicate and advise Municipal Operation

Center for possible additional deployment of rescuers whether medical, tactical rescue and disaster response teams;

- h. The Operating PDRRMO teams in the scene with maximum eight hours exposed to operation must be replaced of new team to avoid acquiring the burn out syndrome and critical stress from the operation. Mobilization of non-duty personnel can be done as the need arises;
- i. The Operation Officer shall take over command and control of the operation if such situations had worsen to such extent that the area had been declared under calamity; and
- j. Arguments and quarrels among members of the PDRRMO during response is strictly prohibited;
- k. All responding teams through the Incident Command Post established must provide constant communication and information of the present status in the disaster area and movement of all personnel.

VIII. DISENGAGEMENT OR STAND-DOWN

- a. The over-all team leader in the scene shall be responsible to monitor the situation in the disaster or emergency area, upon confirmation of stand-down immediate report must be given to all personnel in the ground, to the Municipal Operation Center and even the PGLU OpCen;
- b. For disengagement and stand-down, the team must advise the Municipal Operation Center through the radio telecommunication that they will be returning to base;
- c. In case of wide and major disaster operations, the responding personnel must undergo a Critical Stress Incident Debriefing (CISD). The Operation Officer or Team Leader must be responsible in organizing the CISD for his/her personnel; and
- d. The responding team must ensure that all equipment and response vehicle must be clean and ready for deployment.

IX. REPORTING

The Provincial Disaster Operation Center is the repository of all disaster information. Disaster data/ information comes PDRRMC Member Agencies and MDRRMCs. Any data/ information received from various sources needs to be reported/ coordinated with the concerned PDRRMC- Member Agencies and MDRRMCs for verification and validation. The information will then be processed by the PDOC into an official PDRRMC Report for the information of key stakeholders upon verification.

The PDRRM Office being the secretariat of the Council continues to improve its systems/ operation and coordination mechanisms in the PDOC. Through highly professional and competent workforce, the PDOC is able to provide services for a more effective disaster risk reduction and management.

Reporting is required to ensure proper monitoring and documentation of disaster occurrence and its effects on the population, properties, and environment. It also serves as a means of communication, basis for evaluation, and avenue for dissemination of activities to the public, keeping them abreast of the current situation.

The PDRRMC Report has the following objectives:

1. To process information received from various reliable sources and provide an analysis so that stakeholders get a clear picture of the magnitude of the situation as well as identify the gaps and emergency needs in addressing the requirements of the affected population.
2. To reduce the risks and effectively manage the consequences of disasters and ensure “near/ real-time reporting”.
3. To recommend appropriate actions to be undertaken in order to expedite the decision-making process.
4. To capture and store useful and valuable data/ information in various forms for statistical purposes and to serve as a basis for decision-making by responsible authorities, readily-available for sharing and dissemination to all concerned.

A. POLICIES/GUIDELINES IN REPORTING

1. POLICIES/ GUIDELINES IN REPORTING:

1. The DRRMCs from the provincial down to the local level shall ensure that all major and minor incidents, both natural and human-induced are:
 - a. Monitored
 - b. Recorded
 - c. Documented
 - d. Reported
2. The Provincial DRRM Office of La Union shall:
 - a. Automatically determine if incidents are worth reporting following the criteria for reporting incidents. If so, ensure that they are reported on a near real-time basis for the immediate information of:
 - NDRRMC Executive Director (cc: CDDA, CDEXO)
 - Chairperson, RDRRMC
 - Provincial Governor
 - b. Consolidate all reports gathered from PDRRMC member-agencies and local DRRMCs and subsequently translate it into an Official Regional DRRMC

Report, Reports from Provincial DRRMC member-agencies and Local DRRMCs shall not be forwarded directly to RDRRM Operations Center without proper **analysis**, consolidation, and verification of information.

- c. Report incidents which require decision-making by higher authorities through the fastest means of communications:

- Short Messaging System (SMS)
- Facsimile
- Telephone
- Email

3. All planned events/ observance which have the potential for an emergency situation shall be:

- a. Closely monitored
- b. Documented
- c. Reported by concerned DRRM Operations Centers

4. New entries/ updates in a progress and situational report shall be typed in **bold and in blue**

B. REPORTING MAJOR AND MINOR INCIDENTS AT THE PDOC

MAJOR INCIDENT CATEGORY with any of the following conditions:

A. Criteria:

- 1) At least 10 persons died in the incident, with or without report of injuries and missing.
- 2) At least 10 injured and/ or 10 missing without report of deaths.
- 3) At least 50 families or 250 persons are affected and/or displaced
- 4) At least 50 houses damaged (partially/ totally).
- 5) At least more than PhP5, 000,000.00 worth of damage to the means of livelihood, shelter, critical infrastructures, major roads and bridges, agricultural production, as well as disruption to lifelines (water, electricity, transport, and communication systems) which cannot be restored within 24 hours

- B. When there is a call for assistance for disaster operations by LGUs to PDRRMCs.

- C. When there is a need for the declaration of affected areas under a State of Calamity either by the Local Sanggunian or by the President of the Republic of the Philippines.

- D. An incident of suspected case of communicable disease which can possibly cause an outbreak shall fall under the major incident category when there is clustering of cases in a given area or among specific group of people over a particular period of time, regardless of the number of deaths or hospitalized persons as validated by the Department of Health.
- E. A slow-onset condition such as drought affecting at least 40% of the agricultural productive area, or as confirmed by the Department of Agriculture, severely affecting low-income farmers as certified by RDANA team conducting socio-economic indices in an entire province.
- F. Volcanic activity, earthquake incidents, tsunamis, severe weather bulletin of tropical cyclones with or without effects (casualty or damages incurred), chemical/ biological/ radiological/ nuclear/ emergency (CBRNe) incidents, shall automatically fall under major incidents and reported to the RDRRMOC through fastest means of communications (SMS).
- G. All reports on major incidents (including progress/ updates) submitted by MDRRMCs and PDRRMC Member Agencies shall be reported in the form of a Memorandum for the OCD Regional Director thru the RDRRMOC or any Senior Official authorized by the latter thru facsimile and email (lu.pdrmmc_rescue@yahoo.com) upon review and approval of the Provincial DRRM Officer.

MINOR INCIDENT CATEGORY with any of the following conditions:

- A. All incidents reported that are considered to be important BUT did not satisfy the criteria¹ shall be consolidated together with major incidents by respective regions to be submitted semi-monthly (every 1st and 16th day of the month) to the OCD Operations Division for database/ statistical purposes.
- B. Updates of an incident report should be submitted to RDRRMOC.

2. REPORTORIAL REQUIREMENTS

MDRRMCs and PDRRMC Member Agencies shall submit the following reports to PDOC:

- 1. **Initial Report** to be submitted within two (2) hours to confirm whether the incident has actually occurred. It includes information on what, when, where, why and how the incident happened, and what steps were initially taken.
- 2. **Situation Report (SitRep) including Preparedness Measures** in cumulative form shall be submitted by PDRRMC Member Agencies and MDRRMCs to the PDOC whenever there are updates. It shall indicate the prevailing situation, consolidated

effects, emergency response, and issues and concerns with corresponding recommendations (if applicable). Subsequently, PDRRMC SitRep shall be submitted to the RDRRMOCat the prescribed coverage and time of releases as indicated in the periodic submission and release of reports.

3. **Final Report** is the summary of previous reports with lessons learned two (2) weeks after the termination of disaster operations taking in consideration of the following but not limited to:

- Majority of severely affected areas in bunkhouses, initial resumption of business activity;
- Partial restoration of electricity, power and water, and there is predictability and manageability of the situation with **complete and cumulative information/ statistics/ documentation** of effects (damages, affected population, affected lifelines, casualties, assistance provided, etc.); and /or
- Disaster operation activities (photos/ pictures, declaration of state of calamity with resolution, **damages and needs analysis/ assessment** reports, narrative reports, etc.) in disaster-affected areas for record purposes or future references.

4. **REPORTING CASUALTIES, AFFECTED POPULATION AND DAMAGES**

Report on casualties, affected and/or displaced population and damages shall be submitted per municipality supported with brief description and analysis:

1. Casualties (dead, injured, missing WITH IDENTITY)

Casualties	Provincial Level	Regional Level	National Level
Dead	• Official consolidated report from DILG Provincial Office	• Official consolidated report from DILG Regional Office	• Official consolidated reports from DILG Central Office
Injured	• Official consolidated report from DILG Provincial Office	• Official consolidated report from DILG Regional Office	• Official consolidated reports from DILG Central Office • Official consolidated RDRRMC report thru OCD Regional Offices
Missing (identified)	Official and consolidated report from DILG Provincial Office	Official and consolidated report from DILG Regional Office	Official and consolidated report from DILG Central Office

Table 8: Reporting Casualties

- a. The DILG Regional Office, with the support of other agencies and offices, through the approved Guidelines on the Management of the Dead and Missing Persons (MDM), shall submit the official consolidated report on casualties and shall be the source of the RDRRMOC.
 - PDRRMOs must still ensure that the identity and number of reported deaths were reconciled, validated, and confirmed by DILG Provincial Offices before reporting to RDRRMOC.
 - DILG Provincial, upon submission of reports to DILG Regional Office, must ensure that same report is provided to PDRRMCs
 - ONLY reported missing persons WITH IDENTITY will be reflected in the PDRRMOC SitRep. However, MDRRMOCs may still reflect the number of missing persons (w/o identity) with an intent only to provide advance information to the PDOC
 - The number of unidentified dead casualties can be reported/ noted “*subject for validation/confirmation*”
 - Reporting casualties to the media – prior to an interview and/ or disclosure of update on casualties thru local media and social media (e.g. Facebook and Twitter), MDRRMOCs must ensure first that the PDRRM Officer thru the PDOC is well informed/ updated and that the PDRRM Officer have permitted disclosure of the information to the media at the provincial level. This is in order to avoid discrepancies in the report.
2. Population affected and/or displaced shall be:
 - a. Validated and confirmed by the Municipal Social Welfare and Development Office (MSWDO).
 - b. Subsequently, cross-checked by PDOC duty team and PSWD-Disaster Response Operations Monitoring and Information Center (DROMIC) personnel.
3. Cost of damaged submitted by LDRRMOCs shall be:
 - a. Reconciled by MDRRMOCs with the local engineering office, POE, OPAg, DepEd, PHO, and DILG before reporting to PDOC.
 - b. Subsequently, cross checked by the PDOC duty team and the Provincial Engineering Office (infrastructure), Office of the Provincial Agriculture (agriculture), DepEd (education), and Provincial Health Office (health) duty personnel.

F. PROCEDURES FOR REPORTING INCIDENTS

1. The concerned Local DRRM Office shall submit a report to the MDRRMOC OpCen based on the initial assessment result conducted by the LDRRMOCs.
2. The MDRRMOC shall submit a report to the PDOC via SMS, fax, and email.
3. PDOC shall:
 - Report all monitored major incidents immediately to the PDRRM Officer via SMS.

- All Disaster/ Incident Reports (Incident Monitored Report/ Initial Report) shall be sent to the PDRRM Officer. **No reports shall be released without the approval/ clearance of the PDRRM Officer.**
 - Send the approved Memorandum to the RDRRMOC and respective concerned agencies through fax and email.
 - Upload the PDRRMC Update to the PDRRMC social media for information and reference of the media and general public
4. Procedures/ process in the approval and release of reports during normal (white) condition including week-ends and holidays:

Incidents Monitored

- a. Draft the incident monitored in the form of a Memorandum for the PDRRM Officer thru the PDOC, andMDRRMC Update.
- b. The report shall be then reviewed by the Operations Officer and subsequently forwarded to the PDRRM Officer. Inform the PDRRM Officer through text that the said report was already emailed for review.
- c. The Operations Officer shall sign the said report on behalf of the PDRRM Officer upon approval.
- d. The signed/ accomplished report shall be processed accordingly:
 - Scan the document.
 - Transmit the document via facsimile/ email to RDRRMOC.
 - Email the document to PDRRMC/ Executive Officers.
 - Upload the document to PDRRMC social media (if applicable, designated ICT personnel shall be responsible in the uploading).
 - Maintain a file copy of the document in the allotted/ designated folder.

Situational Report (SitRep)

- The drafted report, reviewed by the Operations Officer, should be emailed to the Provincial DRRM Officer for review.
- Inform the Provincial DRRM Officer through text that said report was already emailed for review and approval.
- The Provincial DRRM Officer, or the Operations Officer as per advised, shall sign the report upon review and approval.
- The signed/ accomplished report shall be processed accordingly:
 - Scan the document.
 - Transmit the document via facsimile/email to RDRRMOC.
 - Email the document to PDRRMC/ Executive Officers.
 - Fax and email the document to concerned agencies/MDRRMCs
 - Upload the document to PDRRMC social media (if applicable, designated ICT personnel shall be responsible in the uploading)
 - Maintain a file copy of the document in the allotted/ designated folder

5. Subsequent periodic reporting:

A subsequent periodic reporting/ system must be followed to ensure uniformity of timely reporting by the PDOC to stakeholders during emergency condition (Blue and Red Alert Status).

TIME	RDRRMCs and PDRRMCs	NDRRMOC
	Not later than (NLT) 3:00 AM	6:00 AM
<u>1st WEEK</u> of DISASTER OPERATIONS (every 6hours)	Not later than (NLT) 9:00 AM	12:00 NN
	Not later than (NLT) 3:00 PM	6:00 PM
	Not later than (NLT) 9:00 PM	12:00 MN
<u>AFTER A WEEK</u> of DISASTER OPERATIONS (every 12 hours)	Not later than (NLT) 3:00 AM	6:00 AM
	Not later than (NLT) 3:00 PM	6:00 PM
<u>AFTER 2 WEEKS</u> of DISASTER OPERATIONS (once a day)	Not later than (NLT) 3:00 AM	6:00 AM

Table 7.1: Subsequent Periodic Reporting

TIME	RDRRMOC	PDRRMOC MEMBER-AGENCIES/ PDRRMCs
	3:00 AM	Not later than (NLT) 2:00 AM
<u>1st WEEK</u> of DISASTER OPERATIONS (every 6hours)	9:00 AM	Not later than (NLT) 8:00 AM
	3:00 PM	Not later than (NLT) 2:00 PM
	9:00 PM	Not later than (NLT) 8:00 PM
<u>AFTER A WEEK</u> of DISASTER OPERATIONS (every 12 hours)	3:00 AM	Not later than (NLT) 2:00 AM
	3:00 PM	Not later than (NLT) 2:00 PM

AFTER 2 WEEKS of
DISASTER OPERATIONS 3:00 AM
(once a day)

Not later than (NLT)
2:00 AM

Table 7.2: Subsequent Periodic Reporting

NOTE: The subsequent periodic reporting/ system at the RDRRMOC may change upon the discretion/ directive from the Office of the President (OP), Chairperson, NDRRMC and/or Executive Director, NDRRMC.

Reports that are not submitted on the prescribed time of submission shall not be included in the report but will be included in the next issuance instead.

6. Accountability and Liability (SitRep):
 - a. Concerned MDRRMCs/ PDRRMC Member Agencies shall **SUBMIT A CONSOLIDATED OFFICIAL REPORT TO THE PDOC:**
 - Reports from LDRRMC Member Agencies
 - Reports from City and Municipal DRRMOs
 - Reports from Local Chief Executives (LCEs)
 - Media interviews/ press releases
 - Report via SMS
 - b. Report relayed thru SMS and/or phone calls are discouraged. However, in instances where significant update/ report needs to be relayed to or required by the RDRRMOC, immediate inclusion in the next SitRep should be upon discretion of the PDRRM Officer
 - c. **Declaration of State of Calamity-** MDRRMCs are required to review and obtain a copy of the official resolution prior to its inclusion in the SitRep. PDOC shall be provided with a copy of the resolution which will be submitted to the RDRRMOC as attachment to the SitRep.
 - d. MDRRMCs/ PDRRMC Member Agencies are responsible in the validation of all information prior to its submission to the PDOC:
 - Related incidents that lack information.
 - "Alleged" and "Unconfirmed" reports.

IX. MEETINGS, CONFERENCES, MEDIA MANAGEMENT AND THE SOCIAL MEDIA

A. Meetings

1) Pre-Disaster Risk Assessment (PDRA) Meeting

Operations Division shall spearhead the facilitation of PDRA Meetings (Core Group/ Extended) with the Operations Officer in order to capture important points discussed, instructions, directives and agreements.

2) Emergency Meeting (during Emergency Condition)

The facilitation of Emergency Meetings shall likewise be spearheaded by the Operations Section with support from other PDRRMO Divisions:

- Operations Division shall accomplish the necessary documents (e.g. Notice of Meeting, Provisional Agenda, and Purchase Request)
- Concerned PDRRMO Divisions shall facilitate the Financial, Administrative, and other Logistical Requirements.
- PDRRM Council Members at the PDOC shall coordinate with their respective offices re Emergency Meeting.

B. Conferences

1. Press Conferences

Facilitation of Press Conferences and media coverage will be spearheaded by the Operations Division during Blue Alert and shall support the Philippine Information Agency (PIA) during Red Alert Status.

The press conference should be facilitated by the designated PIA/ PDRRMO personnel other than the Presider/ PDRRM Officer, to brief and manage the media, as well as the proceedings. The facilitator shall ensure that the media will be given ample time to ask questions.

Area for press conference will be identified and established by the Operations Division with other concerned PDRRM Office Divisions.

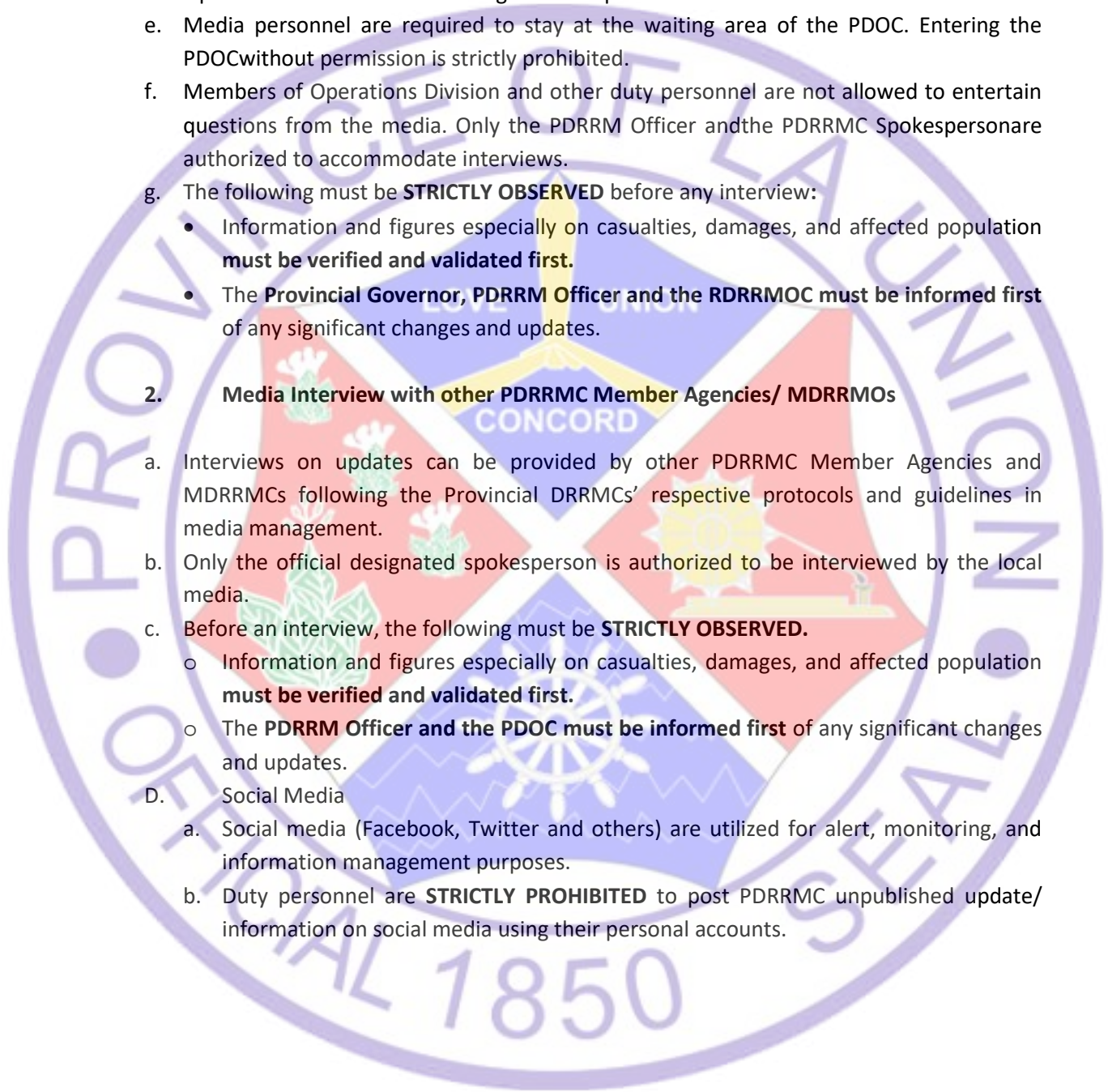
2. Video Conferences

Operations Division and the designated ICT personnel is responsible in setting-up appropriate/ applicable video conference system, inter-operable with RDRRMC and concerned MDRRMCs/ PDRRMC Member Agencies.

C. Media Management

1. Media Interview and Coverage at the PDOC

- a. Media personnel are strictly not allowed in the working area of the PDOC in order to avoid unwanted/ untimely disclosure of information that still require further verification and validation. They shall stay at the designated area for the media.
- b. Requests for media coverage inside the PDRRMC facility shall be coursed through the PIA or Operations Section for approval of the Provincial DRRM Officer/ Operations Officer

- 
- c. Recording of videos/ taking of pictures, media staff and crew will be guided accordingly by the PIA / Operations Division observing the restrictions inside the PDOC
 - d. Setting-up of electronic field production (EFP), other media equipment connected to the Outside Broadcasting (OB) Van and others must be approved and supervised by the Operations Division and the designated ICT personnel.
 - e. Media personnel are required to stay at the waiting area of the PDOC. Entering the PDOC without permission is strictly prohibited.
 - f. Members of Operations Division and other duty personnel are not allowed to entertain questions from the media. Only the PDRRM Officer and the PDRRMC Spokesperson are authorized to accommodate interviews.
 - g. The following must be **STRICTLY OBSERVED** before any interview:
 - Information and figures especially on casualties, damages, and affected population **must be verified and validated first.**
 - The **Provincial Governor, PDRRM Officer and the RDRRMOC must be informed first** of any significant changes and updates.
 - 2. **Media Interview with other PDRRMC Member Agencies/ MDRRMOs**
 - a. Interviews on updates can be provided by other PDRRMC Member Agencies and MDRRMCs following the Provincial DRRMCs' respective protocols and guidelines in media management.
 - b. Only the official designated spokesperson is authorized to be interviewed by the local media.
 - c. Before an interview, the following must be **STRICTLY OBSERVED.**
 - Information and figures especially on casualties, damages, and affected population **must be verified and validated first.**
 - The **PDRRM Officer and the PDOC must be informed first** of any significant changes and updates.
 - D. Social Media
 - a. Social media (Facebook, Twitter and others) are utilized for alert, monitoring, and information management purposes.
 - b. Duty personnel are **STRICTLY PROHIBITED** to post PDRRMC unpublished update/ information on social media using their personal accounts.

ANNEX C2: STANDARD OPERATING PROCEDURE



911 LA UNION PUBLIC SAFETY ANSWERING POINT

The Standard Operating Procedures and Guidelines (SOPG) seeks to establish main protocols and operational procedures to set standard behavior among members of the 911 La Union Public Safety and Answering Point (PSAP) whenever on the course of their official duties and whenever engaged in any dispatch operations.

These procedures (SOPGs) shall also form the main guidelines and policies for Staff and LUR volunteers. The SOPGs follows the Province Government of La Union (PGLU) Code of Conduct and therefore are bound to its legal mandate and policies.

The 911 La Union PSAP is a 24/7-dispatch unit of the Provincial Government of La Union (PGLU) dedicated to receive distress calls and activate medical and rescue assistance to victims of emergency and disaster. The 911 La Union PSAP mobilizes responders that provide lifesaving procedures used in both medical and trauma incidents caused by natural or man-made hazards that pose a threat to people and environment. The emergency telecommunicators take all the necessary information from the caller while at the same time providing expert or guided advice to help the person in an emergency survive until help arrives.

The 911 La Union PSAP maintains 24/7 duty hour on two (2) twelve-hour shifts – from 8:00 AM to 8:00 PM and 8:00PM to 8:00AM (the following day). The PGLU maintains a 24-hour monitoring and dispatch office through the 911La Union PSAP of the PGLU, stationed at Provincial Capitol, Aguila Road, Barangay II, City of San Fernando, and La Union. The 911 La Union PSAP is responsible for monitoring calls and reports relating to impending emergency or disaster. It is also responsible for dispatching and mobilizing the responders of La Union for emergency response aid and deployment.

The 911 La Union PSAP shall be deploying responders following the below disclosed general response criteria:

1. Any emergency and disaster situations caused by human or those naturally occurring;
2. Any life threatening cases requiring medical/pre-hospital care and rescue assistance in vehicular extrication, water emergencies, fire incidents and high angle operations.
3. A request received from an individual or group for medical assistance, including ambulance service or search and rescue assistance (domestic animals included);
4. Any situation that may threaten an individual's safety or security.

The following should be strictly observed as the standard operating procedures and guidelines for the 911 La Union PSAP:

I. GUIDELINES

Qualification/Requirements of a 911 Emergency Telecommunicator

- Graduate of any college degree;
- Ability to communicate very well and effectively (inter-personal communication);
- Physical and Mentally Fit;
- Willingness to work fulltime but with minimal supervision;
- Interested applicants shall submit a copy of the following
 - ✓ Application Letter (2 copies)
 - ✓ Personal Data Sheet – CSC Form 212 (3 copies)
 - ✓ Diploma & transcript (Original and 1 photocopy)
 - ✓ NBI Clearance
 - ✓ Medical Certificate
 - ✓ Marriage Contract/Certificate (if married)
 - ✓ 1 long folder with fastener
 - ✓ 3pcs passport size photo

For purposes of meeting the minimum requirements of the operations of the 911 La Union PSAP, all 911 personnel must undergo the following Training Courses:

- Emergency Telecommunicators Certification Course (IAED)
- Emergency Medical Dispatch Course (IAED)
- Emergency Fire Dispatch Course (IAED)
- Emergency Police Dispatch Course (IAED)
- Basic Incident Command System Course (NDRRMC)
- Incident Command System - Integrated Planning Course (NDRRMC)
- Medical First Responder Course
- Critical Incident Stress Management Training

- Cosmocall Technical Training (PLDT)
- Government Radio Operator Training (NTC)

II. DUTIES AND RESPONSIBILITIES

1. The La Union 911 PSAP is a 24/7 duty on two (2) twelve-hour shift schedules;
2. Official scheduled duty hours is: 8:00 AM to 8:00 PM (morning), 8:00PM to 8:00 AM the following day (night);
3. For incoming 911 La Union PSAP duty personnel, a grace period of 10 minutes from time of duty will be given for late arrival. Sanction of late personnel under the Civil Service Policies shall be strictly implemented;
4. Upon takeover of duty, proper endorsement from the outgoing Team Leader/Shift Supervisor and 911 Emergency Telecommunicator must be given to the incoming duty and 911 General Supervisor;
5. Duty personnel appointed by the shift supervisor shall conduct an inventory of equipment and accomplish the complete the checklist after every response;
6. Duty personnel shall also conduct a test run of all equipment to ensure that they are in good working conditions;
7. Non-operational equipment shall be immediately reported and taken actions;
8. Cleanliness of all equipment shall be the main responsibility of the duty members;
9. At the end of a duty tour, a report must be submitted to the 911 General Supervisor and a copy of the report must be given to the Provincial Disaster Risk Reduction and Management Office;
10. All 911 La Union PSAP personnel including Team Leaders/Shift Supervisor shall have a "Performance Rating" (written) every last Friday of the month to gauge his/her knowledge and effectiveness;
11. The given duty schedule must be strictly obeyed and followed, unless a conflict from other official PGLU schedules signed and allowed by the Human Resource and Management Division (HRMD) requests should be at least five (5) days before the scheduled absences;
12. No personnel will be allowed to take the duty of any other member without an approval of the 911 General Supervisor/HRMD;
13. In case of an open slot in the duty or absence duty personnel, the 911 General Supervisor/Shift Supervisor has the right to fill-up the open slot if a member requested or is willing to take the open slot;
14. No walk-in duty will be allowed except for those who have pending make up duties that would fill up open slots and/or absence duty personnel but must seek approval to the duty 911 General Supervisor;

15. In case of emergency and whenever personnel on duty requires leave from his/her post, prior approval will be given if the reason for leaving post is valid;
16. The 911 La Union PSAP personnel must comply with the given schedule. Strict compliance with the given schedule must be observed. Failure to comply shall result in sanctions;
17. In case of a member intending not to render duty or who requires a leave of absence/vacation, he/she must submit a written letter to the General Supervisor/ HRMD;
18. All members, including staff and volunteers, are to follow the established 911 Standard Operation Procedures and PGLU Code of Ethics. Failure to do so will result to appropriate punishment;
19. Dress codes including the wear of proper uniforms must be observed during duty. However, should uniforms prescribed is not yet available, personnel should wear shirt and pants suitable for office;
20. Cellphones and other mobile devices of 911 La union PSAP duty personnel shall be surrendered to their Shift Supervisor at the start of their tour of duty and shall only be claimed during breaks or at the end of the shift.
21. In case of complaints or grievances against co-members, a written letter must be submitted to the 911 General Supervisor. Verbal or anonymous complaints will not be considered. An Ad-hoc Committee will be created to properly investigate and handle the complaint;
22. In case a member violated any part of the given PGLU Code of Ethics and Standard Operation Procedures, the 911 General Supervisor must submit an incident report to the Office of the Provincial Governor (OPG) before actions against the member can be taken;
23. All 911 La Union PSAP personnel shall compulsory attend their monthly meeting, which is schedule for every last Friday of the Month.

Specific Duties:

1. General Supervisor

- Prepares and makes recommendations regarding all programs and activities of the 911 La Union PSAP, and submits them to the PDRRM Office;
- Acts as OIC (Officer In-Charge) and arrange tour of duty for the unit.
- Implements or supervises all activities and programs of the 911 La Union PSAP;
- Performs other responsibilities assigned by the Provincial Disaster Risk Reduction and Management Office.
- Shall directly report the status and concerns of members during his/her tour of duty to the 911 La Union PSAP; and

- Ensures that the responsibilities of the unit are fulfilled.

2. Shift Supervisor/ Team Leader

- Orients team members on duty to their assign tasks such as logistics, rotational monitoring and preparation of the duty forms;
- Prepare 911 La Union PSAP Duty reports and submits the reports prior to the termination of the duty tour; and
- Performs other responsibilities directed by the 911 General Supervisor.
- Reports directly to the 911 General Supervisor on duty during his/her schedule;
- Is responsible for the safety of his/her team;
- Ensures regular check-ups and ensures that the equipment and tools are in good working conditions;
- Informs the 911 General Supervisor of their dispatches and keeps communication constant while on operating duty,
- Orients team members of their functions and responsibilities during their duty tour;
- Prepares and submits all reports regarding the termination of duty; and
- Performs other responsibilities as directed by the 911 General Supervisor.

3. Emergency Telecommunicator/ Agent/ Member

- Reports directly to his/her respective Shift Supervisor/ Team Leaders;
- Must report to duty ten (10) minutes before the duty schedule;
- Must strictly follow the chain of command;
- Is responsible for the security of assigned equipment and tools;
- Assists in the execution of the Shift Supervisor/ Team Leader's task;
- Ensures that assigned equipment and tools are fully operational;
- Members must conduct thorough inspection of equipment based on the assigned Maintenance Schedule;
- Must maintain a good rapport between 911 La Union PSAP co-members;
- Must act according to the PGLU Code of Ethics; and
- Performs other responsibilities as directed by the respective Shift Supervisors/ Team Leaders.

III. RECEIVING DISTRESS CALLS and MOBILIZATION

1. Personal phone calls (landline and mobile) using the Cosmocall is **STRICTLY PROHIBITED**. Should there be any need to do so (due to emergencies) inform the General Supervisor or Shift Supervisor present for approval;
2. All 911 La Union PSAP personnel shall **observe telephone courtesy at all times**, regardless of who the callers are:
 - a. Answer promptly (by the 2nd ring).
 - b. Maintain a pen and paper near the phone.
 - c. Before picking up the receiver, end any other side conversations and ignore distractions.
 - d. Never talk with anything in your mouth.
 - e. Be sensitive to the tone of your voice.
 - f. Be polite and courteous.
 - g. Always **identify yourself/office** and ask **where the emergency at the beginning of all calls is**. Ask for landmarks to pinpoint exact location.
 - h. Respectfully request for the caller's name and **call back number**.
 - i. Address the caller properly (i.e, Ma'am, Sir, Ms. and/ or Mr.).
 - j. Address a caller by his or her first name to build rapport and reduce the caller's anxiety.
 - k. Listen carefully to the message of the caller. You may repeat his/ her message for verification and clarification.
 - l. **Speak clearly and calmly.**
 - m. Always ask if you can put the caller on hold.
 - n. Never leave the person on hold for more than a few seconds or they may become upset and hang up.
 - o. After getting incident information, **DISPATCH RESPONDERS IMMEDIATELY!**
3. Fill up a **Dispatch Order Slip** (Appendix A) after mobilizing a response unit. The **Responding Unit Guidelines** (Appendix A) will guide the emergency telecommunicator on which responding unit to dispatch;
4. If the emergency telecommunicator received a hang-up, silent or abandoned call, the call should be documented and a **mandatory call back** should be done for need verification;
5. If service is not needed, the call taker should note whom they spoke, the reason why 911 was dialed (e.g. misdial), and any other explanation;
6. All information whether it be a monitored information or an emergency call regarding a minor or major emergency situations, should be treated as a real emergency scenarios, unless verified as being unreal (i.e., hoax or a solved problem);

7. Attain **situational awareness** to identify current and potential problems. Seek and provide information to the caller before acting/dispatching. Communicate your situation awareness to all dispatched responders;
 - a. What incident has happened?
 - b. Is it ongoing? If not, how long has it been?
 - c. Does it still need prompt dispatch?
 - d. With whom are you speaking? Are they the victim? Or a witness?
 - e. Is the caller safe from any harm? If not, provide safety advice.
 - f. Has anyone been injured?
 - g. Is an ambulance needed?
 - h. Are children present anywhere at the scene? How many children?
 - i. Where are the children now?
7. While responders are en route, the dispatcher shall provide detail instructions to guide the client in the ongoing emergency until the responding unit arrives. The dispatcher shall also provide gathered information to the responding unit. See **Dispatcher Checklist** (Appendix B);
8. For **Safety and Security Emergency**, the dispatcher must seek the following information for the responding police unit:
 - a. Is the scene safe for the responding officer?
 - b. Are there weapons involved?
 - c. What kind of weapons? Specify.
 - d. Where are the weapons located?
 - e. Are any weapons present in the home?
 - f. Are there any victims?
 - g. How many victims? *Refer to **Medical and Trauma Emergency** guide questions.*
 - h. Who is the alleged offender?
 - i. Is the alleged offender present? If not,
 - j. Do you know where he might be?
 - k. Can you describe the alleged offender?
 - l. Can you give description of the vehicle used?
 - m. Where is the direction of travel?
 - n. Is the alleged offender under the influence of alcohol, drugs or medication?
 - o. What kind of substance are they under?
 - p. Have the police been to the address before?
 - q. Why have the police been there?
 - r. How many times have the police been there?
 - s. Are there pets or other animals at the scene?

- t. Are the pets any threat to the officer?
9. If it is a criminal incident, advise the caller not to clean up or otherwise change clothes or the scene until the responding officer arrives;
10. If sexual assault: the dispatcher shall advise the victim not to bathe or change clothing until the responding officer arrives;
11. For **Fire Incidents**, the dispatcher must seek the following information for the responding firefighter unit:
- a. Is the scene safe for the firefighter?
 - b. What structure is on fire?
 - c. Determine if residential, commercial or grass.
 - d. Are there any victims?
 - e. Are the victims trapped inside?
 - f. How many victims? *Refer to **Medical and Trauma Emergency** guide questions.*
 - g. Is there an alleged arsonist? If yes,
 - h. Do you know where he might be? *Refer to **Safety and Security Emergency** guide questions.*
 - i. Are there any close houses or structure?
 - j. Identify construction materials.
 - k. Is there any near source of water?
 - l. Identify water source.
 - m. Determine the distance of the water source from incident
 - n. Identify possible route for the firetrucks.
 - o. Is the route wide enough?
 - p. Determine alternative routes.
12. Call **Medical Director** if in doubt or situation becomes unclear.
13. Advise the caller: never to allow anyone enter a burning house or structure. Identify possible households that may be involved. Start Evacuation Immediately.
14. The dispatcher may guide the caller on how to use a fire extinguisher if available. Provided, the dispatcher knows the cause of fire and the type of fuel burning.
15. For **Medical and Trauma Emergencies**, the dispatcher must seek the following information for the responding emergency medical unit:
- a. Is the scene safe for the Emergency Medical Technician?
 - b. Determine if the incident is nature of illness or mechanism of injury.
 - c. Is the emergency life threatening?
 - d. Is the patient breathing?
 - e. Does the patient have pulse?

- 
- The official seal of the Province of La Union is a large, circular watermark in the background. It features a central shield with a sun, a star, and a gear. The shield is surrounded by a wreath. The words "PROVINCE OF LA UNION" are written in a circle around the shield, and "OFFICIAL SEAL" is written at the bottom. The year "1850" is also visible.
- f. What is the level of consciousness?
 - Alert
 - Voice
 - Pain
 - Unconscious
 - g. Is the patient exposed to extreme hot or cold environment?
 - h. **IMPORTANT NOTE:** if the caller's voice sounds raspy or if breathing sounds labored, ask caller:
 - Have you been strangled or choked?
 - Has your neck or throat been squeezed or hurt in any way?
 - Are you able to breathe normally?
 - i. If the caller answers **yes** to any of the above, if the caller's voice becomes more raspy, or if the caller is unable to speak, even if the caller does not complain of pain in the neck or throat area. Dispatch emergency medical unit immediately.
 - j. For **detailed medical assessment**, determine:
 - Sign and Symptoms
 - Allergies
 - Medications
 - Past and Present Medical History
 - Last oral intake
 - Event prior to incident
 - k. For **detailed trauma assessment**, determine:
 - Bleeding in any part of the victim's body
 - Is it still bleeding?
 - Are there any deformities
 - Can the victim feel or move his/her extremities
16. Assist the caller if the situation requires any of the following Basic Life Support Techniques (BLS) – Foreign Body Airway Obstruction Management, Rescue Breathing and Cardio Pulmonary Resuscitation. Follow **2015 American Heart Association CPR Guidelines**.
17. If bleeding heavily, that may cause the patient's life; assist the caller in performing major bleeding control techniques.
- Direct Pressure by clean cloth
 - Position bleeding site above the heart
 - Pressure points for arteries
 - Tourniquet as the last option for the lay rescuer
 - **DO NOT REMOVE IMPALED OBJECT**

18. For **Search and Rescue Emergencies**, the dispatcher must seek the following information for the responding Search and Rescue unit:
- Is the scene safe for the Rescue Technician?
 - Provide Situational Awareness and what rescue operation needed.
 - Are there first responders on the scene?
 - If vehicle is involved, provide:
 - How many vehicles were involved?
 - What type of vehicles?
 - Model and year
 - If vertical rescue, provide:
 - How many victims? Refer to **Medical and Trauma Emergency** guide questions.
 - What types of victims were involved?
 - Height and slope angle.
 - If water rescue, provide:
 - How many victims?
 - Cloth color if possible
 - What type of water? Swift or open?
 - Is it surface or underwater?
19. If first responders are not yet on scene, instruct caller to provide scene safety for the bystander. Advise caller to **NEVER** engage in technical rescue.
20. For **Acute Psychological Crisis** that seeks help in 911, the dispatcher must:
- Allow the caller to ventilate his/her feelings
 - Attain caller information and problem
 - Dispatch police if the situation poses danger to themselves or others.
 - Remember that every encounter is unique
 - The dispatcher alone have a responsibility to create rapport
 - Check your assumptions
 - Use adrenaline, Do not be ruled by it
 - Respond to people, do not react
 - Be patient and flexible with the caller
 - Avoid depersonalization and abstraction. Be specific and deal with people as individuals.
 - Use positive feedback when you least feel like it.
 - Do NOT provide false reassurance
 - Do NOT give unwanted advice
 - Do NOT use professional jargon
 - Do NOT use your authority
 - Do NOT use leading or biased questions
 - Do NOT use euphemisms or avoidance language

21. The Emergency Telecommunicator MUST keep the caller on the line until the responding unit arrives.
22. If a situation requires additional assistance, an alert will be sent by the 911 La Union PSAP through all means of communication to other responding unit in La Union;
23. The dispatcher must ensure that there is an establish **incident command system** for multi-agency operations to determine who is the incident commander. The dispatcher must acquire the name of the incident commander and his/her contact number.
24. Provide available history or data that may help the responding units. Communicate accordingly to the dispatched responders.
25. A Code and Alert level shall be established in order to properly inform the responding units.
26. The Codes and Alert Levels are:
 - a. Code 33: Any emergency that requires urgent response. It may be medical or trauma emergencies, or rescue assistance in high angle and water operations. Actions will depend on the alert level status;
 - b. Code 70: A fire alarm is raised. Actions will depend on the alert level status raised by the Bureau of Fire and Protection. Refer to **Run Cards** of Bureau of Fire Protection
 - c. Alert Level One: Information or report received about an emergency/disaster or an impending threat. This requires verification for reliability and accuracy of report to see whether such incident already happened or may happen. Rescue personnel on-duty is mobilized to verify the incident.
 - d. Alert Level Two: Information or report about the emergency/disaster event is confirmed. Assistance is needed and deployed of rescue personnel on-duty is advised to engage. Shift Supervisor should analyze degree and level of response requirements on the scene;
 - e. Alert Level Three: The situation in the emergency/disaster events progresses for the worse. Assistance and additional response unit is needed. Available rescue units are mobilized to augment the first dispatched unit;
 - f. Alert Level White: Situation is at low risk. Rescue personnel engaged in the emergency and disaster operations are advised to follow their local SOPs and protocols;

- g. Alert Level Blue: Situation is at high risk. Rescue personnel engaged in the emergency and disaster operations are advised to take high precautionary and security measures and possible evacuation to safety;
 - h. Alert Level Red: Situation is critical. Personnel need to pull out for safety.
- 27. The Shift Supervisor and 911 General Supervisor are the ones authorized to raise the alert code as needed, in coordination with the authorized personnel concerning safety;
 - 28. In the absence of the Shift Supervisor, the designated team leader should seek approval from 911 General Supervisor before raising the alert code as needed;
 - 29. Situations requiring specialized skills requires, alerting particular members of the Tactical Rescue Teams. The alert shall be done as quickly as possible for immediate mobilization of the team.
 - 30. All alert information shall not be the basis for immediate deployment unless verified as true. In case of an emergency call requiring assistance, proper information, such as type of the emergency, the present status; name, address and contact number of the caller must be acquired. The Operations Officer or the Team Leader on-duty shall analyze the situations and identify the level of response required in order to determine whether rescue deployment is necessary.
 - 31. All reports must be accomplished and submitted upon end of shift (not later than an hour). All reports must be accomplished in 911 La Union PSAP standard Reporting Format;
 - 32. The 911 La Union PSAP shall at all times exercise constant communication to the responding unit at the scene of emergency and shall monitor and record status or changes of status during the operation;
 - 33. Ensure that a copy of signed report be given to respective concerned offices and another copy for filing purposes.

IV. TOUR OF DUTY

The 911 La Union PSAP *initially* is composed of twelve (12) personnel rotating three (3) eight-hour shifts 24/7 including holidays. The unit will be *initially* managed by the 911 Operations Officer and shall be operated by four (4) team leaders and eight (8) members.

Roles and Responsibilities	Team Alpha	Team Bravo	Team Charlie	Team Delta
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Shift Supervisor	Staff 1	Staff 2	Staff 3	Staff 4
Member 1	Staff 5	Staff 7	Staff 9	Staff 11
Member 2	Staff 6	Staff 8	Staff 10	Staff 12
General Supervisor	Manages and supervises the staffs of the PSAP.			

Table 1. Team composition of the La Union 911 Dispatch Unit

Table 1 shows the composition of teams within the unit. There will be four (4) teams: Team Alpha, Team Bravo, Team Charlie and Team Delta. In every team, there will be a shift supervisor and two members – this will provide a more effective span of control and avoid micro management for the General Supervisor. The 911 General Supervisor will initially manage and supervise the PSAP until its full establishment.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
	AM	AM	AM	AM	AM	AM
	PM	PM	PM	PM	PM	PM
7	8	9	10	11	12	13
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
14	15	16	17	18	19	20
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
21	22	23	24	25	26	27
AM	AM	AM	AM	AM	AM	AM
PM	PM	PM	PM	PM	PM	PM
28	29	30	31			
AM	AM	AM	AM			
PM	PM	PM	PM			

Table 2. Tour of duty for the 911 La Union PSAP

Table 2 shows the regular rotation of duty. The sequence of duty will be morning-night, after two weeks schedule will switch; all morning duties will switch to night, all night will switch to morning. This will allow the personnel proper rest for a 24/7 schedule. This scheme will allow an average twenty three (23) working days and seven (7) off duties per month.

ANNEX D1: CONTINGENCY PLAN



PROVINCIAL CONTINGENCY PLAN FOR HYDROMETEOROLOGICAL HAZARDS: FLOOD, RAIN-INDUCED LANDSLIDE and STORM SURGE

EXECUTIVE SUMMARY

The Provincial Disaster Risk Reduction and Management Office of the Province of La Union aims to heighten and equip its municipalities to be disaster-ready as La Union is said to be one of the most disaster risk provinces in the country and is prone in terms of Hydro-meteorological Hazard such as flood, rain-induced landslide and storm surge.

As stated by the R.A. 10121 or known as the "Philippine Disaster Risk Reduction and Management Act of 2010, the PDRRMO of La Union will be responsible on the coordination, integration, supervision, monitoring and evaluation of its contingency plan to successfully implement on the entire province a unified plan for its municipalities and to maximize their manpower in order to minimize mass casualties and further damage on infrastructures.

As one of the provinces with much visited tourist spot, the PDRRMO devised a plan that will not only focus on the safety residents of its province but as well as the tourists. With this, the PDRRMO envisions the reduction of disaster losses in lives, and in the social, economic and environmental assets of the Province of La Union. The PDRRMO is also consistent with parallel effort to transform La Union the Heart of Agri-tourism by 2025.

PDRRMO CONTINGENCY PLAN GOAL - the provincial contingency plan for Hydro-meteorological Hazard plan is to provide effective, efficient, timely, and well-coordinated response mechanisms of the government in the occurrence of Hydro-meteorological Hazards.

PDRRMO PLAN PRIORITY PROJECTS - The PDRRMO Provincial Contingency Plan for Hydro-meteorological Hazards determines the impact on human lives, built-up areas, agriculture, critical infrastructures and environment response capabilities based on the severity when it comes to flooding, storm surge and rain-induced landslide. It is also shows the distribution of

manpower of all the municipality on the communities on the province as to coordination, command and control.

IMPLEMENTATION OF THE PDRRMO CONTINGENCY PLAN - The PDRRMO shall develop a standard monitoring and evaluation template together with the Technical Management Group. The stepwise monitoring and evaluation process includes the sub-component LGUs. To monitor and evaluate, the indicators will be used against targets and activities identified in each of the plan goals stated.

RESOURCE MOBILIZATION. At the provincial level, the following sources can be tapped to fund the various DRRM Programs and projects.

1. LDRRMF
2. Donor Funds

CHAPTER I. BACKGROUND

A. Introduction

La Union is situated on the North Western section of the Philippines; with the West Philippine Sea and the Lingayen Gulf on its Western Side. The Eastern Section of the province is the flatlands and the agricultural area predominantly mountainous but lower in contour than the Cordillera Mountain Ranges of Benguet and Mountain Province with a linear north and south arrangement. The province has 5 major tributaries which irrigates the agricultural lands of the province.

The province is composed of one (1) city and nineteen (19) municipalities and 576 barangays. The province has a total land area of 149,309 hectares and this represents 11.60 percent of the Ilocos Region's total land area and about 0.5 percent of the total land area of the country. According to the Philippine Statistics Authority (PSA) as of 2015 Census, the province has the total population of 786, 653, and registering a share of 16 percent of the total regional population.

With its geophysical features, La Union is considered to be prone to different natural hazards such as hydro-meteorological hazards which includes storm surges, rain-induced landslide and flooding. Based from PAGASA's record, 85 tropical cyclones crossed the Province of La Union 50 km from boundaries from 1948 to 2009.

B. Hazard Identification

B. 1. Flood

Flood is define as the temporary rise of the water level, as in a river or lake or along a seacoast, resulting in its spilling over and out of its natural confines onto land that is not normally covered by water. It is usually due to excessive rain or storm that overwhelm a river and send it spreading over the adjacent land or flood-plain. Coastal flooding occurs when a large storm or tsunami causes the sea to surge inland. Flashflood is a rapid kind of flood characterized by a great volume of water in a short duration.

During an occurrence of a typhoon or a severe heavy rain, flooding is experienced in the province, affecting almost the entire area. River systems overflow covering the nearby municipalities resulting to flooded areas, like Amburayan River, affecting Bangar and Sudipen; the Borbor River flooding the barangays of Rimos in Luna and some barangays in the municipality of Bangar; Baroro River affecting San Juan and Bacnotan; Naguilian River affecting Bauang and Naguilian; Aringay River flooding the eastern barangays along with Alaska, Samara, Poblacion, Sta. Lucia and Dulao; and the Bued River which overflows some areas of Rosario.

Urban flooding is commonly experienced in the City of San Fernando and even in other municipalities due to clogged drainage system.

Based on past events and assessment conducted by the DOST-PAGASA, 11 eleven municipalities has been identified as highly susceptible to flooding which includes Sto. Tomas, Santol, Sudipen, Tubao, Bangar, City of San Fernando, Bauang, Pugo, Rosario, Burgos and Luna. Caba, San Gabriel, Agoo, and Bagulin have moderate to high susceptibility to flooding, while Naguilian and Bacnotan have low, moderate to high susceptibility, Balaoan and Aringay have low to high susceptibility. San Juan has low to moderate susceptibility.

Past Flood Events			
Description	LGUs Affected	Families/Persons Affected	Impacts
Typhoon Ramil (Signal No. 2) on October 22, 2009	4 Muns./10brgys.	363 families (1,263 persons)	No reported fatalities/damages to properties
Typhoon Pepeng Signal No. 3) on Oct 2, 2009	20 LGUs/576 bgys.	69,657 families (316,448 persons)	Dead=45; Injured=87; Missing=8Totally Damaged houses = 2,042 Infrastructure = P 95,000,000 Agriculture = P 642,289,578
Typhoon Emong (Signal No.3) on May 6, 2009	15 Muns. /308 brgys.	16,014 families (72,639 persons)	Dead=3; Injured=19 Totally Damaged houses = 2,203 Infrastructure = P 18,721,000 Agriculture = P 10,761,387
Typhoon Karen (Signal No. 2) on August 19, 2008	10 Muns./ 74 brgys.	3,621 families (14,519 persons)	Dead=1; Injured=1 Infrastructure = P 16,743,920 Agriculture = P 901,000
Typhoon Helen (Signal No. 2) on July 15, 2008	2 Muns./15 brgys.	860 families (4,302 persons)	No reported fatalities and damages to properties
Typhoon Cosme (Signal No. 2) on May 17, 2008	18 Muns./224 brgys.	18,169 families (92,381 persons)	Dead=5; Injured=14 Totally Damaged Houses = 1,881 Agriculture = P 60,383,655

Typhoon Dodong on August 8, 2007	8 Muns.	322 families (1,320 persons)	Totally Damaged houses = 3 No Fatalities reported
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Table 1. Past Flood Events

B. 2. Rainfall-induced Landslide

Too much rain due to severe typhoons caused landslides in some areas in the province render roads unpassable. A mountain barangay in the City of San Fernando had experienced moderate slides and a case of eight (8) families perished in Bagulin during the typhoon "Peping".

Municipalities has been classified their susceptibility of the occurrence of Rain-induced Landslide based on their topography. Bangar, Santol, Sudipen, City of San Fernando and Burgos has been classified as High Susceptible; Bagulin was classified Moderate to High; Low, Moderate to High Susceptible are the municipalities of San Gabriel, Naguilian, Caba, Bauang, Bacnotan, and Aringay; while the municipality of Balaoan has been classified as Moderate. (see map)

B. 3. Storm Surge

The western portion of the province is the coastal area which are consist of 12 municipalities, which is susceptible to the occurrences of a storm surge. Other interior municipalities such as San Gabriel, Naguilian, and Sudipen is also affected due to its adjacency to the 3 major river systems in the province.

Based on past events, the province had experience 2 storm surge affecting the towns of Sto. Tomas, Aringay, Caba, and Bauang. The other case has affected the municipality of Aringay.

C. Hazard to Plan: Hydro-Meteorological Hazards

Since the province is prone to typhoons and other related hazards; the hazard to plan for this contingency plan are the hydro-meterological hazards: Flood, Rain-induced landslides and storm surge. The most recent occurrence of this phenomenon is the Typhoon Gorio and Huaning which hit the province of La Union on 25th of July 2017. It caused heavy rains across the province which lasted until July 30, 2017. This has triggered floods, storm surge and landslides in the different areas of the province. A total of 984 families or 4,062 person were affected in the municipalities of Bacnotan, Bauang, Santol, San Gabriel, Naguilian, Aringay, Balaoan, Bagulin, Luna, City of San Fernando and Caba. Damage on agriculture costs to Php 2,421,196.25 while damage of infrastruacted amounts to Php 184, 860, 000.00

- Storm Surge has been reported in the coastal barangays of the City of San Fernando,

Balaoan, Bacnotan and Bangar.

- Landslides were also reported in the 2 barangays of San Fernando City, 1 barangay in Sudipen and Naguilian.
- Flooded areas were reported in the 18 areas of San Fernando, Bangar, Tubao, Aringay, Luna and Balaoan.

In the Local Government level, the LDRRMCs are responsible in giving timely alerts and weather warning messages to the public and senior management at the provincial and regional government to facilitate monitoring of situation and decision making; the LDRRMCs are also deployed to carry out rapid assessments in the affected barangay.

D. Scenario and Affected Population

The contingency plan is intended for each type of hydro-meteorological hazards: Flood, Storm Surge and Rain-induced landslide that leads to disaster or calamity which will affect the province of La Union.

D. 1. Flooding

Population. Considering the occurrence of flood at a worst case or a rare event, the PAGASA threshold of 480 mm. of rainfall per day may affect the whole province in general. Among the municipalities of La Union, Bangar and Luna will likely be the most affected in terms of flooding with an affected population of 24,455 and 24,850 respectively or 70 percent of their total population. However, most number of population affected will likely be in the City of San Fernando being the regional capital and business center of the province at 43,835 exposed population or 38 percent of its total population.

Built-Up Areas. The built-up areas of the lone City of San Fernando and 17 municipalities will be prone to flooding. About 60.75 percent of the total built-up area of 11,355 hectares will be affected in the case of flooding.

Agriculture. The agriculture sector in the lone city and 19 municipalities of the province will be prone to flooding wherein 62 percent of the total agriculture area will be affected. Three indicators which include the vulnerability of crops, the presence of early warning device/access to flood forecasting information and the access to flood control and drainage facilities in agricultural areas were used to determine the vulnerability of every municipality/city to flooding.

Critical Infrastructures. In the event of flooding in the province, 18 municipalities and the lone city will be affected by flooding (with the exclusion of Burgos, an upland municipality) in terms of its critical infrastructures. A total of 27 schools will be affected by flooding in the entire province wherein the municipality of Bauang will have the highest number of affected at 6 schools. The province will also incur risk to its government centers with 18 municipal/city halls exposed to flooding. The municipality of Aringay will be the most affected because of its proximity to the river system, followed by the municipalities of Pugo and Bauang. Three district hospitals out of the 8 hospitals will be affected by flooding in the province.

As for road network, a total of 255.90 km or 54 percent of the total road network of the province will be affected, wherein 117.67 km form part of the national road network and 138.23 km of the provincial roads. In a rare event of flooding, 26.08 km national road and 32.42 km provincial in the highly susceptible areas will be affected. Among the 65 bridges along the national and provincial roads in the province, 32 of which will be affected by flooding.

D. 2. Rain-induced Landslide

Population. Around 463,024 persons or 62 percent of the total population of the province will likely be affected in terms of rain-induced landslide. The upland municipalities of San Gabriel affecting 12,800 persons or 77 percent of its total population, Burgos affecting 75 percent of its population and Santol with a 70 percent affected population will likely be the most affected in terms of population exposure percentage in highly susceptible areas.

Built-up Area. Slope stabilization measures used, building condition and the zoning regulation were the indicators used in the process to measure the vulnerability when it comes to rain-induced landslide. For the province of La Union, 31 percent of the total built-up area will possibly be affected and will incur very low risk up to moderate risk.

Agriculture. The predominantly hilly terrain of the province made it prone to rain-induced landslides that may cause damage to the agriculture sector. Thirty one percent (31%) of the total agriculture area will be affected and will experience a very low risk up to moderate risk.

Critical Infrastructures. The province is said to be prone to rain-induced landslide because of its hilly terrain and that may cause damage to critical infrastructures. Result of vulnerability assessment

Burgos and Bagulin will incur the highest risk to their municipal hall if rain-induced landslide will occur. Four hospitals in the province will be affected by rain-induced landslide. These are the Caba District Hospital, Balaoan District Hospital, Santol Lying-in and the La Union Medical Center (LUMC) in Agoo.

As for road network, a total of 255.45 km. or 53 percent of the total road network of the province will be affected by rain-induced landslide. Twenty three bridges or 35 percent of the total number of bridges in the province will incur risk affecting 13 municipalities/city.



FLOODING HAZARD MAP
PROVINCE OF LA UNION
Region 1 - Ilocos Region

Legend
RATING
High
Low to Moderate

Composite Hazard Map Prepared By:
Provincial Government of La Union in
coordination with the National
Economic and Development Authority
(NEDA-RO 1)

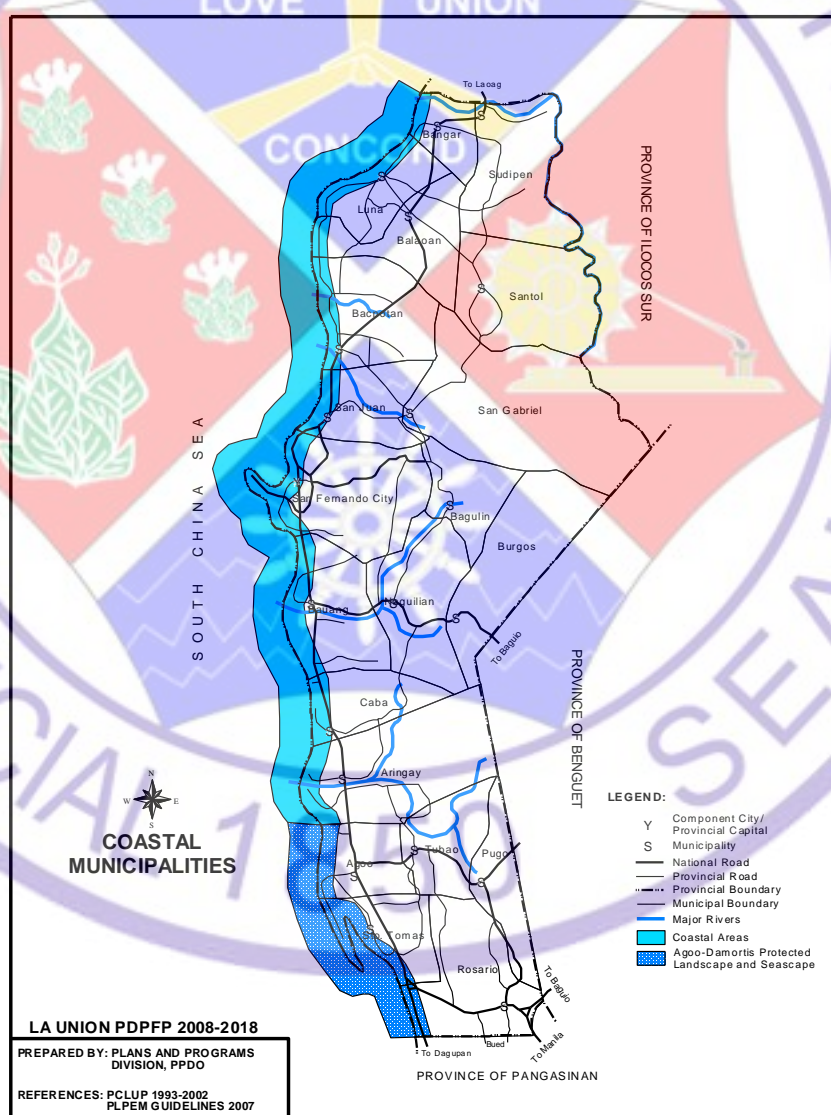
Map Sources:
- NEDA-TOT Members
- PDY/DON 2006-2010
- DENR-LM09

Figure 1 is a composite hazard map of La Union, Philippines, prepared by the Provincial Government in coordination with the National Engineering and Development Agency (NEDA, DO 1). The map displays various hazard zones color-coded: red for high hazard, yellow for moderate hazard, and blue for low hazard. It includes a legend, a scale bar, and an inset map of the Philippines.

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Agriculture. Fourteen municipalities and the City of San Fernando will experience damage to their agriculture sector. Of the total agriculture area of the province, 27 percent will be affected and will experience very low risk to moderate risk in terms of storm surge.

Critical Infrastructures. The City of San Fernando and the municipalities of Bauang, Bacnotan, Balaoan, Luna, Bangar, San Juan and Caba will be at risk in terms of critical infrastructures in the event of a storm surge. Seven schools or 15 percent of the total number of schools in the province will be affected. These were the schools mostly along the coastal. The road networks within the 12 coastal municipalities in the province will be affected wherein 87.80 km road length or 18 percent of the road network exposed for said hazard.



Map 3. Coastal Municipalities

CHAPTER II: ASSUMPTIONS, GOALS, AND OBJECTIVES

A. Assumptions

When a super typhoon enters the Philippine Area of Responsibility, it is anticipated that the province will be affected and experienced floods in the low-lying areas, storm surges in the coastal areas and landslides in the slope and mountainous areas of the province. Constraint in the affected areas is expected due to unpassable roads caused by either landslides or floodways therefore, provision of emergency and relief services as needed will also expected to be delayed.

B. Goal

The goal of the provincial contingency plan is to provide effective, efficient, timely, and well-coordinated response mechanisms of the government in the occurrence of flood, storm-surge and rain-induced hazards in the province during an occurrence of any Hydro-meteorological hazards

C. Objectives

The objectives of the provincial contingency plan are as follows:

1. Provide mechanism to conduct inventory of emergency response resources available in the PDRRMC to augment those of the PDRRMC, and the different LDRRMCs of the entire La Union.
2. Provide the projected immediate and appropriate needs of the affected population in La Union.
3. Determine the immediate tasks of government, non-government organizations, private sectors, and volunteer groups required for technical rescue operations;
4. Establish proper coordination through efficient communication and linkages among the assisting LDRRMCs and the international humanitarian assistance community to support PDRRMC, and the different LDRRMCs of La Union.
5. Reinforce the standards of reporting system set by the PDRRMC; and
6. Identify and resolve the gaps and weakness of capabilities of the government to respond to floods, storm surge and rain-induced landslides.

CHAPTER III: ACTIVATION, DEACTIVATION AND NON- ACTIVATION

To achieve the goals and objectives of the provincial contingency plan, the PDRPMC will mobilize the resources, including response teams and major equipment, coming from the pre-identified assisting LDRRMCs in the province.

The PDRPMC will organize its respective response clusters. Every response cluster will have its designated lead and member agencies, with their corresponding operational objectives. The activities and decisions of the response clusters will be orchestrated by the Provincial DRRM Office through the Provincial DRRM Officer.

Further, PDRPMC will mobilize teams who will restore the functionality of Emergency Operations Centers (EOCs) in strategic areas across the affected areas

To maintain command and control for tactical response, the PDRPMC will also deploy Incident Management Teams (IMTs) composed of experts who are highly trained on Incident Command System(ICS).

Details regarding the designation of the PDRPMC, identification of response clusters, location of EOCs, and mobilization of IMTs are further elaborated in

A. Activation

In an Hydro-met setting, there are three (3) phases of actions, PRE, DURING, and POST disasters

- In a Pre-Disaster Setting, the activation of the PDRP starts with either an Warning from PAGASA or an Advisory from the N/R/PDRPMC. This happens when a weather system outside the PAR has been detected and perceived to create possibly impact to the country.
- During Disaster Phase or immediately after impact, the REPORTS, including the results of Rapid Damage and Needs Assessment (RDNA) and requests from the Local Government Unit (LGU), or absence of reports from affected communities may be considered as basis for the activation of the Response Cluster using the PDRP. Two scenarios will be used for the During Disaster Phase: 1) Augmentation and 2) Assumption of Response Activities.

Augmentation of resources will commence at the “during disaster” phase. However, best practices dictate that even before the disaster strikes, prepositioning of resources are implemented by Clusters concerned. The results of the rapid damage assessment and needs analysis (RDANA) on the ground by the affected LGU/s or Region/s shall be the bases for the request to the PDRPMC for augmentation.

Validation will be done by the respective Response Cluster Leads and Members with their respective focal persons prior to the deployment of resources.

- In a Post-Disaster Scenario, the request for assistance from the affected LGUs may become basis for PDRP through the Response Cluster and IMT deployment, or continuing response operations.

Any one (1) of the following may trigger the use of PDRP through the activation of the Response Cluster and Provincial Incident Management Team (PIMT):

- a. Result of PDRA-APP;
- b. Declaration of the TCWS No. 2;
- c. Red Alert Status and Level 2 Response Action;
- d. Result of RDANA; and
- e. As directed by the Chairperson, PDRRMC

At the Provincial Level, the Provincial Response Cluster counterparts and Provincial IMT is being activated by the governor as the Chairperson, PDRRMC and Responsible Officer respectively.

While at the City and Municipal Level, Response Cluster counterparts and the IMT is being activated by the mayor as the Chairperson, C/MDRRMC and Responsible Officer respectively.

A. 1. Alert Levels

Alert level may or may not trigger the activation of the Provincial Response Cluster and PIMT based from the Provincial DRP. It is raised according to the level of readiness to take on an activity or response mission. It is to be raised prudently to provide enough time to those concerned to prepare without burdening undue stress.



Figure 1. Alert Levels with Indicators and Response Level utilize by the Response Cluster

Alert Levels are defined in a three (3) step color code: WHITE, BLUE, and RED as depicted in Figure 1.

- **WHITE:** Refers to regular or normal operations, monitoring and reporting;
- **BLUE:** Pertains to a condition of stand-by readiness in preparation for a full scale response operation. This is commonly done in situations of slow-onset disasters. In this condition, at least 50% of human and material resources are made available for duty or deployment. The detection, tracking, monitoring, and result of pre-disaster risk assessment triggers this status; and
- **RED:** Signifies the highest level of readiness in anticipation of an imminent emergency situation, or in response to a sudden onset of disaster. In this condition, all human and material resources are made available for duty and deployment. This may result to the activation of the Response Cluster and NIMT including the escalation of the highest level of response. As such, inter-cluster action planning is done during this status.

In an event of Hydro-Met setting, when a weather system/s has been determined to enter PAR, the Preparedness Pillar headed by the Department of Interior and Local Government (DILG) goes on Red Alert while the Response Pillar headed by the Department of Social Welfare and Development (DSWD) goes on Blue Alert. It is likewise possible that Regional DRRMCs along the projected corridors of the typhoon would be on Red Alert, while the National DRRMC is on Blue Alert to monitor and support the regions. '

A. 2. Response Levels

Activation of response operations must be calibrated prudently to uphold timely and effective response while, at the same time utilizing efficiently material and human resources. Levels of Response are categorized in three (3) levels: *AGENCY*, *SPECIFIC CLUSTER*, and *INTER-CLUSTER*. The Levels of Response used as basis of the Response Cluster and Incident Management Teams is illustrated in Figure.

LEVELS OF DISASTER RESPONSE ACTIONS:

The following levels of action shall be used as reference at different levels of response:



Figure 2. Level of Disaster Response Action

- **AGENCY RESPONSE** pertains to situations where response mobilizations is carried out within the bounds of a concerned agency only. This is Level 1 Response.
- **CLUSTER RESPONSE** refers to situations that require inter-agency response within a concerned Response Cluster. This is Level 2 Response.
- **INTER-CLUSTER RESPONSE** is a situation that calls for inter-cluster response. This may entail either a group of Response Clusters or the entire Response Pillar. This is Level 3 Response.

When notified that an evacuation is required (either through a provincial directive or at the local chief executive's discretion, the provincial EOC will ensure that their specific areas of responsibility have been evacuated by assisting the other individuals in that said area. if possible, the EOC will designate provincial representative to lead the others out of the danger zone to a designated rendezvous area. the EOC personnel will be the last to leave his area after ensuring that everyone else is safe. The EOC will coordinate together with each EOC personnel the next Plan of Action (POA)

LGU personnel shall be actively engaged in disaster response. The operation is rescue and relief focused, providing the affected population, and especially the displaced population, with NFRI, FA items and WASH items.

The designated RVA for evacuees would be the nearest evacuation center. When the affected individuals have been evacuated, they should be directed to head to the nearest identified evacuation center and wait further instructions. Once everyone has been evacuated from the danger zone and as many as are possible have reached the RVA, the IMTs will attempt to determine if all individuals in his area are accounted for. The IMTs are to remain in the RVA to await further direction. If re-entry into their normal residence is possible, the LDRRMC will advise the public for re-entry.

Otherwise, all POCs will be instructed to keep the individuals grouped together as much as is possible while the POCs coordinate with the EOC.

The EOC will coordinate with the IMT on the next plan of action as soon as practicably possible. It is the responsibility of each IMT that all individuals are accounted for and reports of their safety and immediately conveyed to the embassy. The next plan of action will be determined when all are accounted for by the LDRRMC.

This action item is activated on every emergency evacuation event to re-establish and re-instate the EOC functions and Communication protocols with EOC and the IMT.

It is important to note that once the decision to evacuate has been made, all individuals must follow and comply with evacuation instructions from the LDRRMC.

A. 3. "OPERATION LISTO" Quality Programming/ Areas common to all sectors

Outcome: continuous disaster response provided to the affected population									
Output: Participation of local government units in the disaster operations									
Activities planned									
Cluster 1 - Search, Rescue, and Retrieval Teams, Security Teams, Medical Teams, and Clearing Operations Team									
C1-1: Mobilize teams and enlist volunteers									
C1-2: Check Functionality of equipment									
C1-3: Preposition teams and their equipment									
C1-4: Deploy teams for operations									
C1-5: Secure power, water supply and communications									
C1-6: Start preemptive evacuation									
C1-7: Consider cutting off power, electric and water supply lines									
C1-8: Consider forcible evacuation									
C1-9: If cut off, restore power, water supply and communications									
C1-10: Determine safety of communities									
C1-11: Advise evacuees to return to their communities									
Cluster 2 – Evacuation/Camp Management, and Mass Feeding and relief distribution									

C2-1: Prepare evacuation centers

C2-2: Estimate no. of evacuees

C2-3: Preposition relief goods to the evacuation centers

C2-4: Prepare listing profile of the evacuees

C2-5 Distribute relief packs and conduct mass feeding

C2-6: Procure additional relief goods, if needed

Cluster 3 – Warning, Alerts, and Announcements

C3-1: Issue alert and warn communities

C3-2: preemptive evacuation

C3-3: Possibility of a) suspension of classes and work and b) fishing and sea travel ban

C3-4: Consider announcing forcible evacuation

C3-5 Advise the public to stay indoors

C3-6: if there are suspensions and bannings, consider lifting a) suspension of classes and work and b) fishing and sea travel ban

Table 2. "OPERATION LISTO" Quality Programming/ Areas common to all sectors

B. De-activation

The PDRMC will operate until such time that the barangay and city/municipal teams will be able to recover and eventually take charge. Hence, the trigger for the de-activation of the provincial contingency plan will be the recommendation of the incident commander (IC) of the assisting LDRRMC. Specifically, the IC will assess if the local resources are already functional. The recommendation will then be escalated to the EOC of the PDRRMC for further decision.

Upon consultation and assessment together with the Local Chief Executive of the affected LDRRMCs and the Provincial Governor or the Chairperson of the PDRRMC, the response assets of the LDRRMCs will gradually be demobilized back to their home units. Eventually, the command for the management of response operations will be transferred to the PDRRMC and will de-escalate to provincial down to local levels.

C. Non-activation

In the event of non-activation of the provincial contingency plan, the response mechanisms stipulated in this plan can still be relevant for any hydro-meteorological hazard, as it incorporates the existing plans of the PDRRMC, C/MDRRMCs, and the Barangay Disaster Risk Reduction and Management Councils (BDRRMCs).



Figure 3. Response at all Levels

Specifically, as seen in the above diagram, the response for the hydro-meteorological hazard will always begin at the local levels in accordance with the respective contingency plans of the affected LDRRMCs. In the event of incident escalation, the response will be elevated at the provincial level in accordance with the provincial contingency plan of the PDRRMC. For

the a super typhoon, the PDRRMC will come in with the assistance of the LDRRMCs, as provided for in the provincial contingency plan.

CHAPTER IV: COORDINATION, COMMAND AND CONTROL

A. Coordination

In the event of the occurrence of a typhoon, the PDRRMC will activate and mobilize its respective response clusters. The following are response clusters, with the corresponding lead and member offices, that are required for response:

RESPONSE CLUSTERS	LEAD
Camp Coordination and Camp Management	Provincial Social Welfare Development Office
Protection	Provincial Social Welfare Development Office
Food and Non-Food Items	Provincial Social Welfare Development Office
Search, Rescue, and Retrieval	Provincial Disaster Risk Reduction and Management Office
Management of the Dead and Missing	Department of the Interior and Local Government
Law and Order	La Union Provincial Police Office
Education	Department of Education
Health	Provincial Health Office
Logistics	Provincial Disaster Risk Reduction and Management Office
Debris Clearing and Civil Works	Provincial Engineering Office
Emergency Telecommunications	Provincial Information & Communication Technology Division
International Humanitarian Assistance	Provincial Disaster Risk Reduction and Management Office

Table 3: Response Clusters and Lead Agencies

The Response Clusters of the PDRRMC will have their respective operational objectives and responsibilities. Furthermore, they will have their own inventory of resources, needs projection and timelines of activities based on their respective mandates and response capabilities.

1. Camp Coordination and Camp Management Cluster

Lead: PSWDO

Members:

- DepEd
- PHO
- PRC
- PNP
- PPDO
- OPAG
- DILG
- BFP
- CSOs

Objectives:

1. To provide safe, secure and accessible evacuation sites;
2. To conduct profiling of affected families and internally displaced persons (IDPs) in evacuations sites;
3. To provide all the IDPs with basic humanitarian needs such as, but not limited to food, potable water, clothing, family items, hygiene kits and other essential non-food items;
4. To provide basic medical and public health services for the IDPs; and
5. To ensure energy sources and communication facilities are in place within the evacuation sites.

2. Protection Cluster

Lead: PSWDO

Members:

- PHO
- DILG
- PNP
- PRC
- DepEd
- BFP

Objectives:

1. To provide timely, appropriate, protective, multi-sectoral, and gender sensitive services for IDPs such as safety and security in accordance with local, national and international standards;
2. To promote and uphold human dignity through understanding protection risks faced by internally displaced children, women and persons with special needs in a range of different activities;
3. To provide appropriate number of security personnel to ensure safety of IDPs in accordance to standard ratio;
4. To maintain appropriate coordination mechanism among all humanitarian players, including coordination of protection inputs, reports, and

humanitarian plan, and generation of resources.

5. To maximize the impact of humanitarian assistance by all agencies and organizations for the affected population and ensure full and equal access to basic human rights/services; and
6. To establish common information, monitoring and reporting systems on child protection and gender-based violence, linked to the IDP Protection Cluster.

3. Food and Non-Food Item Cluster

Lead: PSWDO

Members:

- PHO
- PRC
- PDRRMO
- PNP
- CSOs

Objectives:

1. To facilitate distribution of family food packs, ready-to-eat foods, bottled drinking water, and other non-food items such sleeping gears (plastic mats, blankets, mosquito nets, toiletries, dignity kits, etc.) both inside and outside evacuation centers;
2. To ensure provision of nutritious foods to the affected population;
3. To ensure the accessibility of health and sanitation commodities; and
4. To establish donation desk for proper accounting of donations received.

4. Search, Rescue and Retrieval Cluster

Lead: PDRRMO

Members:

- PHO
- DILG
- Office of the Provincial Agriculture
- PCG
- BFP
- PRC

Objectives:

1. To ensure safety of the responders and the general public while preserving properties;
2. To provide sufficient manpower, equipment, and resources for the conduct of search, rescue, and retrieval operations to all earthquake affected areas; and
3. To provide initial treatment to injured persons.

5. Law and Order Cluster

Lead: LUPPO

Members:

- BFP
- Provincial Jail
- CSOs
- LGUs

Objectives:

1. To provide security service to all Response Clusters operating in the affected areas;
2. To provide traffic management that will facilitate the speedy movement of people, goods, equipment, and other resources to the affected sites;
3. To enforce law and order in the community through the provision of information on the disaster response operations and maintenance of community policing to reduce or arrest criminality; and
4. To work closely with the Crisis Management Committees in response to the human-induced threats such as acts of terrorism and threats to provincial security.

6. Management of the Dead and the Missing Cluster

Lead: DILG

Members:

- PNP
- BFP
- PHO
- PDRMO
- PRC
- PEO
- PSWDO
- PGSO
- DepEd
- Development partners

Objectives:

1. To identify alternative burial sites for mass grave;
2. To identify possible alternative storage area and preservation mechanism on cadavers;
3. To provide assistance in the proper identification and disposition of human remains in a sanitary and dignified manner;
4. To provide psychological and social support to the bereaved family and community;
5. To ensure an efficient, timely, and well-coordinated actions in managing the dead and the missing persons on all levels;
6. To provide all pertinent information, such as, but not limited to, statistics and names of casualties, list of retrieved and rescued, cause of death, health assistance, funeral arrangements, resource provision and dispatch and other vital information needed; and
7. To establish resource-sharing mechanisms among the key players in the MDM.

7. Education Cluster

Lead: DepEd

Members:

- CHED
- TESDA
- CSOs
- PSB

Objectives:

1. To establish unified and effective Education in Emergency (EIE) response consistent with Minimum Standard in Education Emergency (MSEE) and national standards and policies in affected areas within a week;
2. To ensure active and sustained collaboration of all education sector stakeholders and partners in the implementation of EIE programs and interventions during the response time;
3. To fully utilize existing Management Information Systems to ensure timely and accurate dissemination for decision making during the response time;
4. To generate and mobilize resources for timely, appropriate, and responsive delivery of EIE programs and interventions; and
5. To monitor and evaluate effectiveness of response interventions for accountability and learning.

8. Health Cluster

Lead: PHO

Members:

- PSWDO
- PDRRMO
- DILG
- PNP
- DepEd
- PRC

Objectives:

a. Health

1. To ensure safety of responders;
2. To ensure healthy and safe conduct of medical response;
3. To manage injuries and acute condition;
4. To provide maternal and child health services;
5. To provide Minimum Initial Service Package for Sexual and Reproductive Health;
6. To prevent and control spread of communicable and non-communicable diseases;
7. To ensure functionality of the Health Referral System; and
8. To ensure provision of psychosocial services to all affected individuals and responders.

b. Water, Sanitation And Hygiene (Wash) In Emergencies

1. To assess WASH conditions in the evacuation centers;
2. To identify possible sources of safe and potable water;
3. To conduct water quality surveillance, disinfection and treatment; and
4. To ensure provision of sanitation facilities, excreta disposal and solid waste management.

c. Nutrition In Emergencies (Nie)

1. To conduct Rapid Nutrition Assessment;
2. To support infant and child feeding;
3. To manage acute malnutrition cases; and
4. To promote proper nutrition in emergencies and disasters.

d. Mental Health And Psychosocial Support (MHPSS)

1. To provide psychological first aid to the general population; and
2. To refer psychiatric cases to appropriate mental health facilities

9. Logistics Cluster

Lead: PDRRMO

Members:

- PSWDO
- PNP
- PEO
- C/MHO
- BFP
- PPDO
- PITO
- PGSO
- PRC
- PMISD
- CSOs
- Private groups such as electric cooperatives/corporations

Objectives:

1. To provide an efficient and effective strategic emergency logistics services for all clusters in terms of mobility, warehousing, and supplies and inventory management;
2. To provide mobility assets for all cluster operations;
3. To provide space for the storage and safekeeping of relief goods, supplies, materials, and equipment of different clusters;
4. To provide fuel, generators and other emergency resources for cluster operations;
5. To ensure tracking of deployed items; and
6. To restore and maintain utilities such as power, water, and communication towers.

10. Debris Clearing and Civil Works Cluster

Lead: PEO

Members:

- PDRRMO
- PPDO
- Heavy equipment and private contractors

Objectives:

1. To conduct clearing operations in the affected areas for the mobility of all responders; and
2. To ensure accessibility of roads, seaports and airports for the

entry of assistance from the assisting RDRRMCs and international humanitarian teams.

11. Emergency Telecommunications Cluster

Lead: Provincial MISD

Members:

- P DRRMO
- BFP
- PNP
- DILG
- PEO
- DOST
- LUECO/ LUELCO
- Private groups

Objectives:

1. To establish communication system and maintain ICT capacities from the national down to local levels to respond to the impacts of magnitude 7.2 earthquake;
2. To facilitate communications among Cluster Members for effective collaboration and coordination; and
3. To provide frequencies and identify other mode of communications possible to be used by the members of the Response Clusters.

12. International Humanitarian Assistance Cluster

Lead: PDRRRMO

Members:

- PSWDO
- PNP
- PBO
- Prov'l Accounting
- PRC
- PHO
- PITO
- DepEd

Objectives:

1. To facilitate acceptance and processing of international assistance such as donations in kind, relief and financial assistance;

2. To provide a timely, efficient and effective delivery of international humanitarian assistance from various stakeholders; and
3. To establish One-Stop-Shop facilities in strategic and safe sites.

B. Command and Control

B. 1. INCIDENT COMMAND SYSTEM (ICS)

It is a **standard, on- scene, all-hazard** incident management concept that can be used by all DRRMC member agencies and response groups. The purpose of the ICS is to help to ensure:

- Safety of responders and others
- Achievement of tactical objectives
- Efficient use of resources

As a management system, it meets the needs of incidents of any kind or size with its flexible nature. It allows personnel from a variety of agencies to meld rapidly into a common management structure using plain language. It maximizes effective logistical and administrative support to operational staff by avoiding duplication of efforts and providing accountability and a planning process.

B. 1. a. Legal Basis of Incident Command System

1. Republic Act 10121
 - Section 9 (g): The Office of Civil Defense (OCD) shall formulate standard operating procedures for coordination...
 - Rule 7 (h), Implementing Rules and Regulations: The OCD shall establish ICS as part of the Philippines' on- scene disaster response system.
2. NDRRMC Memorandum Circular No. 4, s2012
Signed on March 28, 2012, this provides the implementing guidelines on the use of the ICS under the Philippine DRRM System.
3. Executive Order No. 82, s2012

Signed on September 4, 2012, this mandates the activation of the ICS for human-induced crises.

4. NDRRMC Memorandum Circular No. 43, s2016
Signed on August 18, 2016, this provides the guidelines on the interoperability of the Incident Management Teams and Response Clusters.

5. NDRRMC Memorandum Order No. 44, s2016

Also signed on August 18, 2016, this provides the guidelines on the mobilization of Incident Management Teams

6. NDRRMC-NSC Joint Memorandum Circular No. 1, s2016

Approved on 30 August 2016, this JMC requires the use of ICS as an integral component of contingency plan for both natural and human-induced hazards.

B. 1. b. Incident Management Team (IMT)

The organization of the management is composed of the **Incident Commander** and appropriate **Command and General Staff** personnel assigned to an incident or planned event as shown in the Figure below.



Figure 4. Basic Organization of IMT

Responsible Official (RO): the overall in charge of an agency, organization or institution who has the full authority for making decisions and providing directions to manage an incident or planned event within his/her jurisdiction.

Emergency Operations Center (EOC): the facility that serves as repository of information and main hub for coordination of resources to support the management of an incident or planned event.

Duties and Responsibilities

It is the primary responsibility of the Incident Management Team (IMT) to:

- To act as the overall in-charge of on-scene response decisions;
- Manage all resources checked-in;
- Receive and implements the directives of the RO;
- Ensure the safety of all personnel and other resources deployed for operations;
- Manages the provision of logistical requirements to support the conduct of the operations;
- Documents and reports all situation updates and actions taken to the RO through the EOC;
- Requests for additional resources from the RO through the EOC; and
- Facilitates the complete process on demobilization of resources.

Qualifications of an IMT Member

- Must come from a government agency/office, local government unit, civil society organization or private sector, or a private individual with authorization to operate in the area;
- Preferably must have completed the ICS training requirements and standards set by the OCD; and
- Must be allowed by the sending agency/ office/ unit/ organization to be deployed as an IMT member immediately even on short notice from the RO.

Selection of IMT Members

- The RO shall select the IC through Delegation of Authority;
- The IC shall select the appropriate members of the Command and General Staff to compose the whole IMT; and
- All selected IMT members shall temporarily be relieved from their regular office duties and responsibilities to perform in full-time the expected functions of their respective IMT positions.

B. 2 INTER-OPERABILITY OF RESPONSE CLUSTER AND IMT

The Response Cluster acts as the force provider, and the IMT acts as the force employer. Linking the two is DRRMC- EOC. The RO and the principals from other agencies, i.e. Response Clusters, undertake coordination by:

- Making policy decisions;
- Establishing priorities;
- Resolving critical resource issues;
- Mobilizing and tracking resources; and
- Collecting, analyzing, and disseminating situation report/information

From higher headquarters, the Response Cluster provides personnel and other material resources to the Incident Management Team, through the NDRRMC. These

resources shall be placed under the Operational Control of the IMT, but remains to be under the Administrative Control of the RC.

At the tactical level on the ground, RC Teams with their respective resources shall operate as units under the Operations and Plans Sections, and in the case of ETC, under the Logistics Section. RC Teams shall abide by the principles of the ICS, while performing their specific mandates, SOPs and technical expertise. The IMT will manage them tactically for proper placement and efficiency.

Below is the diagram depicting the interoperability of the Response Clusters, EOC and IMTs for every LDRRMC.

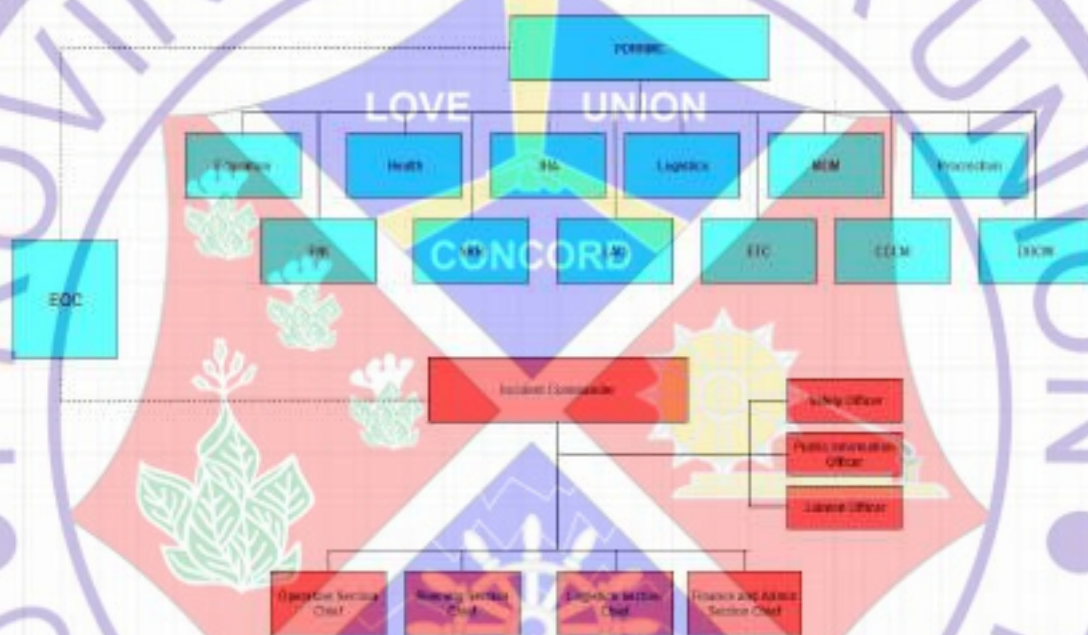


Figure 5. Interoperability of Response Clusters, EOC and IMT

As seen in the diagram, the EOC serves as the link between the Response Clusters and the IMT. The LDRRMC IMT working at the ground will send resource requests to the EOC. From the EOC, the resource requests will then be coordinated with the Response Clusters starting from the first wave of LDRRMCs. Assistance from the second and third wave of LDRRMCs will come as needed. Following the principles of ICS, the Response Clusters will serve as the force providers while the IMTs will function as the force employers.

COORDINATING INSTRUCTIONS

All provincial government agencies of the PDRRMC, affected LDRRMCs, all designated assisting LDRRMCs, including the lead and member agencies of the response clusters, EOC

personnel, and IMT members are hereby directed to adhere to the following coordinating instructions:

1. The PDRRMC shall formulate their implementation plans as annexes to the harmonized provincial contingency plan. The said implementation plans shall include the operational details of their response clusters, accessibility and functionality of the EOC, and composition of the IMTs. The Provincial DRRM Office through the Capacity-Building and Training Service shall consolidate all implementation plans of the PDRRMC for further review and integration by the PDRRMC Technical Working Group.
2. The PDRRMC shall complete their respective inventory of resources that will specifically be committed for augmentation to the PDRRMC, and the Local DRRMCs
3. The PDRRMC shall upgrade their response capabilities for flood, landslide and storm surge, particularly in Water Search and Rescue as well as High Angle Search and Rescue.
4. Upon the occurrence of a typhoon and other hydro-meteorological hazards, the PDRRMC shall immediately contact the pre-identified EOCs of the PDRRMC and the LDRRMCs. Should there be absence of contact with the said EOCs, the assisting LDRRMCs shall assume that they are no longer functioning due to the effects of the earthquake. Such will prompt the PDRRMC to prepare for augmentation.
5. During response operations, The PDRRMC shall be self-sufficient. They shall utilize their own regional response capacities and resources, including their mobility and setting up facilities.
6. All response activities shall be organized according to the Cluster Approach. Actions shall be coordinated at the EOCs to be established by the PDRRMC.
7. All tactical resources deployed at the affected sites shall be required to check- in under the command and control of the IMTs of the PDRRMC.
8. Should the affected LDRRMCs and the PDRRMC be able to recover, they shall re-assume the management of response. Proper transfer of command from the PDRRMC shall take place.

CHAPTER V. MONITORING AND EVALUATION

Monitoring and evaluation are essential components of results-based programming in DRRM as these will ensure the plan's on-time implementation and that lessons from past experiences become input to the plan altogether. Also, through monitoring and evaluation activities, appropriate and needed revisions and/or changes can be identified, from the

listed activities to the implementation mechanisms, in case more appropriate and needed revisions and/or changes can be identified, from the listed activities to the implementation mechanisms, in case more appropriate ones are realized. These will be led by the PDRRMO, in close coordination with the PDRRMC and its Committees, and will focus on relevance, effectiveness, efficiency, impact, and sustainability. A standard monitoring and evaluation template will be develop by the PDRRMO together with the members of the Technical Management Group (TMG)

This will also include an audit report on the use and status of the LDRRMF and how the said fund contributed to the attainment of the Harmonized Provincial Contingency Plan for Earthquake and other DRRM Plans.

Through all activities, ensuring a “Disaster Resilient La Union by 2022” will be the main focus. It will be essential that this learning is captured and shared amongst the various stakeholders, leads and partners. Throughout its implementation, reporting on the progress on the Provincial Contingency Plan for Hydro-meteorological Hazards will be communicated through various media and partners, making sure that the learning are shared effectively. These will then feed into the PDRRMP, making it adaptive to the changing situations and needs on the ground. In the Monitoring and Evaluation activities, it will be essential to link up the learning from the PDRRMP implementation with that of the LCCAP and other related plans.

Monitoring and Evaluation		
Level	Step	Lead
LGU Level	1. Local DRRM Offices, together with key relevant stakeholders and partners will take the lead in the process by looking into their progress vis-à-vis their local DRRM plan’s targets. A report will be submitted to the PDRRMC	LDRRMO
	2. The PDRRMC will prepare validation report through their respective DRRM committees. Once finalized, a report will be submitted to the RDRRMC.	PDRRMO

Table 4. Monitoring and Evaluation

ANNEX D: CONTINGENCY PLAN 2



LA UNION 911

HARMONIZED PROVINCIAL CONTINGENCY PLAN FOR THE 7.2 MAGNITUDE EARTHQUAKE

EXECUTIVE SUMMARY

The Provincial Disaster Risk Reduction Management of the Province of La Union aims to heighten and equip its municipalities to be disaster-ready as La Union is said to be one of the most disaster risk provinces in the country and is ranked to be at highly risk area in terms of geological hazards such as Earthquake according to Philippine Institute of Volcanology (PHIVOLCS).

As stated by the R.A 10121 or known as the Philippine Disaster Risk Reduction and Management Act of 2010, the PDRRMO of La Union will be responsible on the coordination, integration, supervision, monitoring and evaluation of its contingency plan to successfully implement on the entire province a unified plan for its municipalities and to maximize their manpower in order to minimize mass casualties and further damage on infrastructures.

As one of the provinces with much visited tourist spots, the PDRRMO devised a plan that will not only focus on the safety residents of its province but as well as the tourists. With this the PDRRMO envisions the reduction of disaster losses in lives, and in the social, economic and environmental assets of the Province of La Union. The PDRRMO is also consistent with parallel effort to transform La Union the Heart of Agri-tourism by 2025.

PDRRMO CONTINGENCY PLAN GOAL – the harmonized provincial contingency plan is to provide effective, efficient, timely, and well-coordinated response mechanisms of the government in the occurrence of 7.2 magnitude earthquake due to the movement of the Tubao Fault affecting the entire province of La Union.

PDRRMO PLAN PRIORITY PROJECTS – The PDRRMO Harmonized plan targets the common hazards of every municipality and disasters occurred in various parts of the province. The contingency plan for earthquake determines the impact on human lives, infrastructure, facilities and environment and response capabilities based on the severity. It also shows the distribution of manpower of all the municipality on the communities on the province As to coordination, command and control.

IMPLEMENTATION OF THE PDRRMO CONTINGENCY PLAN –The PDRRMO shall develop a standard monitoring and evaluation template together with the Technical Management Group. The stepwise monitoring and evaluation process includes the sub-component LGUs. To monitor and evaluate, the indicators will be used against targets and activities identified in each of the plan goals stated.

RESOURCE MOBILIZATION. At the provincial level, the following sources can be tapped to fund the various DRRM Programs and projects:

1. LDRRMF
2. Donor Funds

CHAPTER I. BACKGROUND

A. Introduction

La Union - A province bounded by the Amburayan River in the North; the West Philippine Sea and the Lingayen Gulf in the west; the Cordillera Mountain Ranges in the East; and the Bued River in the South created from the merging of towns from its neighboring provinces of Ilocos Sur, Pangasinan, and Benguet. It serves as the Regional Center of the Ilocandia and one of the promising tourism destination in the Northern Philippines.

The province is composed of 19 municipalities and 1 component city namely, the City of San Fernando, which serves as the provincial center and even the regional center of the Ilocos Region. Due to its strategic location for investors, the province has a Special Economic Zone known as the Poro Point in the City of San Fernando, wherein different industrial facilities has been established. the Poro Point seaports is one of the international seaports in the country.

The Province has developed 5 Agri-Tourism Circuits composed of different cities municipalities. Each tourism circuit highlights the diversities of the province. These are the Northern, Central, Central Eastern, Southern and Southern Eastern tourism circuits.

According to the Philippine Statistics Authority (PSA), the total population of the province of La Union as of 2015 census is **786,653**. The table below shows the breakdown of population per cluster circuits.

AGRI-TOURISM CIRCUITS	CITY/ MUNICIPALITY	POPULATION
Northern Circuit	Bangar	35, 947
	Sudipen	17, 056

	Luna	35, 802
	Balaoan	39, 188
	Santol	12, 476
	Total:	140, 469
Central Circuit	City of San Fernando	121, 812
	San Juan	37, 188
	Bacnotan	42, 078
	San Gabriel	18, 172
	Total:	219,250
Central Eastern Circuit	Bauang	75, 032
	Naguilian	54, 221
	Burgos	8, 067
	Bagulin	13, 456
	Total:	150, 776
South Circuit	Agoo	63, 692
	Aringay	47, 458
	Santo Tomas	39, 092
	Caba	22, 039
	Total:	133, 189
South Eastern Circuit	Rosario	55, 458
	Pugo	19, 690
	Tubao	28, 729
	Total:	103,877
GRAND TOTAL:		786, 653

Table 1: Population of La Union per Agri-Tourism Circuit Cluster

The province has a total land area of 149,309 hectares and this represents 11.60 percent of the region's 1,284,019 hectares and about 0.5 percent of the total land area of the country. The First District shared 70,069 hectares or 46.93 percent of the province's area while the Second District occupied a total land area of 79,240 hectares or 53.07 percent share from the province's area.

The province has predominantly hilly terrain, which gradually rises eastward from the shore. The western border is a coastal plain of raised coral alluvium (sand/clay) deposited by flowing water and overlaying older sediments. The eastern portion is predominantly mountainous but lower in contour than the Cordillera Mountain

ranges of Benguet and Mountain Province with a linear north and south arrangement. The highest peak in the province is in the municipality of Bagulin with an elevation of 1,200 feet above sea level.

B. Hazard Identification

With its geophysical features, the province of La Union is said to be one of the most disaster risk provinces in the country. Typhoons, landslides and flooding are common in the province. In terms of geological hazard such as Earthquake, La Union is ranked to be highly risk. According to Philippine Institute of Volcanology (PHIVOLCS), the province has an active fault line, namely the Tubao Fault line, which crosses along the municipalities of San Gabriel and Santol in the North, and along the municipalities of Pugo, Tubao, and Aringay in the South. These fault line is said to be affected due to the movement of the Digdig Fault line on July 16, 1990, which causes a massive ground shaking in the Northern Luzon- one of the most disastrous earthquake recorded in the Philippine History.

Given such disaster risk profile of the province, several major disasters have occurred in various parts of the province. The occurrence of disasters can be attributed to some of the common hazards frequently existing in the region. The identification of hazards was based on consultations and discussions with representatives from the different circuits of the province of La Union.

CIRCUITS	COMMON HAZARDS
Northern Circuit	Earthquake Flood Landslide Typhoon Vehicular accidents
Central Circuit	Earthquake Flood Hazardous Material Landslide Typhoon Vehicular accidents
Central Eastern Circuit	Earthquake Flood Typhoon Landslides Storm Surge Vehicular accidents
South Circuit	Earthquake Flood Typhoon Storm Surge Liquefaction Vehicular accidents

South Eastern Circuit	Earthquake Flood Typhoon Liquefaction Vehicular accidents
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Table 2: List of Common Hazards in the 5 Agri-tourism circuits of La Union.

C. Hazard to Plan for: Earthquake

For this contingency plan, the hazard to plan is for earthquake. During the "1990 Luzon Earthquake", the Tubao Fault lines has been generated a 7.3 as affected by the movement of the Digdig Fault as the epicenter, resulting to severe damages on infrastructures and even livelihood, mostly likely in the municipalities of Agoo, Aringay, Caba, Santo Tomas and Tubao and even in nearby areas such as Baguio City. The province of La Union suffered many casualties leaving 32 people dead, and displaced 100,000 families from the coastal areas in the Southern portion of the province due to Liquefaction.

The table below displays the analysis of earthquake as a natural hazard, based on consultations and discussions with technical experts from PHIVOLCS and various representatives from the member agencies of the Provincial Disaster Risk Reduction and Management Council (PDRPMC):

ROOT CAUSE	EARLY WARNING SIGNS	TRIGGERING FACTORS	EXAMPLES OF EXISTING MITIGATING MEASURES
Movement of earthquake generators (fault lines and trenches)	NONE, except for the ground shaking with high intensity Foreshock	Ground shaking Liquefaction Tsunami Collapsed structure Fire Explosion Hazardous materials (hazmat)	Assessment of structural integrity of buildings and facilities Conduct of structural retrofitting Relocation of communities to areas safe from earthquakes

Table 3: Root Causes, Early Warning Signs, Triggering Factors and Existing Mitigating Measures for Earthquake

There are no known early warning signs for earthquake except for the ground shaking with high intensity. The initial occurrence of ground shaking can be categorized as a *foreshock*. Foreshock actually serves as a warning to a much greater and damaging shock, known as *mainshock*. The time between the last foreshock and the mainshock varies somewhat, but is typically less than a day.

However, identifying the foreshock as an early warning sign is quite problematic. The foreshock can only be identified if it will be followed by a stronger mainshock. Also, not all mainshocks are preceded by foreshocks. Hence, using foreshocks as early warning signs for earthquake may not be reliable.

The occurrence of earthquake is generally triggered into a disaster because of several factors such as ground shaking, liquefaction, and tsunami. Aside from these natural triggering factors, earthquake may further be aggravated by the collapsed structures, fires, explosions, and hazardous materials incident.

Presently, mitigating measures are being undertaken by the PDRPMC. These include assessment of structural integrity of buildings and facilities, conduct of structural retrofitting, and relocation of communities located near earthquake generators into safe areas.

D. Scenario

The harmonized contingency plan is intended for the 7.2 magnitude earthquake scenario resulting from the movements of the Tubao Fault Line. According to PHIVOLCS, the 7.2 magnitude earthquake yields intensity VIII which will affect the entire province and even its nearby provinces.

On July 16, 1990, due to the movement of the Digdig Fault, Tubao Fault line has been affected, generating a 7.3 magnitude earthquake which resulted a disastrous impact, not only in the province of La Union, but also in the nearby provinces.

In this connection, the Rapid Earthquake Damage Assessment System (REDAS) simulations have used four (4) epicenters for us to see the possible effects when an earthquake will occur. Faults nearby that would possibly affect our province were made used in the simulations as an epicenter. The first scenario has an epicenter in Mountain Province with a longitude of 120.5075 and latitude of 16.4915 affecting the Tubao Fault with a magnitude of 7.3 and a depth of 2 kilometers. The second epicenter was located in Nueva Ecija with a longitude of 121.161 and latitude of 15.661 affecting Digdig Fault with a magnitude of 7.9 and a depth of 2 kilometers. This is the epicenter of the 1990 Luzon Earthquake that caused huge damages to the province. For the third scenario, it has an epicenter in San Manuel, Pangasinan with a longitude of 120.69175 and a latitude of 16.07975, magnitude of 7.0 and a depth of 2 kilometers, while the fourth scenario has an epicenter in San Jose Fault (Longitude: 120.8175, Latitude: 16.1015) with a magnitude of 6.9 and a depth of 2 kilometers.

This contingency plan focuses on the movement of the Tubao Fault line as adjacent to the Digdig Fault System. There are certain studies conducted by the PHIVOLCS that the Digdig Fault is expected to regenerated another 7.2- 7.7 magnitude earthquake 30 years after the 1990 Luzon Earthquake Incident. Therefore, the province of La Union might suffer another strong ground shaking similar to the 1990 Northern Luzon Earthquake.

SITUATIONS	BAD SCENARIO	WORSE SCENARIO	WORST SCENARIO
Description	The Tubao Fault moved with a magnitude of 5 and intensity scale of below 5.	The Tubao Fault moved with a magnitude of 6 and intensity scale of 5 to 7.	The Tubao Fault moved with a magnitude of 7 and intensity scale of 8 and above.
Impacts on Human Lives	Fatalities: Around 5,000 Very serious injuries: Around 5,000	Fatalities: Around 10,000 Very serious injuries: Around 10,000	Fatalities: Around 50,000 Very serious injuries: Around 24,000
Impact on infrastructure, facilities and environment	50% of residential houses made of light materials are damaged	80% of residential houses made of light materials are damaged	100% of residential houses made of light materials are damaged
	25% of buildings are partially damaged	50% of buildings are severely damaged	80% of buildings are severely damaged
	Agriculture, fisheries, and business establishments are damaged	Agriculture, fisheries, and business establishments are severely damaged	Agriculture, fisheries, and business establishments are severely damaged
	All roads and bridges remain passable	50% of roads and bridges are not passable	80% of roads and bridges are not passable
	Power and communication facilities remain operational	50% of power, energy and communication facilities are no longer operational	80% of power, energy and communication facilities are no longer operational
	Few electric posts have toppled down	Several electric posts have toppled down	Several electric posts have toppled down
	Few large trees are uprooted	Several large trees are uprooted	Several large trees are uprooted
	No outbreak of hazmat	Outbreaks of fire and hazmat incidents occurred in some areas in the Northern Circuits of La Union	Outbreaks of fire and hazmat incidents occurred in most areas in the Northern Circuits of La Union
Response Capabilities	Local capacities in the entire province are still functional	30% of manpower and equipment of local government units in La Union can still be mobilized for response.	Even the response groups in of local government units in La Union are victims. They have NO capacity to respond within their respective areas for the first week of operations.

Table 4: Indicators of Bad, Worse and Worst Scenarios for the Earthquake due to the Movement of the Tubao Fault Line.

For ground shaking, simulations were made to assess possible effects of intense ground shaking in the province. The entire province is susceptible to ground shaking based on Grounds Shaking Hazard Map. Using earthquake simulation scenario with an epicenter at Digdig Fault (1990 Earthquake Epicenter), the province will likely to incur 6.0 to 7.0

magnitudes wherein 730,392 persons will likely be affected or 98 percent of the total population of the province.

The table below represents the estimated fatalities and very serious injured across the 5 different cluster circuits in the province.

LOCATION	FATALITIES	VERY SERIOUS INJURIES
Northern Circuit	703	1, 406
Central Circuit	1, 096	2, 192
Central Eastern Circuit	753	1, 507
South Circuit	665	1, 331
South Eastern Circuit	519	1, 038
TOTAL	3, 738	7, 477

Table 5: Estimates on Fatalities and Very Serious Injuries in the 5 Agri-Tourism Circuits of La Union

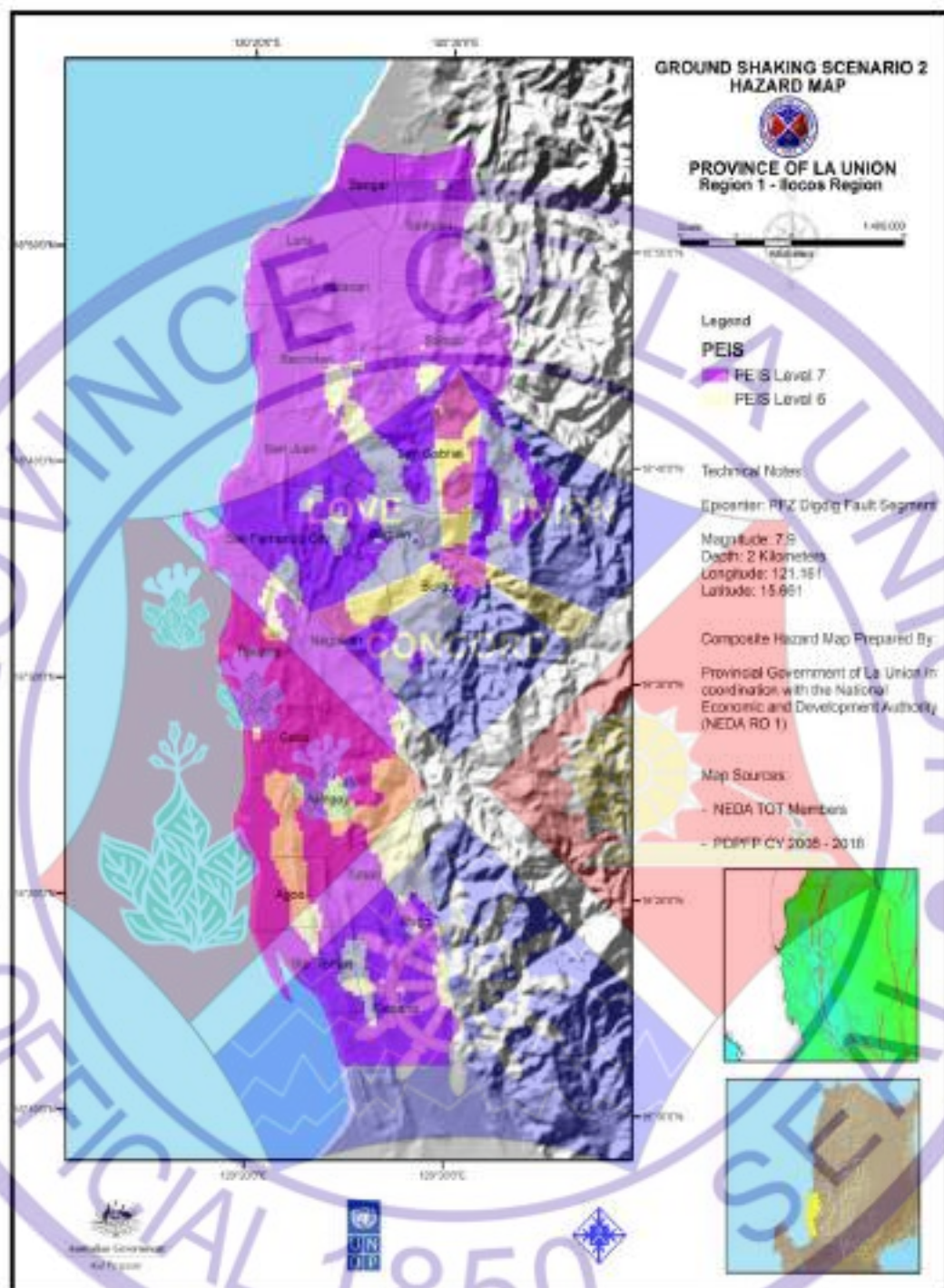
Vulnerability, as being referred to the incapacity of a certain population or community to endure the effects of a hostile environment, can be caused by various outside forces, may be man-made or natural hazards. It basically links people with their environment to institutions and economic sectors that concerns them.

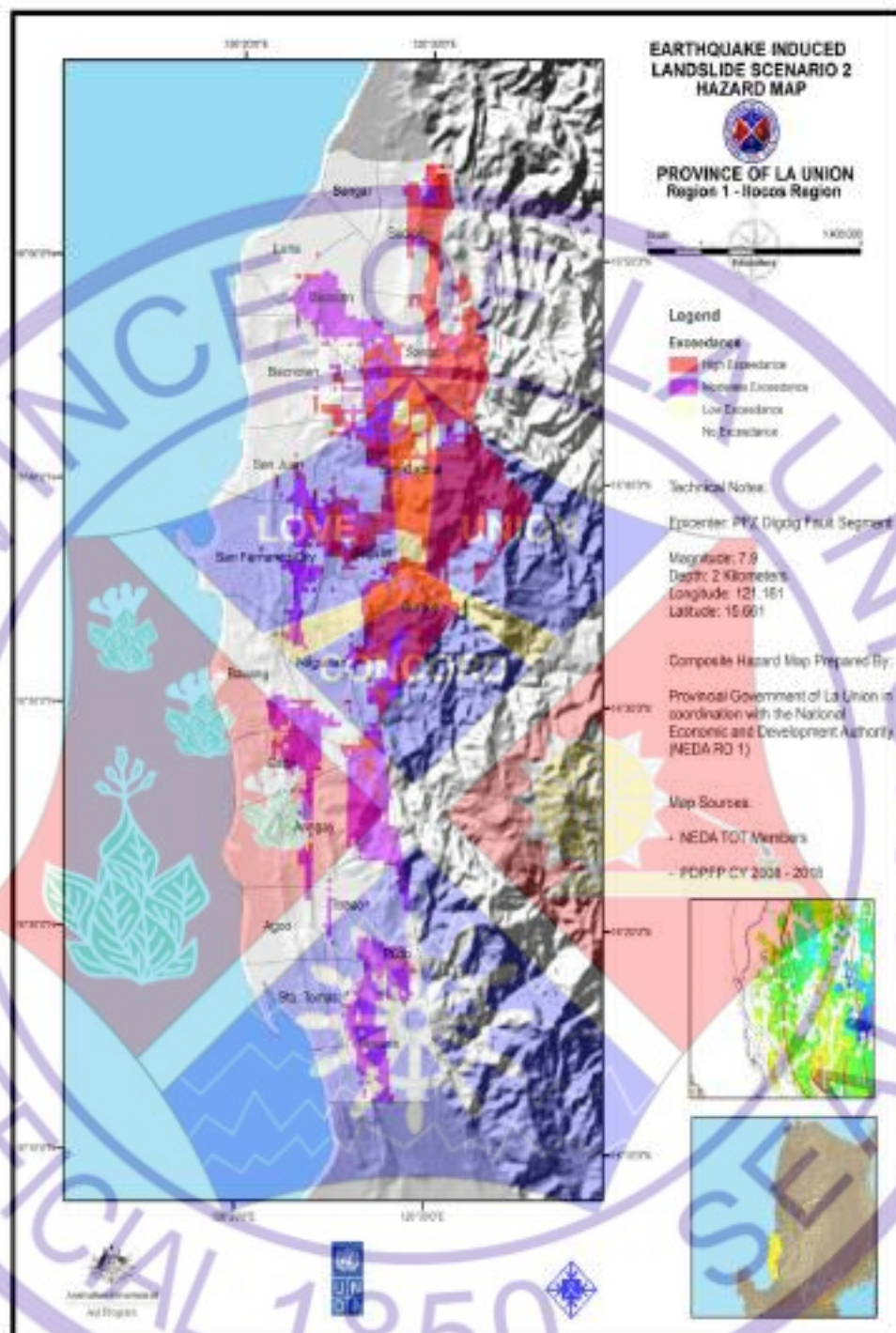
Like the other provinces in Region 1, La Union is very much exposed to several natural hazards like flooding, rain-induced landslides, storm surges, ground shaking and others. These hazards usually lead to the devastation of major economic and social sectors in the province such as agriculture, forestry, coastal or marine, water supply and health.

In the assessment done for critical infrastructures, a total of 47 secondary and tertiary schools, 8 hospitals (5 districts hospitals, 1 provincial hospital, 1 regional hospital and 1 lying-in at one upland municipality), 23 government centers which include the city/municipal halls, other government infrastructures within the municipal centers like police station and municipal plaza, the provincial capitol & the government center located at Sevilla, San Fernando City and 65 bridges along the provincial and national roads in the province were included.

And for road networks, a total of 481.43 km road network of the province was considered in the assessment done. This consists of 203.03 km national road and 278.40 km provincial road in the province. The impact of risk contributed by hazards into our road network may as well affect the economic activity of the province.

The province with its hilly terrain on the eastern part made it susceptible to earthquake induced landslide when an intense ground shaking happens. The municipalities of Luna and Bangar are not susceptible to earthquake induced landslide based on the scenario simulated using the epicenter of the July 16, 1990 earthquake. Agoo will have a low susceptibility while Rosario and Sto. Tomas will have a low to moderate susceptibility to earthquake induced landslide. The City of San Fernando and the remaining fourteen municipalities which include Aringay, Bacnotan, Bagulin, Balaoan, Bauang, Burgos, Caba, Naguilian, Pugo, San Gabriel, San Juan, Santol, Sudipen and Tubao will experience a low to high susceptibility.





Map No. 2: Earthquake-Induced Landslide Scenario 2 Hazard

CHAPTER II: ASSUMPTIONS, GOALS, AND OBJECTIVES

D. Assumptions

Based on the worst-case scenario, the 7.2 magnitude earthquake is anticipated to affect the entire province of La Union. The assumption is that the Barangay, City/Municipal and Provincial responders operating within the said affected will be overwhelmed by the emergency situation. Per protocol stipulated in Republic Act 10121, the RDRRMC has to take charge considering that more than two (2) province will be affected. However, since most of the regional response assets are located in La Union, as well, the RDRRMC is assumed to be overwhelmed. Hence, the nearby Provincial Disaster Risk Reduction and Management Councils (PDRRMCs) that are unlikely to be affected by the 7.2 magnitude earthquake will be tapped by the RDRRMC to provide assistance to all earthquake affected areas.

E. Goal

The goal of the harmonized provincial contingency plan is to provide effective, efficient, timely, and well-coordinated response mechanisms of the government in the occurrence of 7.2 magnitude earthquake due to the movement of the Tubao Fault affecting the entire province of La Union.

F. Objectives

The objectives of the harmonized provincial contingency plan are as follows:

7. Provide mechanism to conduct inventory of emergency response resources available among assisting LDRRMCs to augment those of the PDRRMC, and the different LDRRMCs of the entire La Union.
8. Provide the projected immediate and appropriate needs of the affected population in La Union.
9. Determine the immediate tasks of government, non-government organizations, private sectors, and volunteer groups required for 7.2 magnitude earthquake response operations;
10. Establish proper coordination through efficient communication and linkages among the assisting LDRRMCs and the international humanitarian assistance community to support PDRRMC, and the different LDRRMCs of La Union.
11. Reinforce the standards of reporting system set by the PDRRMC; and
12. Identify and resolve the gaps and weakness of capabilities of the government to respond to the 7.2 magnitude earthquake scenario.

CHAPTER III: ACTIVATION, DEACTIVATION AND NON- ACTIVATION

To achieve the goals and objectives of the harmonized provincial contingency plan, the PDRPMC will mobilize the resources, including response teams and major equipment, coming from the pre-identified assisting LDRRMCs in the province.

Consistent with the Provincial Disaster Response Plan (PDRP) for Earthquake and Tsunami, each assisting LDRRMC will organize its respective response clusters. Every response cluster will have its designated lead and member agencies, with their corresponding operational objectives. The activities and decisions of the response clusters will be orchestrated by the Provincial DRRM Office through the Provincial DRRM Officer.

Further, each assisting LDRRMC will mobilize teams who will restore the functionality of Emergency Operations Centers (EOCs) in strategic areas across the affected regions.

To maintain command and control for tactical response, the assisting LDRRMCs will also deploy Incident Management Teams (IMTs) composed of experts who are highly trained on Incident Command System(ICS).

Details regarding the designation of assisting LDRRMCs, identification of response clusters, location of EOCs, and mobilization of IMTs are further elaborated in

B. Activation

The trigger for the activation of the provincial contingency plan will be the actual occurrence of 7.2 magnitude earthquake. This trigger is attributed to the fact that there are practically no early warning signs for earthquake.

Once the contingency plan is activated, the primary indicator for the entry of the assisting LDRRMCs to earthquake affected areas is the functionality of the existing EOCs of PDRPMC and the affected LDRRMCs. Should there be no contact with the existing EOCs from the national to local levels (including their alternate EOCs), the assisting LDRRMCs will immediately assume that the pre-established EOCs are no longer functioning due to the effects of the earthquake. Hence, EOCs will be re- established on full activation by the assisting LDRRMCs across the three (3) regions and will operate on a red-alert status, especially in case when the effects of the earthquake are overwhelming.

The assisting LDRRMCs will also organize resources that are categorized into response clusters. Further, IMTs will be deployed across the earthquake affected areas. Following the principles of ICS, the response clusters of the assisting LDRRMCs will serve as the “force providers” while the IMTs will act as the “force employers.”

When it comes to administrative and logistical concerns, each assisting LDRRMC will utilize their own resources for mobility and for response. It is assumed that the assets within the affected regions will be rendered unusable due to the effects of the earthquake. Hence, the assisting LDRRMCs will have to be self-sufficient.

However, if the existing EOCs are “partially activated” or are still functioning, the assisting LDRRMCs will augment resources based on their actual need. The activation of the EOCs will be calibrated according to the degree of effects of the earthquake.

C. De-activation

All assisting LDRRMCs will operate until such time that the barangay and city/municipal teams will be able to recover and eventually take charge. Hence, the trigger for the de-activation of the harmonized provincial contingency plan will be the recommendation of the incident commander (IC) of the assisting LDRRMC. Specifically, the IC will assess if the local resources are already functional. The recommendation will then be escalated to the EOC of the assisting LDRRMC for further decision.

Upon consultation and assessment together with the Local Chief Executive of the affected LDRRMCs and the Provincial Governor or the Chairperson of the PDRRMC, the response assets of the assisting LDRRMCs will gradually be demobilized back to their home units. Eventually, the command for the management of response operations will be transferred to the PDRRMC and will de-escalate to provincial down to local levels.

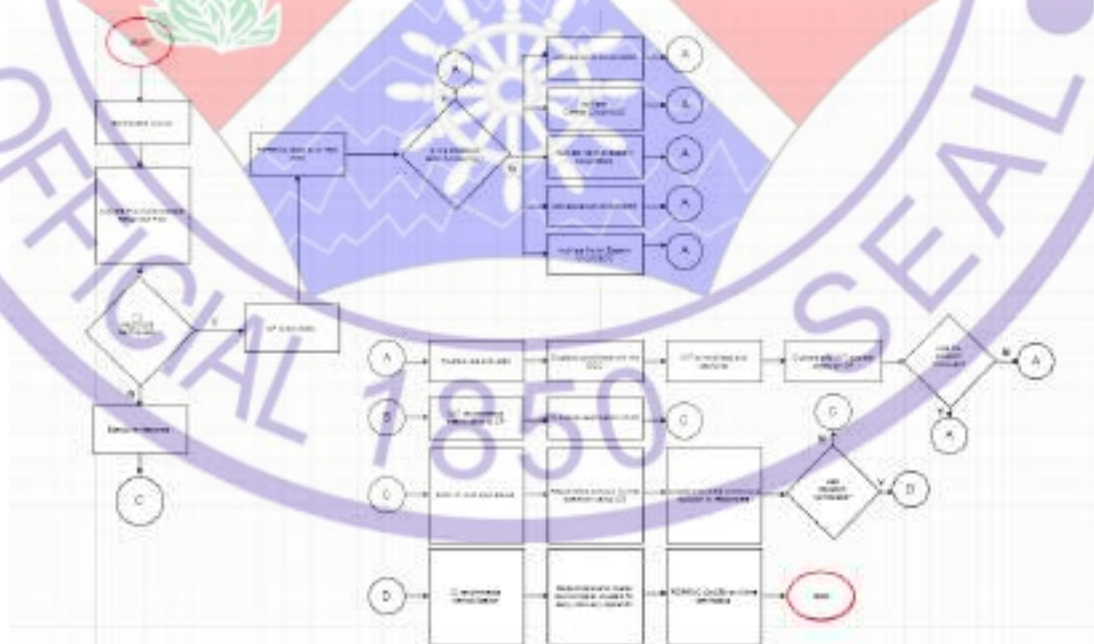


Diagram 1: Activation and De-activation of Harmonized Provincial Contingency Plan

D. Non-activation

In the event of non-activation of the harmonized provincial contingency plan, the response mechanisms stipulated in this plan can still be relevant for any earthquake incident as it incorporates the existing plans of the PDRRMC, C/MDRRMCs, and the Barangay Disaster Risk Reduction and Management Councils (BDRRMCs).



Diagram 2: Harmonization of Response at all Levels

Specifically, as seen in the above diagram, the response for the earthquake will always begin at the barangay levels in accordance with the respective contingency plans of the affected BDRRMCs. In the event of incident escalation, the response will be elevated at the city/municipal level in accordance with the local contingency plan of the C/MDRRMC. For the worst-case 7.2 magnitude earthquake, the PDRRMC will come in with the assistance of the assisting LDRRMCs, as provided for in the harmonized provincial contingency plan.

ANNEX E: DIRECTORY



LA UNION PDRMC/C/MDRMC DIRECTORY

LGU	NAME	POSITION IN THE COUNCIL	POSITION IN THE LGU/ AGENCY/ OFFICE	CONTACT DETAILS		
				Landline No	Mobile No	Email Ad
PDRMC	Francisco Emmanuel "Pacoy" R. Ortega III	Governor /Chairperson	Provincial Governor			
		Vice Chairperson				
	Hon. Gary N. Pinzon	Member	SP Member and chairman-Committee on Disaster Preparedness and Management and Relief Services	(072) 607 3639		
	Hon. Francisco "Kit" C.Ortega Jr.	Member	SP Member and Chairman-Committee on Environment and Energy	(072) 242 7297		
	Hon. Hermenigildo A. Gualberto	Member	Municipal Mayor	(072) 888 6908		
	Jennifer Joan O. Manguiat	Member	Provincial Administrator	(072) 888 3171/70		

				04652		
	Dr. Mauro A. Libatique Jr.	Member	Provincial Planning and Development Coordinator	(072) 700 4767		
	Dr. Hector T. Beñas	Member	Provincial Health Officer	(072) 607 2633		
	Myrna Picaso	Member	Assistant Provincial Agriculturist	(072) 888 3182		
	Engr. Elizabeth P. Sias	Member	Provincial Engineer	(072) 6077253		
	Dr. Nida N. Gapuz	Member	Provincial Veterinarian	(072) 607 0248		
	Catherine F. Franco	Member	Provincial Budget Officer	(072) 607 4012		
	Francis Remeguis E. Estigoy	Member	Provincial Treasurer	(072) 888 2238		
	Albert F. Padilla	Member	Provincial Accountant	(072) 607 4767		
	Atty. Dominique Jose S. Puzon	Member	Provincial Legal Officer	(072) 607 1628		
	Adamor L. Dagang	Member	Provincial Information and Tourism Officer	(072) 888 8838		
	Donato A. Rimando	Member	Secretary to the Sangguniang Panlalawigan	(072) 700 1320/60 73534		
	Dr. Glenn Ernest Fonbuena	Member	Chief Executive Officer, LUMC	(072) 6075541 /607593 9		
	Dr. Mark Anthony S. Tomboc	Member	Chief of Hospital, Balaoan District Hospital	(072) 6030280		
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	Dr. Rowena Banzon	Member	DEPED Schools Division Superintendent	(072) 607 8133		
	Lt. Gen. Romeo T. Tanalgo	Member	Chief, AFP_Northern Luzon Command			
	Commo. Lyndon F. Latorre	Member	Head, Coast Guard District North Western Luzon, City of San Fernando			
	C/INSP. Samuel G. Abenes	Member	Provincial Fire Marshall, BFP			
	Dir. Roger P. Daquioag	Member	DILG, Provincial Director			
	Dir. Daria R. Mingaracal	Member	DTI, Provincial Director			
	FOR. Maximo F. Soriano	Member	DENR, Provincial Director			
	Almira V. Abrazado	Member	Administrator, Philippine Red Cross La Union Chapter			
	Racquel M. Espiritu	Member	DOST, Provincial Director			
	Agnes B. Aguinaldo	Member	DOLE, Provincial Director			
	Engr., Emil R. Ganaden	Member	DPWH, District Engineer - 1st District			
	Engr., Aquilino M. Nicer	Member	DPWH, District Engineer - 2nd District			
	Engr., Gaudencio M. De Vera	Member	Manager, NIA-La Union			
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	PSINSP Nestor D. Juanbe	Member	PNP Chief of Police		90849 12351	
	Miguel D. Montes	Member	LNB President		95637 84511	
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	Fely Mila Concepcion Gacao	Member	NGO (Market Vendors Association Rep.			
	Rosemarie Guerrero	Member	BHW			
	Remedios Untalan	Member	Parish Pastoral Council			
	Jun Agsaulio	Member	TODA Pres.			
	Albert J. Rillera	Member	BFP			
	Ana Langege	Member	IP Municipal Rep.			
	Victoria Trinidad	Member	LUVWI			
	Ruben Camarao	Member	NGO (BRASA Rep)			
	Marilyn Cleto	Member				

	Santiago G. Caluza	Member	MDRRMO-designate		95577 13073	
	PSINSP Nestor D. Juanbe	Member	PNP COP		90849 12351	
BALAOAN	ATTY. ALELI U. CONCEPCION	Chairperson	Municipal Mayor	6070069	92097 58681	balaoan_2517@yahoo.com.ph
	ATTY. ALFRED O. CONCEPCION	Vice Chairperson	Municipal Vice Mayor	6070070	91781 17057	sb@balaoanlaunion.gov.ph
	ENGR. PRUDENCIO O. OCTAVO, JR.	Executive Officer	MDRRMO III	6070069	91984 47809	jundencio@gmail.com
	ENGR. PRUDENCIO M. OLIVA, JR.	Member	MPDC	6070011	91983 57701	mpdobalaoan2517@gmail.com
	MARILOU B. MINIANO	Member	MSWDO/GAD Focal Person	6070877	95020 51940	mswd_balaoanlaunion@yahoo.com
	DR. FELICIDAD L. LEDDA	Member	MHO	6070012	91784 71159	felyledda@yahoo.com
	GERARDO OPINALDO	Member	MUN. AGRI.	6070877	91964 56613	agriculture@balaoanlaunion.gov.ph
	ENGR. RENATO V. OPENA	Member	MUN. ENGR.	6070011	90845 32222	engineering@balaoanlaunion.gov.ph
	CORNELIO O. OCTAVO, SR.	Member	MUN. BUDGET OFFICER	8881073	92095 62895	budget@balaoanlaunion.gov.ph
	MARY JANE O. TURALBA	Member	Municipal Treasurer	6070130	99947 15054	treasury@balaoan.gov.ph
	CHERRYL AISLE L. GIRONELLA	Member	Municipal Accountant	8881073	94999 59086	accounting@balaoanlaunion.gov.ph
	DYAN GRACE N.	Member	Municipal Administrator	6070069	91750 82489	balaoan_2517@yahoo.com

	CONCEPCION					hoo.com.ph
	LGOO VI FLORY ANN O. ESTIOCO	Member	MLGOO	6070877	9393810845	annestioco1976@gmail.com
	MARCIANO N. ORFIANO	Member	DepEd District Supervisor			
	Representative of the Armed Forces of the Philippines	Member	Representative of the Armed Forces of the Philippines			
	DYAN GRACE N. CONCEPCION	Member	Municipal Administrator			
	LGOO VI FLORY ANN O. ESTIOCO	Member	MLGOO			
	MARCIANO N. ORFIANO	Member	DepEd District Supervisor			
	Representative of the Armed Forces of the Philippines	Member				
	PCI ROGELIO B. MIEDES	Member	OIC Balaoan PNP	6071961	9989673036	balaoanps_luppo@yahoo.com
	SFO4 AMANTE CASTILLO	Member	FIRE MARSHALL-BFP	6030452	9076263849	castle_091968@yahoo.com
	AMIEL JOHN U. CONCEPCION	Member	LNB PRESIDENT	6070069	9178901607	balaoan_2517@yahoo.com.ph
	ZHOREN ELRICK R. ORDINARIO	Member	SKMF President	6070070	9163717676	sb@balaoanlaunion.gov.ph
	REPRESENTATIVE PHILIPPINE RED CROSS	Member				
	LILIA U. CONCEPCION	Member	LUVWI, Accredited CSO	6070069		balaoan_2517@yahoo.com

	N					hoo.com. ph
	ELISEO R. PERA	Member	Municipal Agriculture and Fishery Council, Accredited CSO	6070877		
	SALVADOR DIRECTO	Member	Senior Citizen Asso., Accredited CSO	6070069	90862 90906	
	MILAGROS OLBINADO	Member	Brgy. Health Worker Asso., Accredited CSO	6070877		
	DANTE NOCES	Member	Municipal Fishery and Aquatic Resources Management Council	6070877	99835 82808	
	HECTOR G. LOPEZ	Member	Private Sector		92082 28727	
	JOHN FREDERICK DOCULAN	Member	Balaoan Adventure Riders Club, Accredited CSO	6070069		
BANGAR	Joy Pinzon Merin	Mayor / Chairperson	Municipal Mayor	6072088		
	Cherry Lyne L. Flores	Member	LDRMO III	6079475	91983 94993	rexchel_0220@yahoo.com
	Engr. Reynaldo J. Sibayan	Member	MPDC		0920-829-9715	
	Hon. Edgar B. Ferido	Member	Liga ng mga Barangay President		0998-541-7503	
	Fortunata Y. Dumangeng	Member	Municipal Treasurer			
	May Ann Alberto	Member	Municipal Accountant			
	Maria Elvira P. Dian	Member	Municipal Budget Officer			
	Amalia E. Gavina	Member	MSWDO	607-3600		
	Dr. Lallaine Jeanette S.	Member	Mun. Health Officer	607-4245		

	Bello					
	Engr. Marlon M. Viray	Member	ICO-Municipal Assessors Office	607-2088		
	Elizabeth N. Abriam	Member	MAO	607-2088	0998-953-7374	
	Engr. Nestor Raymund L. Ledda	Member	Municipal Engineer			
	Katrina Cabalona	Member	AT/ Livestock Inspector			
	Mario P. Pascua	Member	District Supervisor, Bangar DEP ED			
	PCI Cirilo D. Butigan, Jr.	Member	OIC , Chief of Police ,PNP		0917-502-8357	
	SFO4	Member	Edgar C. Culaton, Mun. Fire Marshall, BFP			
	Hon. Rogelio P. Coloma	Member	Sangguniang Bayan Member			
	Babyling T. Villanueva	Member	MNAO			
	Gretchen T. Villanueva	Member	Secretary to the Sangguniang Bayan			
	Joselito C. Magpali	Member	NGO Rep. - Bangar Response Radio Group			
	Oscar J. Conataoi, Jr.	Member	Guardians			
	Florencio M. Rivera	Member	Reservist- Bangar Chapter			
	Lydia G. Ong	Member	NGO Rep.- Bangar Retirees Asso.			
	Edward V. Fiocca	Member	NGO Rep. - Bangar Tricycle Operataors Asso.			
	Marcos M. Acosta	Member	NGO Rep. - ALCONTE Farmers Asso.			
	Edilberto	Member	NGO Rep.			

	Malano		Fisherfolk Asso.			
	Letecia R. Mupas	Member	NGO Representative			
	Nanette N. Miguel	Member	Red Cross 143 Municipal Coordinator			
	Anthony J. Taguam	Member	Municipal Civil Registrar			
	Danilo M. Garcia	Member	NGO Representative-Market Vendors Association			
	Highest Ranking Officer	Member	Armed Forces of the Philippines (assigned in the Municipality)			
BAUAN G	EULOGIO CLARENCE MARTIN P. DE GUZMAN III	Mayor / Chairperson	MAYOR	(072) 705-1102	09399 90912 4	
	BONIFACIO G. MALINAO, SR.	Member	VICE-MAYOR	(072) 607-7521	09507 92300 0	
	RAYMUND C. GANADEN	Member	SBM-CON. CHAIR ON Disaster & Management & Relief Services	(072) 607-7521		
	NOEL T. GALLARDO	Member	PRESEIDENT-LIGANG MGA BARANGAY	-	09082 08998 7/ 09208 93909 4	
	YOLANDA P. VERGARA	Member	MLGOO-DILG BAUANG	(072) 682-0664	09281 72818 2/ 09167 57200 5	
	PCI DANILO V. LIGAYO	Member	CHIEF OF POLICE-PNP	(072) 705-3754	09453 58896 5/ 09497 87900 4	

	ALMA L. LUNA	Member	COA TEAM LEADER	(072) 682-2024		
	S/INSP JUN ELAND I. WANAWAN	Member	MUNICIPAL FIRE MARSHALL	(072) 705-3989		
	J/SINSP RANDY A. BATAY-AN	Member	DISTRICT JAIL WARDEN	(702) 705-0670		
	JOEL VINCENT C. CANIEZO	Member	MDRRMO	(072) 682-0861	09305 64929 3	
	ENGR. RAINIER J. CALICA	Member	MPDC/MUN. ADMINISTRATOR DESIGNATE	(072) 6077526	09088 21759 9	
	DR. OLGA G. ESTEPA	Member	MUN. HEALTH OFFICER	(072) 687-0895	09175 64119	
	LOIDA R. COSTALES	Member	MUN. BUDGET OFFICER	(072) 607-2963	09209 45467 4	
	VINCENT C. RIMORIN	Member	MUNICIPAL ACCOUNTANT	(072) 607-5967		
	REBECCA G. SABADO	Member	MUNICIPAL AGRICULTURIST	(072) 687-1494	09159 24978 9	
	DIANA F. FLORES	Member	MUNICIPAL ASSESSOR	(072) 682-2761		
	EUMELIA E. MENDOZA	Member	MUNICIPAL CIVIL REGISTRAR	(072) 607-2779		
	ENGR. RICARTE G. TADEJA	Member	MUNICIPAL ENGINEER	(072) 607-2779		
	WILSON SAMUEL C. CALUZA	Member	MENRO	(072) 682-2305		
	VIOLETRA B. ABENOJA	Member	MUNICIPAL TREASURER	(072) 607-2911		
	MARVIN S. SUBALA	Member	HRMO	(072) 888-1511		
	ENGR. LOURDES C.	Member	GENERAL SERVICES	(072) 682-		

	GAPASIN		OFFICER	2311		
	ERLINDA O. NUNAN	Member	MSWDO	(072) 607-2764	09177 28009 0	
	ROSALIE J. DOUT	Member	SB SECRETARY	(072) 687-0537	09177 74109 0	
	VOLTAIRE Q. MALLARE	Member	License Inspector II	(072) 6820143		
	ROSE LULU P. PAGADUAN	Member	Department of Health, Representative	(702) 687-0895		
	DR. HENRY M. LEDDA	Member	DepEd- Bauang District Supervisor		09338 55744 3	
	ENGR. ARIEL MADAYAG	Member	Manager, Marand Resort and Spa			
	ENGR. FELIX P. SANCHEZ	Member	Proprietor, FILVISION			
	FERDINAND C. RINDON	Member	Representative, Timek ti Bauang			
	LOWELL A. VILLA	Member	Representative, United Church Men			
	ERNESTO MARQUEZ	Member	BATODFED- President			
	FELIMON P. RIMORIN	Member	President- CATADUPAC Irrigators Association			
BURGOS	ROBERT B. MADARANG, JR.	Mayor / Chairperson	Municipal Mayor	NONE	92194 01818	burgoslgurbmjr@gmail.com
	FRANCISCO A. ABERIN	Member	MPDC		97785 00021 1	
	FLORINA DELOS REYES	Member	LDRMO		93990 34750	florinadelosreyes04@gmail.com
	KATHLEEN C. OLIVAS	Member	MSWDO		91786 76800	kayceelove1204@gmail.com
	ISIDRO C.	Vice Chair	Vice Mayor		95008	

	DELOS REYES				70583	
	EFREN A. HIDALGO	Member	SBM			
	GAUDENCIO O. QUEZADA	Member	MAO		92094 76588	gaudenci ooquezad a@gmail, com
	EUGENIA JANE T. DOMINGUEZ	Member	MHO		91783 34117	
	MARILYN G. ABANSI	Member	MBO		91821 34618	
	RICO P. PANTA	Member	Mun. Accountant		91289 37259	
	TERRY V. ABELLADA	Member	Mun. Treasurer		99886 49116	
	FERDINAND G. RAMOS	Member	Mun. Engineer		90952 47107	
	NORMA P. LEGASPI	Member	MCR		99886 49117	
	MYRNA C. ZARATE	Member	HRMO		92962 14186	
	CICERO A. MENDOZA	Member	COP-PNP		99896 73039	
	MAY ROSE ANCHETA	Member	MLGOO		92374 27229	
	DENNIS C. COMEDIS	Member	ABC - President		94732 27916	
	REMEDIOUS C. PAMAQUED	Member	District Supervisor			
	MARLON TORRES	Member	Private Sector-Rep		92926 04282	
	MARIA PICLE	Member	NGO-Rep			
	HECTOR HIDALGO	Member	NGO-Rep			
	MARYLENE FLORES	Member	NGO-Rep		93991 92605	
	FELY ANGOLO	Member	IP Rep			
CABA	PHILIP CAESAR P. CRISPINO	Mayor / Chairperson	Mayor	607-0312	09202 22220 2	cabalu@yahoo.com

	IGMEDIO L. DUGEÑA	Vice Chair	Vice Mayor			cabalu@yahoo.com
	Dr. Diana T. Palo	Member	MHO	607-0312	09500 87587 5	cabalu@yahoo.com
	Conrado A. Vito	Member	SB Comm on DRRM	607-0312		cabalu@yahoo.com
	Crispina G. Hombrebueno	Member	MSWDO	607-0312		cabalu@yahoo.com
	Engr. Anthony P. Maglaya	Member	Mun. Engr.	607-0312	09064 96598 2	cabalu@yahoo.com
	Perlina M. Dugena	Member	Budget Officer	607-0312		cabalu@yahoo.com
	Ronnie P. Mangaser	Member	SB Comm on Appropriations	607-0312		cabalu@yahoo.com
	Josephine S. Sobredo	Member	MAO	607-0312		cabalu@yahoo.com
	Rosemarie G. Lalata	Member	OIC MPDC	607-0312		cabalu@yahoo.com
	Josephine S. Sobredo	Member	MAO	607-0312		cabalu@yahoo.com
	Edgar G. Lalata	Member	DRRM Focal Person DepEd	607-0312		cabalu@yahoo.com
	Bernadette L. Mangaser	Member	SB Sec	607-0312		cabalu@yahoo.com
	Lisa P. Ugay	Member	Mun. Treasurer	607-0312		cabalu@yahoo.com
	Joefrey Sanchez	Member	COP PNP	607-0312		cabalu@yahoo.com
	Imelda D. Vallejo	Member	LnB President	607-0312		cabalu@yahoo.com
	Araceli P. Sobredo	Member	OIC Accountant	607-0312		cabalu@yahoo.com
	Carmelita G. Sobrepena	Member	LCR	607-0312		cabalu@yahoo.com
	Francisco A. Vergara	Member	MLGOO	607-0312		cabalu@yahoo.com
	Dianne Lane A. Victoria	Member	4Ps Mun. Link	607-0312		cabalu@yahoo.com
	Alexander S. Picardal	Member	MENRO	607-0312		cabalu@yahoo.com
	Engr. Rosalla D. Morla	Member	Municipal Assessor	607-0312		cabalu@yahoo.com

	Matias R. Milo, Jr.	Member	Red Cross Rep	607-0312		cabalu@yahoo.com
	Danilo Q. Mauricio	Member	HRMO	607-0312		cabalu@yahoo.com
	Donna R. Crispino	Member	LUVWI President			cabalu@yahoo.com
	Leonardo Patacsil	Member	Caba TODA PResident			cabalu@yahoo.com
	Myrna O. Picazo	Member	SJBP MPC I Rep			cabalu@yahoo.com
	Donnie Navarro	Member	PTCA President			cabalu@yahoo.com
	Maty Ann Masaoy	Member	Market Vendors' President			cabalu@yahoo.com
	Rodrigo Sordilla	Member	KC CSO Rep			cabalu@yahoo.com
	Robertson F. Subala	Member	FM BFP			cabalu@yahoo.com
	Lemuel L. Sudiactal	Member	LDRRMO	607-3420	9463166743	ldrrmoca@yahoo.com
LUNA	Hon. Victor Marvin U. Marron	Mayor / Chairperson	Mun. Mayor	607-1132	09399247662	lunalaunion@gmail.com
	Ricardo T. Manangan	Member	MDRRMO		09182573613	
	Lucrecia R. Nuesca	Member	OIC-MSWDO		09084529434	
	Cesar R. Nisce	Member	MPDC		09213004606	
	Dr. Primitivo Gil B. Zambrano	Member	Mun. Health Officer	607-0497	09274422601	
	Jandy F. Castillo	Member	Mun. Agriculture Officer		09186116794	
	Engr. Bernardo C. Manicap	Member	Mun. Engineer		09159801677	
	Marilene B. Sampaga	Member	Meat Inspector		09395707557	

	Romel M. Ledda	Member	Mun. Budget Officer		09369 39440 3	
	Marciano M. Orfiano	Member	DepEd Representative		09199 34998 3	
	PCI Roy E. Villanueva	Member	OIC Luna PS, PNP		09989 67304 1	
	FO3 Nelson N. Sibayan	Member	OIC-Municipal Fire Marshal		09952 33317 6	
	Hon. Antonio F. Bautista, Jr., M.D.	Member	Liga ng mga Barangay President		09212 90633 2	
	Wilfred G. Nacionales	Member	Mun. Accountant		09175 90246 1	
	Armando N. Lomboy	Member	Acting Municipal Treasurer		09205 36900 9	
	Hon. Ernesto A. Nera, Jr.	Member	Representative of the Sangguniang Bayan		09174 82394 0	
	Almira V. Abrazado	Member	Chapter Administrative-Philippine Red Cross		09209 15379 8/094 55308 444	
	Luzviminda A. Lopez	Member	MLGOO, DILG		09953 99221 9	
	Tito U. Gorospe	Member	Mun. Envi. Management Coordinator		09217 38477 5	
	Terenciana F. Martinez	Member	BHW Federation. Representative		09182 57896 2	
	Rodolfo R. Sarmiento	Member	TODA President		09162 62980 4	
	Quintin N. Nuesca	Member	PTCA Federation. President	607-0817		
	Ethel D. Marron	Member	LUVWI President		09075 20078 4	

	Moises C. Sibayan	Member	Private Sector-Rep		09215 34550 4	
	Alfredo C. Cargo	Member	Luna Market Vendors Association President		94934 85517	
	Erlinda N. Nuesca	Member	MNAO		09291 05991 9	
NAGUILIAN	REYNALDO J. FLORES	Mayor / Chairperson	Municipal Mayor	(072)60 9-1066	0917-301-1414	
	ABRAHAM P. RIMANDO	Member	Municipal Vice-Mayor		0939-904-6979	
	MANUELITA G. TIRI	Member	MDRRMO		0917-799-6245	
	DR. TEOFILO SEVERO E. DUMAGUIN, JR.	Member	MHO	(072)60 9-1144	0927-933-2564	naguilian municipal healthoffice
	WILHEMIA E. AREOLA	Member	MSWDO	(072)60 9-1166	0915-553-0824	yang_areola@yahoo.com
	AURELIO F. FLORA	Member	Mun. Agriculturist		0917-327-9900	maonaguilian2015@yahoo.com
	ENGR. FROILAN S. FLORENDO, JR.	Member	Mun. Engineer	(072)60 9-1083	0917-320-4455	
	JOY P. FLORES	Member	Mun. Budget Officer/Acting MPDC/CEO	(072)60 9-1124	0917-327-2233	
	ELENA B. DELIZO	Member	Mun. Treasurer	(072)60 9-1077	0917-300-0401	e_delizo@yahoo.com
	ABELARDO M. MARZAN	Member	Livestock Coordinator, Veterinary Unit			
	DR. ARTEMIO L. FLORENDO, JR.	Member	District Supervisor, DepEd Naguilian District		0910-244-4411	

	LTC ELMER JAY C. ANIBIGNO II CE (GSC) PA	Member	Commanding Officer, 548th En'g. Batallion		0935-843-7081	
	PCINSP REYNALDO SORIA	Member	Chief of Police, PNP	(072)609-1138	0977-171-1305	
	JINSP ANTONINO R CRUZ	Member	OIC, BJMP	(072)609-4054		
	FO4 WINSTON P DAUS	Member	OIC Fire Marshall, BFP	(072)609-1243		
	ENGR. AQUILINO NICER	Member	District Engr., DPWH 2nd Eng'g. District	(072)609-1070		
	NASSER DUGASAN	Member	President, Junior Chamber International-Naguilian Basi		0930-626-5617	
	JOFRE F. HIPOL	Member	President, Liga ng Mga Brgy		0912-146-3237	
	RAUL Z. OJASCASTR O	Member	Representative, PNRC		0917-938-7743	
	VIRGINIA O. ESTEPA	Member	President, Bannuar ti La Union Naguilian Chapter			
	ELPIDIO B. MENDOZA	Member	President, Padanum Irrigators			
	ESTELO DIAMANTE	Member	Kabalikat CIVICOM Volunteer	(072)705-0277	0908-813-3455	
	JANE SERENO	Member	Representative, Private Sector			
	All 37 Punong Barangays					
	REMIGIO M. RIMANDO JR.	Member	Punong Barangays		95063 01068	
	MEDEL A. DELOS	Member	Punong Barangays		92668 35378	

	REYES					
	JUANARIO B. CORPUZ	Member	Punong Barangays		92933 43172	
	POTENCIAN A A. PEREZ	Member	Punong Barangays		93928 41053	
	WILFREDO F. GUNDRAN	Member	Punong Barangays		91577 00247	
	DIOSDADO A. BAMBICO	Member	Punong Barangays		92736 43366	
	WILLY M. CORPUZ	Member	Punong Barangays		91029 82369	
	EDWIN C. CASUGA	Member	Punong Barangays		93692 90644	
	RAMON B. GACUTAN	Member	Punong Barangays		94978 19757	
	RENATO D. IGNACIO	Member	Punong Barangays		91828 77967	
	JUNE O. SORIANO	Member	Punong Barangays		09126 32504 4/091 59935 965	
	JERRY G. NARCE	Member	Punong Barangays		92026 64816	
	FEDERICO C. HULLANA JR.	Member	Punong Barangays		91996 70687	
	OLIVER S. FLORES	Member	Punong Barangays		93019 19485	
	NOEL Z. OJASCASTR O	Member	Punong Barangays		93991 52511	
	RUEL E. BAUTISTA	Member	Punong Barangays		94644 20558	
	EDGAR V. CASACLANG	Member	Punong Barangays		99953 36052	
	RAMIL D. ABUAN	Member	Punong Barangays		96627 96953	
	ELMER C. ABENOJAR	Member	Punong Barangays		91830 34890	
	LAGUNDRIN A R. MENDOZA	Member	Punong Barangays		91836 81693	
	SAMUEL S.	Member	Punong		90635	

	FERNANDEZ		Barangays		70464	
	EDUARDO T. SORIANO	Member	Punong Barangays		92958 95592	
	REINARIO R. FLORENDO	Member	Punong Barangays		91026 39482	
	LENNIE M. MERCADO	Member	Punong Barangays		91664 26280	
	MARITES A. QUIÑONES	Member	Punong Barangays		93080 50503	
	WILFREDO C. RILLERA	Member	Punong Barangays		90622 08662	
	LORENZO S. VELASCO	Member	Punong Barangays		97769 55301	
	LUZVIMIND A C. BAMBICO	Member	Punong Barangays		91848 45792	
	EFREN G. PONTANES	Member	Punong Barangays		99938 77036	
	JOFRE F. HIPOL	Member	Punong Barangays		91214 63237	
	XYRCHEZ C. LOMBOY	Member	Punong Barangays		90920 39787	
	CRISTIAN D. NISPEROS	Member	Punong Barangays		93877 18113	
	SATURNINO F. FLORA	Member	Punong Barangays		99977 77521	
	RENAN CASTRO	Member	Punong Barangays		93651 2729	
	ROGELIO P. LIYO	Member	Punong Barangays		94786 39678	
	LYROSE L. BANAWA	Member	Punong Barangays		94990 29399	
	MANUEL M. CALICA JR.	Member	Punong Barangays		91926 00656	
PUGO	Priscilla M. Martin DDM.	Mayor / Chairperson	Municipal Mayor		91763 85479	lgupugo @yahoo. com
	Hon. Isidro G. Dacpano	Member	Municipal Vice Mayor			
	Deric Jarvis	Member	LDRMO-		91759	

	B. Tino		Designate		92397	
	Jesse Ann D. Duclayan	Member	Municipal Social Welfare and Development Officer		91772 80664	
	Dr. Ryan R Difunturom	Member	Municipal Health Officer			
	Pl Insp Nestor C. Juanbe	Member	Chief of Police		99859 85165	
	Engr. Sherwin Jay G. Bahatan	Member	Municipal Engineer		91750 48817	engrsherwinbahatan@yahoo.com
	Hon. Manuel P. Mapalo	Member	SBM Chair on DRRM			
	Lilibeth R. Panasan	Member	Municipal Budget Officer		91957 58814	
	Hon. Juvenal R. Basallo	Member	SB Chair on Appropriations			
	Arch. Alfredo G. Tubera	Member	Municipal Planning and Development Coordinator		91771 77336	
	Letecia S. Paculan	Member	Municipal Agricultural Officer			
	Dr. Thelma M. Fangon	Member	School Principal-DepEd			
	Maribel M. Regaspi	Member	Secretary to the Sanggunian		90887 51875	
	Cesar Q. Soriano	Member	Municipal Treasurer			
	Hon. Romeo M. Tagabeng	Member	Liga ng mga Barangay President		90881 10667	
	Rodel A. Calazara	Member	Municipal Accountant		91781 35372	
	Maria Georma D. Aspiras	Member	Municipal Civil Registrar			
	Mark Jun L. Borja	Member	DILG-MLGOO		91732 01544	fatboarslim_101@yahoo.co

						m
	Manolito A. Abellera	Member	MENRO-Designate		93091 99300	
	Josie D. Gaela	Member	Municipal Assessor			
	Laila C. Lales	Member	Representative of Red Cross		95688 13660	
	Verina P. Lopez	Member	HRMO		92054 10478	
	Dominga A. Estoque	Member	Pugo Women's Organization			
	Ernesto Calletong	Member	MAFC President			
	Yolanda Alabag	Member	Market Vendors Association President			
	Pierre Clement F. Gatchalian	Member	Fire Marshall, Bureau of Fire Protection		92579 90075	
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PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT PLAN
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REFERENCES

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