



OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD AT THE SB SESSION HALL, MUNICIPAL BUILDING ON JUNE 27, 2011 AT 9:00 IN THE MORNING.

Present:

Honorable Alex B. Dulay	Municipal Vice Mayor (Presiding Officer)
Honorable Christopher G. Hadap	Municipal Councilor
Honorable Joseph Alan G. Gacis	-do-
Honorable Edward Ruel T. Barlin	-do-
Honorable Evelyn S. Garalde	-do-
Honorable Salvador L. Frencillo	-do-
Honorable Ernie G. Garcera	-do-
Honorable Benjamin R. Rili	-do-
Honorable Julio E. Garduque	-do- (LIGA President)
Honorable Rotchien P. Fuster	-do- (SKMF President)

Absent:

Honorable Carlos G. Estrelon, Jr.	Municipal Councilor
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MUNICIPAL ORDINANCE NO. 03 s. 2011

AN ORDINANCE CREATING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (MDRRMO) IN THE MUNICIPALITY OF MATNOG, SORSOGON (AS AMENDED)

Author: Honorable Edward Ruel T. Barlin

SECTION 1. AMENDMENT: By virtue of a veto message from the LCE, the phrase "permanent employee" in the paragraph of section 4. Qualification of the DRRM Officer is hereby amended to read as follows:

" The Local Chief Executive is hereby authorized to designate a **qualified person** of the Local Government Unit to act as DRRM Officer for the time being until such time that the Local Government Unit is qualified to appoint a permanent DRRMO. A qualified person shall mean to be person who has acquired trainings and seminars on civil defense and risk reduction management. This is in addition to the qualification set forth for a DRRM Officer and provided in this ordinance. Provided further, that the appointment is without change in remuneration or salary of the person being appointed to the position.

SECTION 2. EFFECTIVITY: This amendatory ordinance shall take effect upon its approval and to read, to wit:

MUNICIPAL ORDINANCE NO. 01 S. 2011

AN ORDINANCE CREATING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (MDRRMO) IN THE MUNICIPALITY OF MATNOG, SORSOGON (AS AMENDED)

Author: Honorable Edward Ruel T. Barlin

Be it ordained by this Sangguniang Bayan of Matnog, that:

Section 1. TITLE. This ordinance shall be known as "An Ordinance Creating the Municipal Disaster Risk Reduction and Management Officer (MDRRMO) in the Municipality of Matnog, Sorsogon

Section 2. ESTABLISHMENT OF AN OFFICE. There is hereby created a Municipality Disaster Risk Reduction and Management Office (MDRRMO) in the Municipality of Matnog, Sorsogon under the office of the Municipal Mayor. Its office shall be located at the ground floor of the New Municipal Building, Matnog, Sorsogon.

Section 3. COMPOSITION AND STRUCTURE. The MDRRMO shall be initially organized and composed of DRRMO to be assisted by three (3) staff responsible for : (1) administration and training; (2) research and planning; and (3) operation and warning.

1.1. The budgetary source, compensation and hiring procedure for the DRRMO shall conform to the rules and policies of the CSC and the DBM, among others.

Section 4. QUALIFICATION OF THE DRMM OFFICER. The DRRM Officer shall have the following qualifications:

- (a) Must be civil service eligible (1st grade preferably)
- (b) Must have a Civil Defense/DRM experience

The Local Chief Executive is hereby authorized to designate a **qualified person** of the Local Government Unit to act as DRRM Officer for the time being until such time that the Local Government Unit is qualified to appoint a permanent DRRMO. A qualified person shall mean to be person who has acquired trainings and seminars on civil defense and risk reduction management. This is in addition to the qualification set forth for a DRRM Officer and provided in this ordinance.

Section 5. FUNCTIONS. The Municipal DRRMO, in coordination with concerned national agencies and instrumentalities, shall perform the following functions with impartiality, given the emerging challenges brought by disaster of our times.

1. Set the direction, development implementation and coordination of disaster risk reduction management program within the territorial jurisdiction.
2. Design, program and coordinate disaster risk reduction and management activities consistent with the National Council's standard and guidelines.
3. Facilitate and support risk assessment and contingency planning activities.
4. Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risk reduction and management
5. Consolidate and conduct training, orientation and knowledge management activities on disaster risk reduction and management.
6. Operate a multi-hazard early warning system, linked to a disaster risk reduction to provide accurate and timely advice local emergency response organizations and to the general public through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities.
7. Formulate and implement a comprehensive and integrated MDRRMP in accordance with the national, regional and provincial framework and policies on disaster risk and reduction in close coordination with the local development councils (LDCs)
8. Prepare and submit to the local sanggunian through the MDRRMC and the LDC the annual MDRRMO plan and budget, the propose programming of the MDRRMF, othe dedicated disaster risk reduction and the management resources and the regular funding source/ad budgetary support of the MDRRMO/BDRRMC.
9. 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 9protection and preservation of life and properties during emergencies in accordance with existing policies and procedure.
10. Identify, asses and manage the hazards vulnerabilities and risks that may occur in their locality.
11. Disseminate information and raised public awareness about those hazards, vulnerabilities and risks their nature, effect, early warning signs and counter-measures.
12. Identify and implement cost effective risk reduction measures and strategies.
13. Maintain a database of human resource, equipment, directories and location of critical infrastructure and their capacities such as hospitals and evacuation centers.
14. Develop, strengthen and operationalize mechanism for partnership or networking with the private sector, CSOs and volunteer groups.
15. Take all necessary steps on 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.
16. Organize train, equip and supervise the local effects or emergencies and carry out recovery activities in the affected area, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed.

17. 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 can find help with breastfeeding and care for their babies and give support or teach other.
18. Within its area, promote and raise public awareness of a compliance with the Act and Legislative provisions relevant to the purpose of Act.
19. Serve as the secretariat and executive arm of the MDRRMC
20. Coordinate other disaster risk reduction and management activities
21. Establish linkage/network with the other LGUs for disaster risk reduction and emergency response purpose.
22. Recommend through the MDRRMC the enactment of local ordinances consistent with the requirements of this act.
23. Implements policies, approved plans and programs of the MDRRMC consistent with the policies guidelines laid down in the Act.
24. Establish Municipality Disaster Risk Reduction and Management Operation Center
25. Prepare and submit through the MDRRMC and the LDC, the report on the utilization of the MDRRMF and other dedicated disaster risk reduction and management resources to the Municipal Accountant, copy furnished the regional director of the OCD and the Local Government Operation Officer of the DILG, and Act on other matters that may be authorized by the MDRRMC.

Section 6. INFORMATION AND PUBLIC AWARENESS ON HAZARDS, VULNERABILITIES AND RISK

The LGU shall provide an area within its jurisdiction where hazard maps and contingency plans for major hazards are prominently displayed. In addition, information shall be disseminated through the internet and printed materials such as newsletters, brochures and pamphlets.

Public awareness shall also be undertaken through conduct of drill by the MDRRMO on regular basis.

SECTION 7. FUNDING. The Municipal Disaster Risk Reduction Program Management Office shall have a funding of 5% of the Internal Revenue Allotment of the Municipality. This shall be utilized for administration and training, research and planning and operations and warning. As recommended by the MDRRMC.

SECTION 8. REPEALING CLAUSE. All other ordinances, executive orders and local issuances which are inconsistent with or contrary to the provision of this ordinance are hereby amended or repealed accordingly.


SECTION 9. SEPARABILITY CLAUSE. If any provision of this Ordinance shall be unconstitutional or invalid, the other provision not otherwise affected shall remain in full force and effect.

SECTION 10. EFFECTIVITY CLAUSE. This ordinance shall take effect fifteen days (15) following its posting in four conspicuous places in the municipality.

I hereby certify to the correctness of the foregoing.


JOSEPHINE G. BAUTISTA
SB Secretary

ATTESTED BY:


HONORABLE ALEX B. DULAY
Municipal Vice Mayor
Presiding Officer

APPROVED BY:


EMILIO G. UBALDO
Municipal Mayor

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO.11 , SERIES OF 2014

"CREATING THE MUNICIPAL DISASTER SEARCH AND RESCUE UNIT OF THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL OF MATNOG, SORSOGON DEFINING ITS DUTIES AND FUNCTIONS AND FOR OTHER PURPOSES"

WHEREAS, pursuant to the provision of RA 10121, the Municipal Mayor, EMILIO G. UBALDO has executed Executive No.11, series of 2014, creating the Municipal Disaster Risk Reduction and Management Council SAR TEAM;

WHEREAS, the Municipality is frequently endangered by typhoons, floods, landslides and other natural calamities that adversely affect the socio-economic situations of the constituents;

WHEREAS, The United Nation World Food Program through SPDRMO has donated communication equipment to the Local Government of Matnog that can be used by MDRRMC/MDRRMO;

WHEREAS, it is very vital that MDRRMC prepares and mitigates any unexpected calamities by providing proper paraphernalia on response, search and rescue in addition with the ready personnel to do the job;

NOW THEREFORE, EMILIO G. UBALDO, Municipal Mayor of Matnog, Sorsogon by the virtue of the powers vested in me by law, do hereby direct the following:

SECTION 1. CREATION OF THE MUNICIPAL DISASTER SAR UNIT

The Municipal Disaster SAR Unit is hereby created as Emergency Response Team of the Municipal Risk Reduction and Management Council of Matnog Sorsogon.

SECTION 2. COMPOSITION

The Municipal SAR Unit shall compose of the following:

CHAIRPERSON: Municipal Mayor, EMILIO G. UBALDO

MEMBERS:

Matnog Municipal Police Station Chief	-
Philippine Coast Guard Unit Commander	-
Municipal Fire Marshal	-
Philippine Army Unit Commander	-
Municipal Health Officer	-
MSWD Officer	-
SB Chairman on Public Safety	-
Public Schools District Supervisor	-
DILG MLGOO	-
SORECO Director	-
MDRRMO Action Officer	-

SECTION 3. DUTIES AND FUNCTIONS

1. Shall communicate and coordinate with the MDRRMC through MDRRMO, particularly with the Chairman or his Executive Officer/Action officer , any immediate response to be acted by the unit;
2. Shall be ready to any quick response at any given time or any untoward incidents or calamities;
3. Shall work hand in hand with Search and Rescue Team as well as with the line agencies on which in one way or the other might help quick response on a given incident;
4. Shall utilize all resources of the MDRRMC including the personnel during the quick response;
5. Shall report immediately after the operation to the MDRRMO DOPCEN /Executive Officer;
6. Shall undergo further training like Basic Life Support and First Aid, Search and Rescue, Radio Communication Protocols and other related trainings regarding disaster preparedness and response.
7. Shall be responsible unit for the usage and maintenance of the UN-WFP communication equipment and shall follow the following policies:
 - a. The UN-WFP communication equipment shall be kept safe at Municipal Disaster Risk Reduction Management Office;
 - b. The communication equipment shall be used for official functions of MDRRMC /MDRRMO personnel or immediate response unit;
 - c. The MDRRMO shall be responsible for proper maintenance, repair or replacement of part(s) of communication equipment.


SECTION 4. FUNDING

The Local Government Unit of Matnog shall allocate appropriate operational budget from the Local Disaster Risk Reduction Management Fund (LDRRMF) annually.

SECTION 5. EFFECTIVITY

This Executive Order shall take effect immediately upon signing.

Done this 24th day of June 2014 at Matnog, Sorsogon Philippines


EMILO G. UBALDO
Municipal Mayor/MDRRMC Chairman