



Republic of the Philippines

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT

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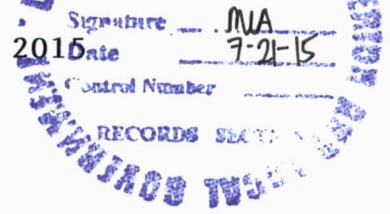
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OFFICE OF THE SECRETARY

MEMORANDUM CIRCULAR
NO. 2015-76

July 21, 2015



TO : ALL PROVINCIAL GOVERNORS, CITY MAYORS, MUNICIPAL MAYORS, PUNONG BARANGAYS, REGIONAL GOVERNOR OF ARMM, DILG-ARMM REGIONAL SECRETARY, DILG REGIONAL DIRECTORS, AND ALL OTHERS CONCERNED

SUBJECT : EARLY PREPAREDNESS ACTIONS TO REDUCE DISASTER RISKS

In line with the provisions of Republic Act No. 10121 otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010, particularly Section 2 (a), which mandates the State to *“uphold the people’s Constitutional right to life and property by addressing the root causes of vulnerabilities to disasters, strengthening the country’s institutional capacity for disaster risk reduction and management and building the resilience of local communities to disasters including climate change impacts,”* and in consideration of the increasing frequency, severity and unpredictability of disaster occurrences that the country has experienced for the past years, the Department hereby enjoins all local chief executives to perform the following early preparedness actions to reduce disaster risks:

On Creation of Systems and Structures:

1. Issue an Executive Order establishing the Incident Command System (ICS) which is to be activated in response to disasters or emergencies, with reference to NDRRMC Memorandum Circular No. 04, s. 2012¹, dated March 28, 2012, *“Implementing Guidelines on the Use of Incident Command System as an On-Scene Disaster Response and Management Mechanism under the Philippine Disaster Risk Reduction and Management System.”*

Reference link:

¹<http://www.ifrc.org/docs/IDRL/-%20To%20add/MEMO%20re%20Implementing%20Guidelines%20on%20the%20use%20of%20ICS%20-%20edited.pdf>

2. Fill up the plantilla position of one (1) Local Disaster Risk Reduction and Management (DRRM) Officer and three (3) DRRM staff pursuant to NDRRMC, DILG, DBM and CSC Joint Memorandum Circular No. 2014-1², dated April 4, 2014, *“Implementing Guidelines for the Establishment of Local DRRM Offices or Barangay DRRM Committees in Local Government Units.”*

On Institutionalizing Policies and Plans:

3. Pursuant to IRR Rule 6, Sec. 4 (3) of RA 10121, **cause the preparation, review and/or updating of a Contingency Plan** which, at the minimum, includes scheme for:
 - ✓ activation of the early warning system;
 - ✓ activation of pre-designated evacuation center(s);
 - ✓ evacuation routes/map;
 - ✓ search and rescue;
 - ✓ emergency response;
 - ✓ medical and counseling services;
 - ✓ distribution of relief goods; and
 - ✓ evacuation center management.
4. **Institutionalize the implementation of Preemptive and Forced Evacuation** as a resort when a disaster or emergency has been declared and danger of loss of lives is imminent. Review protocols and policies, and issue an Executive Order, Resolution, or cause the enactment of an Ordinance, with reference to DILG Memorandum Circular No. 2012-35³, dated February 21, 2012, *“Guidelines in Ensuring Public Safety during Man-Made and Natural Disasters.”*
5. In compliance to IRR Rule 6, Sec. 4 (14) of RA 10121, **forge a Memorandum of Agreement** with:
 - ✓ Supermarkets - for prepositioning of relief good and other supplies
 - ✓ Pharmacies – for prepositioning of medical supplies
 - ✓ Hospitals – for response, use of ambulance and management of casualties
 - ✓ Volunteer groups & Transportation groups - for mobilization purposes for various operations
 - ✓ Telecommunication companies – for dissemination of early warnings and use of communication equipment
 - ✓ Local construction companies - for Search, Rescue and Retrieval (SRR) and clearing operations
 - ✓ Humanitarian organizations – for retrofitting of evacuation centers
 - ✓ Faith-based organizations with structures – for designated or alternative evacuation centers
 - ✓ Funeral parlors – for management of the dead

² http://www.dbm.gov.ph/wp-content/uploads/Issuances/2014/Joint%20Memorandum%20Circular%20/JMC2014-1%20_LDRRMOs.pdf

³ <http://www.dilg.gov.ph/issuances/mc/Guidelines-in-ensuring-public-safety-during-man-made-and-natural-disasters/1573>

6. Establish partnership with other local government units for DRRM and emergency response initiatives pursuant to IRR Rule 6, Sec. 4 (21) of RA 10121.

On Building Competencies:

7. In view of IRR Rule 6, Sec. 4 (5) of RA 10121, ensure the conduct of **Community Based Disaster Risk Reduction and Management (CBDRRM) training and simulation exercises**, i.e., evacuation drills, in each barangay in order to build their competencies in dealing with disasters.
8. In compliance to IRR Rule 6, Sec. 4 (11) of RA 10121, see to it that the DILG's **Pampamilyang Gabay sa Panahon ng Kalamidad**, which contains important information on different hazards and actions to be undertaken pre, during and post calamity, is disseminated to every family in your jurisdiction. Said Guide can be downloaded from <http://www.dilg.gov.ph/whatsnew/Pampamilyang-Gabay-sa-Panahon-ng-Kalamidad/275>.

On Repositioning of Equipment and Supplies:

9. **Stockpile on basic emergency equipment and supplies**, i.e., portable generator, gasoline, potable water, food packs and first aid kits, to ensure easy access to essential needs immediately after a disaster occurs.
10. **Ensure installation of signages or markers in identified hazard and danger zones** (i.e., flood, tsunami, and landslides) in coordination with the Office of Civil Defense, Dept. of Environment and Natural Resources (for landslide and/or rockfall signage), Philippine Institute of Volcanology and Seismology (for tsunami signage), and the Philippine Atmospheric, Geophysical & Astronomical Services Administration (for flood and/or storm surge signage) that implemented the inter-agency program "*Hazards Mapping and Assessment for Effective Community-Based Disaster Risk Management (READY Project)*". Refer to *Annex A* for sample signages or markers.
11. **Purchase, install and maintain water level and rain gauge stations**, in coordination with the Department of Science and Technology-Advanced Science and Technology Institute (DOST-ASTI) and Philippine Atmospheric, Geophysical & Astronomical Services Administration (PAGASA). However, in lieu of advanced technology, use of indigenous technology proven and tested by the community is also acceptable.

In this regard, LGUs are hereby reminded of NDRRMC, DBM and DILG Joint Memorandum Circular No. 2013-1⁴, dated March 25, 2013, "*Allocation and Utilization of the Local Disaster Risk Reduction and Management Fund (LDRRMF)*," which provides for the allocation and use of the 70% of the LDRRMF to undertake disaster preparedness and risk management activities such as, but not limited, to the early preparedness actions enumerated above.

Moreover, LGUs are advised to refer to the following publications developed by this Department, under the Operation Listo program, for further guidance on the minimum and basic actions to undertake in relation to disaster preparedness:

- LGUs Disaster Preparedness Manual: Checklist of Early Preparations for Mayors;
- LGUs Disaster Preparedness Manual: Checklist of Minimum Critical Preparations for Mayors; and
- LGUs Disaster Preparedness Manual: Checklist for MLGOOs, COPs and FMs

Copy of the above-mentioned Manuals can be downloaded from the Local Government Academy's website (www.lga.gov.ph).

All DILG Regional Directors and the ARMM Regional Governor are hereby directed to cause the immediate and widest dissemination of this Memorandum Circular and to extend technical assistance to all local government units within their respective areas of jurisdiction.

For compliance.


MAR ROXAS
Secretary 




DILG-OSEC OUTGOING 15-02147

⁴ <http://www.dbm.gov.ph/wp-content/uploads/Issuances/2013/Joint%20Memorandum%20Circular/JMC2013-1.pdf>

SAMPLE DISASTER MARKERS/SIGNAGES

Tsunami Warning Markers



Flood Warning Markers

