



REPUBLIC OF THE PHILIPPINES
PROVINCE OF PANGASINAN
MUNICIPALITY OF CALASIAO

EXECUTIVE ORDER No. 7
Series of 2024

**AN ORDER RE-ORGANIZING THE MUNICIPAL DISASTER RISK
REDUCTION AND MANAGEMENT OFFICE AND DESIGNATING A
DISASTER RISK REDUCTION AND MANAGEMENT OFFICER,
DEFINING ITS COMPOSITION AND FUNCTIONS**

WHEREAS, Section 16 of the Local Government Code of 1991 mandates the local government units to promote the health and safety of the people within their respective jurisdiction.

WHEREAS, Section 12 of R.A 10121 mandates the establishment of the Municipal Disaster Risk Reduction and Management Office (MDRRMO). The MDDRRMO shall be under the office of Municipal Mayor. The MDDRRMO shall be initially organized and composed of a DRRMO to be assisted by three (3) staff responsible for: (1) administration and training; (2) research and planning; (3) operations and warning.

NOW THEREFORE, I KEVIN ROY QUINTO-MACANLALAY, Municipal Mayor of Calasiao, Pangasinan by virtue and powers invested in me by law, do hereby organize the Municipal Disaster Risk Reduction and Management Office and designate the Disaster Risk Reduction and Management Officer of the Municipality of Calasiao, Pangasinan, as follows.

Section 1. DESIGNATION OF DRRMO: The Disaster Risk Reduction and Management Officer of the Municipality of Calasiao, Pangasinan shall be **MR. FREDDIE D. VILLACORTA**.

WHEREAS, the designated staff are **ZALDY A. MALIT** for administration and training;
KRISTINE JOY C. SORIANO for research and planning; and **RYAN CASTILLO** for operations and warning and **ROMALYN D. SARMIENTO** as LDRRMA.

Section 2. FUNCTIONS: The Municipal Disaster Risk Reduction and Management Officer shall perform the following functions with impartiality given the emerging challenges brought by disaster of our times.

- (1) Design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines.
- (2) Facilitate and support risk assessments and contingency planning activities at the local level;
- (3) Consolidate local disaster risk information which includes natural hazards, vulnerabilities and climate change risk, and maintain a local risk map;



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- (4) Organize and conduct training, orientation and knowledge management activities on disaster risk reduction and management at the local level;
- (5) 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;
- (6) 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 local development councils (LDCs);
- (7) Prepare and submit to the local sanggunian through the LDDRMC and the LDC the annual LDRRMO Plan and budget, the proposed programming of the LDRMMF, other dedicated disaster risk reduction and management resources, and other regular funding source/s and budgetary support of the LDRRMO;
- (8) Conduct continuous disaster monitoring and mobilized instruments and activities of the LGU's , CSOs, private groups and organized volunteers, to utilized their facilities and resources for the protection and preservation of life and properties during emergencies in the accordance with existing policies and procedures;
- (9) Identify, assess and manage the hazards, vulnerabilities and risk that may occur in their locality;
- (10) Dissemination information and raise public awareness about those hazards, vulnerabilities
risk, their nature effects, early warnings signs and counter measures/ strategies;
- (11) Identify and implement cost-effective risk reduction measures/strategies;
- (12) Maintain a database of human resource, equipment, directories, and location of critical
infrastructures and their capacities such as hospitals and evaluation centers;
- (13) Develop, strengthen and operationalize mechanisms for partnership or networking with
the private sector, CSOs, and volunteer group;
- (14) 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;



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(15) Organize train, equip and supervised the local emergency response teams and the ACDV's

ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeeds;

(16) Respond to and manage the adverse effects of emergencies and carry our 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 for each other ;

(17) Within its area, promote and raise public awareness of and compliance with its act and

legislative provisions relevant to the purpose of this act;

(18) Serve as the secretariat and executive arm of the LDRRMC;

(19) Coordinate other disaster risk reduction and management activities;

(20) Establish linkage/network with other LGUs for disaster risk reduction emergency

response purpose;

(21) Recommend through the LDRRMC the enactment if the local ordinances consistent with

requirements of the Act;

(22) Implement policies, approved plans and programs of the LDRRMC consistent with the

policies and guidelines laid down in the Act;

(23) Establish a Municipal Disaster Risk Reduction and Management Operations Center;

(24) Prepare and submit, through the LDRRMC and the LDC, the report on utilization of the

LDRMF 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 DILG ; and

(25) Act on other matters that maybe authorized by the LDRRMC.



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Section 3. EFFECTIVITY- This order shall take effect immediately.

Done in the Municipality of Calasiao, Province of Pangasinan, this 3rd day of January, 2024.


HON. KEVIN ROY Q. MACANLALAY
Municipal Mayor