

Local Government Units

DISASTER PREPAREDNESS MANUAL

Checklist of Minimum Critical Preparations for Mayors



**LGU's DISASTER PREPAREDNESS MANUAL
CHECKLIST OF MINIMUM CRITICAL PREPARATIONS FOR MAYORS**

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Department of Interior and Local Government

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While we as a country and as a people have shown great resilience in dealing with and recovering from disasters, the time has come for us to take a more proactive approach to the challenge.

Local Government Units (LGUs) are the frontliners in the response to any natural disaster, as mandated by law. LGUs are the most familiar with their terrain and resources, the ones that interact directly with citizens. Every adverse weather phenomenon brings unique effects to a community, which accounts for the differences in planning for such encounters among LGUs.

The Department of the Interior and Local Government seeks to strengthen the capacity while preserving the flexibility of LGUs in responding to disasters in their areas.

There are, however, certain basic precautions that are considered to be the minimum necessary for any sort of calamity. As part of our mandate to assist LGUs in executing their tasks, the DILG has come up with OPLAN Listo, of which this manual is one of the components.

This manual assists LGUs in formulating disaster preparedness plans, allowing them to know if they are ready, and what they need to do to meet the minimum levels of readiness. This also assists them in planning responses to typhoons and clarifying what they need and can ask from DILG to reinforce their capacity long before any typhoon arrives.

A checklist is also provided to LGUs from the time a typhoon poses a looming threat in the horizon, to the time it arrives in the locality.

This ensures that LGUs are taking the correct steps in responding to the typhoon and its aftermath. The 48 hours between a typhoon's entry into the Philippine Area of Responsibility (PAR) and its landfall is tense and busy, which can lead to errors that can be easily avoided. This checklist is the tool to minimize those mistakes that may cost lives and grave destruction to properties. Collectively, we must not tolerate haphazard preparations that lead to unnecessary death and destruction.

I urge all Chief Executives of LGUs to make good use of this tool in aligning and improving your unique plans and preparations. Disaster management is a serious business; we owe it to our people to protect them to the best of our abilities. Let us be systematic, thorough, and decisive in planning and implementing disaster preparedness efforts. Let us not leave anyone behind.

Maraming salamat po at mabuhay!

MAR A. ROXAS

DILG Secretary and Vice Chairperson for Disaster Preparedness,
National Disaster Risk Reduction & Management Council (NDRRMC)

4 DISASTER PREPAREDNESS MANUAL QUICK GUIDE

The Mayor leads the Disaster Risk Reduction Management (DRRM) in the local government as the Chairperson for the Local DRRM Council. In aid of the role of the Mayor, this Checklist of Minimum Critical Preparations enumerates **“things-to-do”** or **series of progressive response actions** that vary depending on the intensity and possible impact of the typhoon. Before the issuance of any Public Storm Warning Signal (Signal 1, 2, and 3...) the Local Chief Executives (LCEs) will receive a new set of advisories that will be called Critical Preparedness Actions (CPAs): Alpha, Bravo and Charlie. Using the Disaster Preparedness Manual, the LCEs will have the general idea on how the CPAs will work. Here’s a quick guide on how to use it:

A. HOW TO IDENTIFY THE CRITICAL PREPAREDNESS ACTION OF THE LGU?

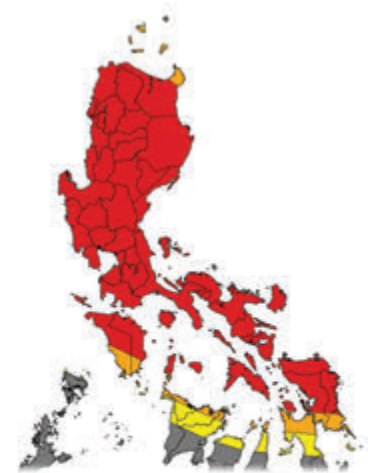
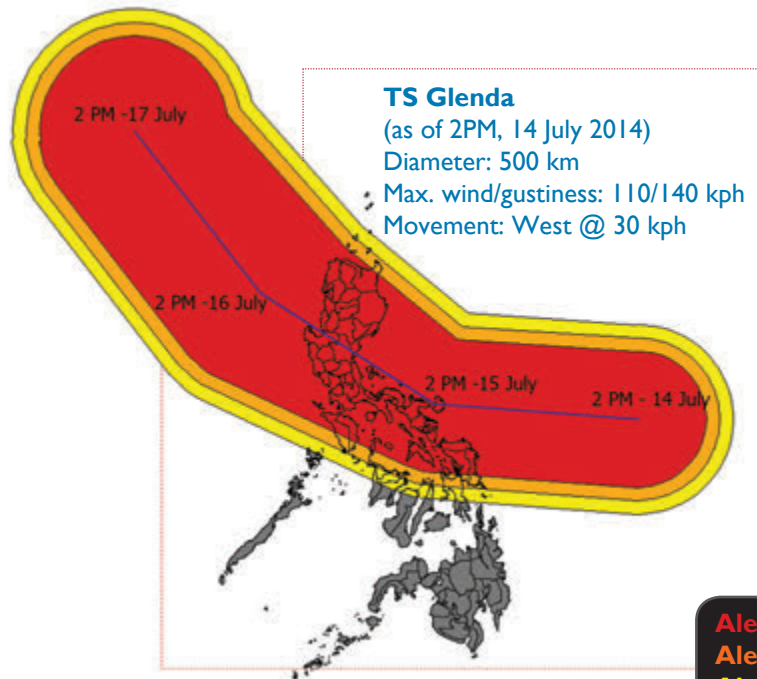
NDRRMC and DOST-PAGASA will give a set of advisories to the DILG-CODIX. It will be then communicated to the DILG Regional and Field Offices for the information of the Local Chief Executives (LCEs). The advisories will be composed of the following: Critical Preparedness Action (CPA) ALPHA, BRAVO or CHARLIE; and the LGU’s accompanying condition.



- 1 Typhoon enters the Philippine Area of Responsibility (PAR)
- 2 DOST and NDRRMC identifies LGUs under Alpha, Bravo and Charlie (CPA State of LGUs)
- 3 DOST and NDRRMC communicates the CPA State of LGUs to DILG.
- 4 DILG transmits information to LGUs.
- 5 Mayors undertake preparedness actions based on the manuals and flowcharts

B. HOW TO USE THE DISASTER PREPAREDNESS MANUAL?

Step I: The Mayors will need to determine the LGU's Critical Preparedness Action: Charlie, Bravo, and Alpha. It is also important to check the accompanying condition of each CPA (amount of rainfall, wind speed, critical areas and potential impact) as illustrated and described below:



Alert Level C: Charlie - within the TC track in its diameter
Alert Level B: Bravo - 50km away from Charlie
Alert Level A: Alpha - 100km away from Charlie

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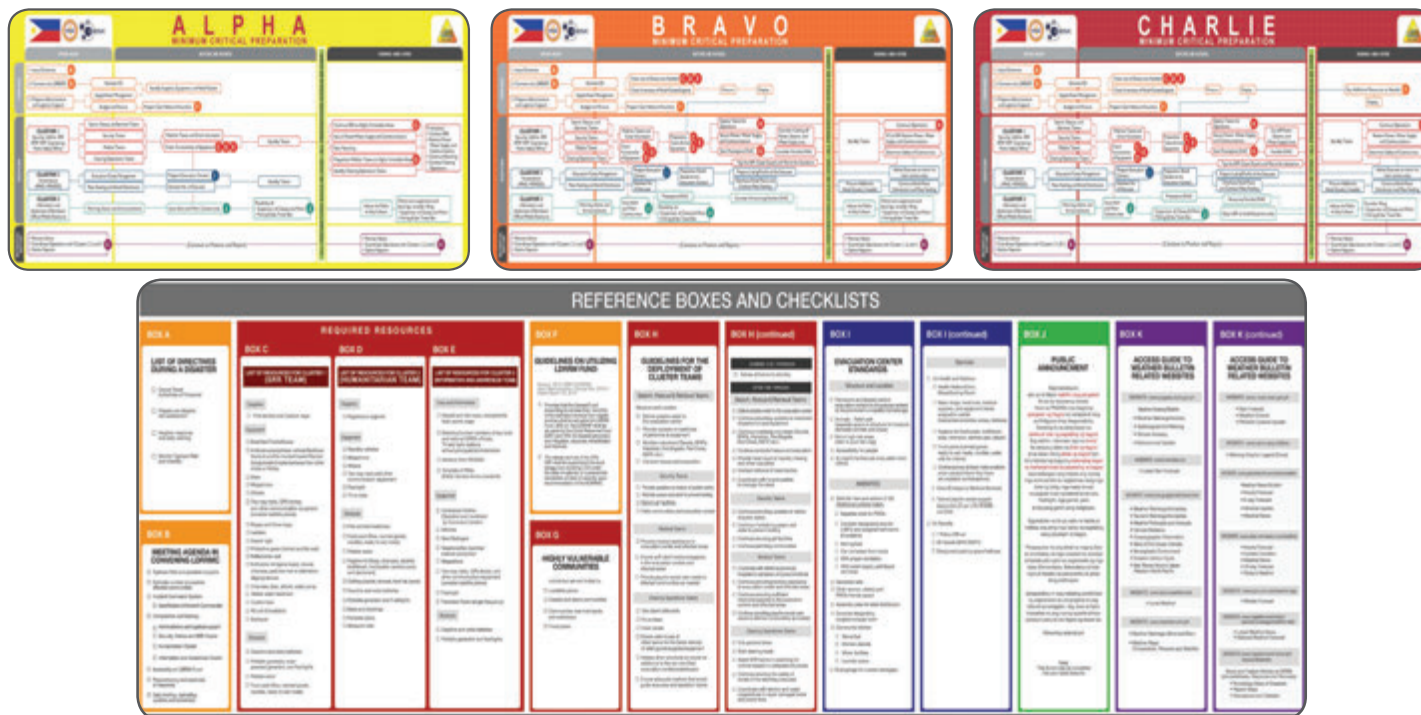
ALERT LEVEL & RAINFALL	CRITICAL AREAS	POTENTIAL IMPACT
ALERT LEVEL C: CHARLIE <ul style="list-style-type: none">• 10-20 mm/hr• Heavy to intense rain	<ul style="list-style-type: none">• Abra, Albay, Apayao, Aurora, Bataan, Batangas, Benguet, Biliran, Bulacan, Cagayan, Camarines Norte, Camarines Sur, Catanduanes, Cavite, Eastern Samar, Ifugao, Ilocos Norte, Ilocos Sur, Isabela, Kalinga, La Union, Laguna, Leyte, Marinduque, Masbate, Metro Manila, Mountain Province, Northern Samar, Nueva Ecija, Nueva Vizcaya, Occidental Mindoro, Oriental Mindoro, Pampanga, Pangasinan, Quezon, Quirino, Rizal, Romblon, Samar, Sorsogon, Tarlac, and Zambales	<ul style="list-style-type: none">• Comparable to TS MARING September 18-22, 1992• Heavy damage to agriculture• Travel by land, sea, and air is dangerous• Some large trees may be uprooted• Moderate to heavy disruption of electrical power
ALERT LEVEL B: BRAVO <ul style="list-style-type: none">• 5-10 mm/hr• Moderate to heavy• Wind: 30-60 kph	<ul style="list-style-type: none">• Camarines Norte, Camarines Sur, Catanduanes, La Union, Mountain Province, Pangasinan, and Quezon	<ul style="list-style-type: none">• Moderate damage to agriculture• Travel by all types of sea vessels is risky• Travel by aircraft is risky• Few large trees may be uprooted• Some iron roofing may fall off
ALERT LEVEL A: ALPHA <ul style="list-style-type: none">• 5-10 mm/hr• Moderate to heavy• Wind: 30-45 kph	<ul style="list-style-type: none">• Masbate, Mountain Province, and Tarlac	


Step 2: Use corresponding flowcharts (Alpha, Bravo and Charlie) to guide LGU actions. These flowcharts can be posted in the DRRM/Mayor's offices of the municipality/city. It is divided into **three (3) timeframes** (**Upon Receipt of Alert, During, and After**) and **different set of progressive actions** that are categorized into **three (3) general action areas**:

GENERAL ACTION AREA	PROGRESSIVE RESPONSE ACTIONS
PREPARE ACTION	<ul style="list-style-type: none"> • Issuing directives • Convening Local Disaster Risk Reduction Management Council (LDRRMC) • Other Administrative and Managerial Actions (Administrator, Finance Officer, General Services Officer)
RESPONSE ACTION	<ul style="list-style-type: none"> • Security, Lifeline, SRR (PNP, BFP, Engineering, Public Safety Offices) • Humanitarian (MHO, MSWDO) • Information and Awareness (Information Officer/Media Relations)
MONITOR ACTION	<ul style="list-style-type: none"> • Gathering of reports • Monitoring alerts • Coordinating operations

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Step 3: There are reference boxes in the progressive response actions that can be seen in the flowcharts and in the manual. The flowcharts (in tarpaulin-banners) can be used in DRR meetings or outdoor activities while the manual can be used as a handy guide for LCEs. In the banners, LCEs have the three (3) **ALPHA, BRAVO, CHARLIE** flowchart, one (1) **Tropical Cyclone Information Board**, and one (1) **Reference Boxes and Checklists** (illustrated below). Its counterpart in the manual is found on the portion on the My Local Government Unit (My LGU).















TROPICAL CYCLONE INFORMATION BOARD OF MY LGU

MUNICIPALITY/CITY:	
TYPHOON NAME:	
WIND SPEED (in kph):	PATH:
RADIUS:	SIGNAL NO:
RAINFALL:	SPECIAL WARNINGS:
EXPECTED LANDFALL (time):	



OTHER LOCAL NUMBERS:

 <small>National Disaster Risk Reduction and Management Council (NDRRMC)</small> <small>(02) 871-1589 / (02) 871-6889 / (02) 871-0081 to 81</small> <small>www.ndrrmc.gov.ph</small>	 <small>Department of Social Welfare and Development (DSWD)</small> <small>(02) 871-8881</small> <small>www.dswd.gov.ph</small>
 <small>Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA)</small> <small>(02) 433-4338</small> <small>www.pagasa.dost.gov.ph</small>	 <small>Philippine Coast Guard</small> <small>(02) 121-4441 Loc. 5555/5556 / (02) 125-1155 - Quezon City</small> <small>www.coastguard.gov.ph</small>
 <small>Department of the Interior and Local Government (DILG)</small> <small>(02) 859-0108 to 81</small> <small>www.dilg.gov.ph</small>	 <small>Armed Forces of the Philippines (AFP)</small> <small>(02) 342-8000 loc. 0128</small> <small>www.afp.mil.ph</small>
 <small>Central Office Disaster Information Coordinating Center (COPRI)</small> <small>(02) 985-4348 / (02) 985-7342</small>	 <small>Philippines National Red Cross (PNRC)</small> <small>(02) 127-4895 / Hotline - 142</small> <small>www.redcross.org.ph</small>
 <small>Public Affair and Communication Service (PACS)</small> <small>(02) 924-4348 / (02) 924-7342</small>	 <small>Bureau of Fire Protection (BFP)</small> <small>(02) 4362812 - 887 / (02) 4362819 to 150176 (Extens)</small> <small>www.bfp.gov.ph</small>

local area map

Step 3: There are reference boxes in the progressive response actions that can be seen in the flowcharts and in the manual. The flowcharts (in tarpaulin-banners) can be used in DRR meetings or outdoor activities while the manual can be used as a handy guide for LCEs. In the banners, LCEs have the three (3) flowcharts, one (1) Tropical Cyclone Information Board, and one (1) Reference Boxes and Checklists (illustrated below). Its



UPON ALERT

BEFORE (48 HOURS)

PREPARE

1. Issue Directives **A**

2. Convene LDRRMC **B**

3. Prepare Administrative and Logistical support

Activate ICS

Supply/Asset Management

Budget and Finance

Standby Supplies, Equipment, and Relief Goods

Prepare Cash Advance/Vouchers **F**

RESPOND

CLUSTER 1

Security, Lifeline, SRR
(PNP, BFP, Engineering,
Public Safety Office)

Search, Rescue, & Retrieval Teams

Security Teams

Medical Teams

Clearing Operations Teams

Mobilize Teams and Enlist Volunteers

Check Functionality of Equipment **C D E**

CLUSTER 2

Humanitarian
(MHO, MSWDO)

Evacuation/Camp Management

Mass Feeding and Relief Distribution

Prepare Evacuation Centers **I**

Estimate No. of Evacuees

CLUSTER 3

Information and
Awareness (Information
Officer/Media Relations)

Warning, Alerts, and Announcements

Issue Alert and Warn Communities **J**

MONITOR/ REPORT

- Monitor Alerts
- Coordinate Operations with Cluster I, 2, and 3
- Gather Reports

K

(Continue to Monitor and Report)

ALPHA

MINIMUM CRITICAL PREPARATION



BEFORE (48 HOURS)

Standby Teams

Standby Teams

Possibility of:

- Suspension of Classes and Work
- Fishing & Sea Travel Ban

J

• ALL PREPARATIONS SHOULD BE DONE •

DURING AND AFTER

Continue SRR to Highly Vulnerable Areas

G

Secure Power/Water Supply and Communications

Start Patrolling

Preposition Medical Teams to Highly Vulnerable Areas

G

Standby Clearing Operations Teams

If necessary:

- Conduct SRR
- Restore Power, Water Supply, and Communications
- Continue Patrolling
- Conduct Clearing Operations

Advise the Public to Stay Indoors

If there are suspensions and bannings, consider lifting:

- Suspension of Classes and Work
- Fishing & Sea Travel Ban

- Monitor Alerts
- Coordinate Operations with Clusters 1, 2, and 3
- Gather Reports

K



UPON ALERT

BEFORE (48 HOURS)

PREPARE

1. Issue Directives **A**

2. Convene LDRRMC **B**

3. Prepare Administrative and Logistical support

Activate ICS

Supply/Asset Management

Budget and Finance

Check List of Resources Needed **C D E**

Check Inventory of Relief Goods/Supplies

Prepare Cash Advance/Vouchers **F**

RESPOND

CLUSTER 1

Security, Lifeline, SRR
(PNP, BFP, Engineering,
Public Safety Office)

Search, Rescue, and
Retrieval Teams

Security Teams

Medical Teams

Clearing Operations Teams

Mobilize Teams and
Enlist Volunteers

Check
Functionality
of Equipment **C D E**

Preposition
Teams & their
Equipment **C D E**

CLUSTER 2

Humanitarian
(MHO, MSWDO)

Evacuation/Camp Management

Mass Feeding and Relief Distribution

Prepare Evacuation
Centers **I**

Estimate No.
of Evacuees

Preposition Relief
Goods to the
Evacuation Centers

CLUSTER 3

Information and
Awareness (Information
Officer/Media Relations)

Warning, Alerts, and
Announcements

Issue Alert
and Warn
Communities **J**

Preemptive EVAC

Possibility of:
• Suspension of Classes & Work
• Fishing & Sea Travel Ban **J**

MONITOR/ REPORT

- Monitor Alerts
- Coordinate Operations with Cluster I, 2, and 3
- Gather Reports

K

(Continue to Monitor and Report)

B R A V O

MINIMUM CRITICAL PREPARATION



BEFORE (48 HOURS)

Procure

Deploy

Deploy Teams for Operations

H

Secure Power, Water Supply, and Communications

Consider Cutting off Power, Electric, and Water Supply Lines

Start Preemptive EVAC

G

Consider Forcible EVAC

Tap the AFP, Coast Guard, and Marina for Assistance

Prepare Listing/Profile of the Evacuees

Distribute Relief Packs and Conduct Mass Feeding

Consider Announcing Forcible EVAC

DURING AND AFTER

Standby Teams

Continue Operations

H

If Cut Off, Restore Power, Water Supply, and Communications

Determine Safety of Communities

Advise Evacuees to return to their communities

Procure Additional Relief Goods, if needed

Continue Relief Packs Distribution and Mass Feeding

Advise the Public to Stay Indoors

If there are suspensions and bannings, consider lifting:

- Suspension of Classes and Work
- Fishing & Sea Travel Ban

- Monitor Alerts
- Coordinate Operations with Clusters 1, 2, and 3
- Gather Reports

K

• ALL PREPARATIONS SHOULD BE DONE •



UPON ALERT

BEFORE (48 HOURS)

PREPARE

1. Issue Directives

A

2. Convene LDRRMC

B

3. Prepare Administrative and Logistical support

Activate ICS

Supply/Asset Management

Budget and Finance

Check List of Resources Needed

C D E

Check Inventory of Relief Goods/Supplies

Prepare Cash Advance/Vouchers

F

RESPOND

CLUSTER 1

Security, Lifeline, SRR
(PNP, BFP, Engineering,
Public Safety Office)

Search, Rescue, and
Retrieval Teams

Security Teams

Medical Teams

Clearing Operations Teams

Mobilize Teams and
Enlist Volunteers

Check
Functionality
of Equipment

C D E

Preposition
Teams & their
Equipment

C D E

CLUSTER 2

Humanitarian
(MHO, MSWDO)

Evacuation/Camp Management

Mass Feeding and Relief Distribution

Prepare Evacuation
Centers

Estimate No.
of Evacuees

Preposition Relief
Goods to the
Evacuation Centers

CLUSTER 3

Information and
Awareness (Information
Officer/Media Relations)

Warning, Alerts, and
Announcements

Issue Alert
and Warn
Communities

J

Preemptive EVAC

• Suspension of Classes & Work
• Fishing & Sea Travel Ban

J

MONITOR/
REPORT

- Monitor Alerts
- Coordinate Operations with Clusters 1, 2, & 3
- Gather Reports

K

(Continue to Monitor and Report)

CHARLIE

MINIMUM CRITICAL PREPARATION



BEFORE (48 HOURS)

Procure

Deploy

Deploy Teams for Operations

H

Secure Power, Water Supply, and Communications

Cut off Power, Electric, and Water Supply Lines

Start Preemptive EVAC

G

Forcible EVAC

Tap the AFP, Coast Guard, and Marina for Assistance

Prepare Listing/Profile of the Evacuees

Distribute Relief Packs and Conduct Mass Feeding

Announce Forcible EVAC

Stop traffic in landslide prone areas

DURING AND AFTER

Buy Additional Resources as Needed

F

Deploy

Standby Teams

Continue Operations

H

Restore Power, Water Supply, and Communications

Determine Safety of Communities

Advise Evacuees to return to their communities

Procure Additional Relief Goods, if needed

Continue Relief Packs Distribution and Mass Feeding

Advise the Public to Stay Indoors

Consider lifting:
• Suspension of Classes and Work
• Fishing & Sea Travel Ban

• Monitor Alerts
• Coordinate Operations with Clusters 1, 2, and 3
• Gather Reports

K

• ALL PREPARATIONS SHOULD BE DONE •

A

BOX A: LIST OF DIRECTIVES DURING A DISASTER

- ☐ Cancellation of Travel Authorities of Personnel
- ☐ Preparation of pre-disaster risk assessment
- ☐ Heightening response and early warning
- ☐ Monitoring typhoon path and intensity

B

BOX B: MEETING AGENDA IN CONVENING THE LDRRM C

- ☐ Typhoon path and possible impact/s
- ☐ Number of possible affected communities
- ☐ Incident Command System
 - ☐ Identify Incident Commander
- ☐ Composition and Tasking
 - ☐ Administrative and logistical support
 - ☐ Security, lifeline and SRR Cluster
 - ☐ Humanitarian Cluster
 - ☐ Information and Awareness Cluster
- ☐ Availability of the LDRRM Fund
- ☐ Prepositioning and readiness of resources
- ☐ Daily briefing, debriefing updates and schedules

BOX C: LIST OF RESOURCES NEEDED BY CLUSTER I (SRR TEAM)☐ **Supplies**

- ☐ First aid kits and vaccines
- ☐ Cadaver bags

☐ **Equipment**

- ☐ Boats/vans/trucks/buses
- ☐ Ambulance/amphibian vehicle/backhoe/dump truck/fire trucks/crawler/tractor/scoop loader (may be borrowed from other LGUs or NGAs)
- ☐ Siren
- ☐ Megaphone
- ☐ Whistle
- ☐ Two-way radio, GPS device, and other communication equipment (consider satellite phone)
- ☐ Ropes and throw bags
- ☐ Search light
- ☐ Ladders

- ☐ Protective gears (helmet and life vest)
- ☐ Reflectorized vest
- ☐ Extrication kit (spine board, shovel, chainsaw, jack hammer or alternative digging device)
- ☐ Chainsaw, bolo, shovel, water pump
- ☐ Mobile water treatment
- ☐ Caution tape
- ☐ K9 unit (if available)
- ☐ Barricade

☐ **Stockpile**

- ☐ Gasoline and extra batteries
- ☐ Portable generator, solar-powered generator, and flashlights
- ☐ Potable water
- ☐ Food packs (rice, canned goods, noodles, ready-to-eat meals)

C

BOX D: LIST OF RESOURCES NEEDED BY CLUSTER 2 (HUMANITARIAN TEAM)☐ **Supplies**

- ☐ Registration logbook

☐ **Equipment**

- ☐ Standby vehicles
- ☐ Megaphone
- ☐ Whistle
- ☐ Two-way radio and other communication equipment
- ☐ Flashlight
- ☐ TV or radio

☐ **Stockpile**

- ☐ First aid kits/medicines
- ☐ Food packs (rice, canned goods, noodles, ready-to-eat meals)
- ☐ Potable water
- ☐ Hygiene kit (soap, shampoo, alcohol, toothbrush, toothpaste, sanitary pads, deodorant)
- ☐ Clothing (jacket, raincoat, hard hat, boots)
- ☐ Gasoline and extra batteries
- ☐ Portable generator and flashlights
- ☐ Beds and beddings
- ☐ Portable toilets
- ☐ Mosquito nets

**BOX E: LIST OF RESOURCES NEEDED BY CLUSTER 3
(INFORMATION AND AWARENESS TEAM)**☐ **Data and Information**

- ☐ Hazard and risk maps to include Social Vulnerability Assessment, and potential flush points maps
- ☐ Directory/contact numbers of key local and national DRRM officials, TV, and radio stations, school principals/administrators
- ☐ Advisory from PAGASA
- ☐ Template of PSAs (Public Service Announcements)

☐ **Equipment**

- ☐ Centralized Hotline (operated and monitored by the Command Center)
- ☐ Vehicles
- ☐ Siren/Batingaw
- ☐ Telephone/fax machine/internet connection
- ☐ Megaphone
- ☐ Two-way radio, GPS device, and other communication equipment (consider satellite phone)
- ☐ Flashlight
- ☐ Transistor Radio (single frequency)

☐ **Stockpile**

- ☐ Gasoline and extra batteries
- ☐ Portable generator and flashlights

E

F

BOX F: GUIDELINES IN UTILIZING THE LDRRM FUND

- ☐ Section 21 of RA No. 10121 provides that the General Fund amounting to not less than five percent (5%) of the estimated revenue from regular sources shall be set aside for LDRRM Fund. Thirty percent (30%) of the LDRRMF shall be set aside for the Quick Response Fund (QRF) and 70% for disaster prevention and mitigation, response, rehabilitation and recovery.
- ☐ The release and use of the 30% QRF shall be supported by the local sanggunian declaring LGU under the state of calamity or a Presidential declaration of state of calamity upon recommendation of the NDRRMC.

SOURCE: DILG-DBM-NDRRMC JOINT MEMORANDUM CIRCULAR NO. 2013-1 DATED MARCH 25, 2013

G

BOX G: HIGHLY VULNERABLE COMMUNITIES INCLUDE, BUT ARE NOT LIMITED TO:

- ☐ Landslide-prone areas
- ☐ Coastal and island communities
- ☐ Communities near river banks and waterways
- ☐ Flood-prone areas
- ☐ Storm surge-prone areas

Note:

- Check local hazard and vulnerability maps
- Review historical data
- Contact DENR-MGB for additional information

BOX H: GUIDELINES FOR THE DEPLOYMENT OF CLUSTER I TEAMS**☐ UPON RECEIPT OF ALERT/BEFORE THE TYPHOON****☐ Search, Rescue and Retrieval**

- ☐ Deliver potable water to the evacuation center
- ☐ Provide updates on readiness of personnel and equipment
- ☐ Mobilize volunteers (Tanods, BPATs, Kabalikat, Fire Brigade, Red Cross, NSTP, etc.)
- ☐ Conduct rescue and evacuation

☐ Security Teams

- ☐ Provide updates on status of public safety
- ☐ Maintain peace and order to prevent looting
- ☐ Secure jail facilities
- ☐ Patrol communities and evacuation centers

☐ Medical Teams

- ☐ Provide medical assistance to evacuation centers and affected areas
- ☐ Ensure sufficient medicines/supplies in the evacuation centers and affected areas
- ☐ Provide psycho-social care (needs) to affected communities as needed

BOX H: GUIDELINES FOR THE DEPLOYMENT OF CLUSTER I TEAMS (CONT.)☐ **UPON RECEIPT OF ALERT/BEFORE THE TYPHOON (CONT.)**☐ **Clearing Operations Teams**

- ☐ Take down billboards
- ☐ Prune trees
- ☐ Clear canals
- ☐ Ensure unobstructed routes for the faster delivery of relief goods/supplies/equipment
- ☐ Deploy teams to monitor landslide-prone areas
- ☐ Assess other structures or places as additional to the pre-identified evacuation centers
- ☐ Ensure adequate markers that would guide evacuees and operation teams

☐ **DURING THE TYPHOON**

- ☐ Advise all teams to standby

☐ **AFTER THE TYPHOON**☐ **Search, Rescue and Retrieval**

- ☐ Deliver potable water to the evacuation center
- ☐ Continue providing updates on readiness of personnel and equipment
- ☐ Continue mobilizing volunteers (Tanods, BPATs, Kabalikat, Fire Brigade, Red Cross, NSTP, etc.)

BOX H: GUIDELINES FOR THE DEPLOYMENT OF CLUSTER I TEAMS (CONT.)**☐ AFTER THE TYPHOON (CONT.)****☐ Search, Rescue and Retrieval (cont.)**

- ☐ Continue conduct of rescue and evacuation
- ☐ Provide head count of injured, missing and other casualties
- ☐ Conduct retrieval of dead bodies
- ☐ Coordinate with funeral parlors to manage the dead bodies

☐ Security Teams

- ☐ Continue providing updates on status of public safety
- ☐ Continue maintaining peace and order to prevent looting
- ☐ Continue securing jail facilities
- ☐ Continue patrolling communities

☐ Medical Teams

- ☐ Coordinate with district or provincial hospitals for admission of injured individuals
- ☐ Continue providing medical assistance to evacuation centers and affected areas
- ☐ Continue ensuring sufficient medicines/supplies in the evacuation centers & affected areas
- ☐ Continue providing psycho-social care (needs) to affected communities as needed

H

BOX H: GUIDELINES FOR THE DEPLOYMENT OF CLUSTER I TEAMS (CONT.)☐ **AFTER THE TYPHOON (CONT.)**☐ **Clearing Operations Teams**

- ☐ Cut uprooted trees
- ☐ Start clearing roads
- ☐ Assist SRR teams in searching for victims trapped in collapsed structures
- ☐ Continue ensuring the safety of routes of the returning evacuees
- ☐ Coordinate with electric and water cooperatives to repair damaged water and power lines

BOX I: EVACUATION CENTER STANDARDS**☐ A. Structure and Location:**

- ☐ Permanent and disaster-resilient evacuation centers (multi-purpose centers) at the province/municipality/city/barangay
- ☐ Animals – Relief park (separate space or structure for livestock, domestic animals and crops)
- ☐ Not in high-risk areas (refer to your risk map)
- ☐ Accessibility for people
- ☐ At most six (6) families per evacuation room (40m²)

☐ B. Amenities:

- ☐ Toilet for men and women (1:50)/Additional portable toilets
 - ☐ Separate toilet for Persons With Disabilities (PWDs)
 - ☐ Consider designated area for LGBTs and assigned bathrooms (if available)

- ☐ Well-lighted
- ☐ Can be locked from inside
- ☐ With proper ventilation
- ☐ With water supply, pail/dipper and soap
- ☐ Generator sets
- ☐ Child, woman, elderly, and PWDs-friendly space
- ☐ Assembly area for relief distribution
- ☐ Consider designating couples/conjugal room
- ☐ Community kitchen
 - ☐ Stove/fuel
 - ☐ Kitchen utensils
 - ☐ Water facilities
 - ☐ Laundry space
- ☐ Boat garage for coastal barangays

BOX I: EVACUATION CENTER STANDARDS (CONT.)**☐ C. Services:****☐ On Health and Nutrition**

- ☐ Health Station/Clinic
- ☐ Breastfeeding Room
- ☐ Basic drugs, medicines, medical supplies, and equipment inside the evacuation center
- ☐ Medical Team: doctors, nurses, midwives
- ☐ Hygiene kit (toothpaste, toothbrush, soap, shampoo, sanitary pad, diaper)
- ☐ Food packs (canned goods, ready-to-eat meals, noodles, water, milk for infants)

- ☐ Contraceptives (at least make this available when needed/inform the evacuees that contraceptives are available)
- ☐ Crew (Emergency Medical Services)
- ☐ Trained psycho-social support responders (two per LGU-PCMB) c/o DOH

☐ On Security

- ☐ 1 Police Officer
- ☐ 20 Tanods (BPAT/BERT)
- ☐ Designated parking space/helibase

BOX J: MAYOR'S SCRIPT FOR ALERT/ADVISORY FOR RADIO ANNOUNCEMENT

Mga kababayan, ako po si Mayor (sabihin ang pangalan). Ito po ay seryosong babala. Ayon sa PAGASA may bagyong (pangalan ng bagyo) na kakapasok lang sa Philippine Area of Responsibility. Darating ito sa ating bayan sa (petsa at posibleng oras ng pagdating ng bagyo). Ibig sabihin, tatamaan tayo sa (araw). Sa kanyang takbo na (bilis ng bagyo) at sa lakas nitong (lakas ng bagyo) kph, ito'y katulad ng bagyong (nakaraang bagyo na maihahalintulad sa paparating na bagyo) kaya kailangan nang ihanda ang inyong mga survival kits na naglalaman nang mga bote ng tubig, mga ready-to-eat na pagkain tulad ng biskwit at de-lata, flashlight, mga gamot, pera at iba pang gamit pang-kaligtasan. Siguraduhin na rin po natin na handa at matibay ang ating mga bahay sa pagdating nang papalapit na bagyo. Pinapayuhan ko ang lahat na maging listo at umantabay sa mga susunod na anunsyo at babala patungkol sa pagkansela ng mga klase (Elementarya, Sekondarya at Kolehiyo) at trabaho sa mga pampubliko at pribadong institusyon. Ipinaparating rin ang malaking posibilidad ng pagbabawal sa pangangisda at pagtatawid sa karagatan, ilog, lawa at batis. Inaasahan ko ang inyong suporta at kooperasyon para sa ika-liligtas ng bawat isa. Maraming salamat po!

J

Note: This script may be converted into your local dialect/s

BOX K: ACCESS GUIDE TO WEATHER BULLETIN RELATED WEBSITES

WEBSITE	SITE INFORMATION CONTENT
	Weather Advisory/Bulletin
www.pagasa.dost.gov.ph	<ul style="list-style-type: none"> • Weather Warning/Advisory • Hydrological Info/Warning • Climate Advisory • Astronomical Update
www.climatex.ph	<ul style="list-style-type: none"> • Latest Rain Forecast
www.jma.go.jp/jma/indexe.html	<ul style="list-style-type: none"> • Weather Warnings/Advisories • Tsunami Warnings/Advisories • Weather Forecasts and Analysis • Climate Statistics • Oceanographic Observation • State of the Ocean Climate • Atmospheric Environment • Oceanic Carbon Cycle • Sea Waves Around Japan/Western North Pacific
www.accuweather.com	<ul style="list-style-type: none"> • Local Weather
www.weather.com.ph	<ul style="list-style-type: none"> • Weather Warnings (Wind and Rain) • Weather Maps (Temperature, Pressure and Satellite)
www.noah.dost.gov.ph	<ul style="list-style-type: none"> • Rain Forecast • Weather Outlook • PAGASA Cyclone Update
www.usno.navy.mil/jtwc	<ul style="list-style-type: none"> • Warning Graphic Legend (Cone)

K

BOX K: ACCESS GUIDE TO WEATHER BULLETIN RELATED WEBSITES

WEBSITE	SITE INFORMATION CONTENT
Weather News Bulletin	
www.abs-cbnnews.com/weather	<ul style="list-style-type: none"> • Hourly Forecast • Current Condition
www.gmanetwork.com/news/weather	<ul style="list-style-type: none"> • Weather News • 10-day Forecast
http://news.ptv.com.pk/weather.asp	<ul style="list-style-type: none"> • Today's Weather
www.interaksyon.com/weather/	<ul style="list-style-type: none"> • Weekly Forecast
www.rappler.com/nation/special-coverage/weather-alert	<ul style="list-style-type: none"> • Latest Weather News • National Weather Forecast
http://www.rappler.com/move-ph/issues/disasters	<ul style="list-style-type: none"> • News and Feature Articles on DRRM (Preparedness, Response and Recovery) • Knowledge Base of Disasters • Hazard Maps • Discussions and Debates

K

30 IV. MY LOCAL GOVERNMENT UNIT (MY LGU)

Municipality/City: _____
Name of Typhoon: _____
Wind Speed (in kph): _____
Rainfall: _____
Radius: _____
Signal No: _____
Expected landfall (time): _____
Special Warnings: _____



LOCAL AREA MAP

USE ADDITIONAL SHEETS IF NECESSARY



National Disaster Risk Reduction and Management Council (NDRRMC)

- **Website:** ndrrmc.gov.ph
- **Twitter:** @NDRRMC_Open
- **Facebook:** <http://www.facebook.com/NDRRMC>
- **Hotlines:** (+632) 911-1406, (+632) 912-2665, (+632) 912-5668, (+632) 911-5061 to 64



Philippine Atmospheric Geophysical Astronomical Services Administration (PAGASA)

- **Website:** pagasa.dost.gov.ph
- **Twitter:** @dost_pagasa
- **Hotline:** (+632) 433-8526



Philippine Institute of Volcanology and Seismology (PhilVolcs)

- **Website:** phivolcs.dost.gov.ph
- **Telephone:** (+632) 426-1468 to 79, local 124/125;
- **Text/call:** 0905-3134077
- **Text only:** 0918-9428354



Department of Transportation and Communications (DOTC)

- **Website:** www.dotc.gov.ph
- **Twitter:** @DOTCPhilippines
- **Facebook:** <http://www.facebook.com/DOTCPhilippines>
- **Hotlines:** 7890 or (+632) 726-6255



Civil Aviation Authority of the Philippines

- **Official website:** www.caap.gov.ph
- **Twitter:** @CAAP_Operations
- **Telephone:** (+632) 8679-9286



Philippine Coast Guard

- **Official Website:** coastguard.gov.ph
- **Facebook:** <http://www.facebook.com/pages/PHILIPPINE-COAST-GUARD/125674810786701>
- **Twitter:** @PhilCoastGuard1
- **Telephone:** (+632) 527-8481 Loc. 6290/6292,
- **Direct line** (+632) 328-1098



Philippine Information Agency

- **Official Website:** www.news.pia.gov.ph
- **Twitter:** @PIAalerts, @PIANewsDesk
- **Telephone:** (+632) 929-4521 / (+632) 772-7660



National Grid Corporation of the Philippines (NGCP)

- **Official Website:** www.ngcp.ph
- **Twitter:** @ngcp_alert; see also: @doe_ph
- **Facebook:** <http://www.facebook.com/pages/National-Grid-Corporation-of-the-Philippines-NGCP/201591523234244>
- **Hotline:** (+632) 981-2100



Department of Social Welfare and Development (DSWD)

- **Website:** dswd.gov.ph
- **Twitter:** @DSWDserves



Department of Health (DOH)

- **Website:** <http://www.doh.gov.ph/>
- **Telephone:** (+632) 651-7800
- **Email:** etona@co.doh.gov.ph



Department of Environment and Natural Resources (DENR)

- **Website:** <http://www.denr.gov.ph>
- **Telephone:** (+632) 929-6626 / (+632) 988-3367
- **Email:** osec@denr.gov.ph



Department of Agriculture (DA)

- **Website:** <http://www.da.gov.ph/>
- **Telephone:** (+632) 273-AGRI (2474); 928-8756 to 65
- **Email:** web@da.gov.ph / spja_osec@da.gov.ph



Department of Education (DepED)

- **Website:** <http://www.deped.gov.ph/>
- **Telephone:** (+632) 6361663; (+63) 919-4560027
- **Email:** action@deped.gov.ph



Department of Energy (DOE)

- **Website:** <https://www.doe.gov.ph/>
- **Telephone:** (+632) 840-2008 / (+632) 840-2134
- **Email:** sec@doe.gov.ph



Department of Finance (DOF)

- **Website:** <http://www.dof.gov.ph/>
- **Telephone:** (+632) 525-0244
- **Email:** helpdesk@dof.gov.ph



Department of Trade and Industry (DTI)

- **Website:** <http://www.dti.gov.ph/>
- **Telephone:** (+632) 751-0384 Fax: (+632) 895-6487



Department of Transportation and Communications (DOTC)

- **Website:** <http://www.dotc.gov.ph/>
- **Telephone:** (+632) 727-7960 to 69
- **Email:** webmaster@dotc.gov.ph



Department of Budget and Management (DBM)

- **Website:** <http://www.dbm.gov.ph/>
- **Telephone:** (+632) 490-1000
- **Email:** publicinfo@dbm.gov.ph



Department of Public Works and Highways (DPWH)

- **Website:** <http://www.dpwh.gov.ph/>
- **Telephone:** (Hotline) 165-02 / (+632) 304-3000 / (+632) 304-3370
- **Mobile:** Type DPWH <space> <message> <space> <sender's contact detail> and send it to 2920
- **Email:** Webmaster@dpwh.gov.ph



Department of Foreign Affairs (DFA)

- **Website:** <http://www.dfa.gov.ph/>
- **Telephone:** (+632) 834-4000 / (+632) 834-3000



Department of Justice (DOJ)

- **Website:** <http://www.doj.gov.ph/>
- **Telephone:** (+632) 521-2930 / (+632) 523-8481 local 403
- **Email:** dojac@doj.gov.ph



Department of Labor and Employment (DOLE)

- **Website:** <http://www.dole.gov.ph/>
- **Telephone:** (Hotline) (+632) 527-8000



Department of Tourism (DOT)

- **Website:** <http://www.tourism.gov.ph> or <http://itsmorefuninthephilippines.com/>
- **Telephone:** (+632) 459-5200 to (+632) 459-5230
- **Email:** webmaster@tourism.gov.ph



The Executive Secretary

- **Website:** <http://www.gov.ph/> or <http://president.gov.ph/>
- **Telephone:** 784-4286 loc. 789 / 735-5359; 736-1076; 736-1010
- **Email:** op@president.gov.ph



Office of the Presidential Adviser on the Peace Process (OPAPP)

- **Website:** <http://www.gov.ph/> or <http://president.gov.ph/>
- **Telephone:** (+632) 637-6083 / (+632) 636-0701 to 07
- **Email:** feedback@opapp.net



Commission on Higher Education (CHED)

- **Website:** <http://www.ched.gov.ph/>
- **Telephone:** (+632) 441-0927 / (+632) 441-1257 / (+632) 441-1258 / (+632) 441-1260 / (+632) 441-1261 / (+632) 441-1404



Armed Forces of the Philippines (AFP)

- **Website:** <http://www.afp.mil.ph/> or www.army.mil.ph
- **Telephone:** (+632) 845-9555 loc.6129



Philippine National Police (PNP)

- **Website:** <http://pnp.gov.ph/portal/>
- **Telephone:** (+632) 723-0401



The Press Secretary

- **Website:** <http://www.pcoo.gov.ph/>
- **Telephone:** (+632) 733-3630 / (+632) 735-3538
- **Email:** op@president.gov.ph



Philippine National Red Cross (PNRC)

- **Website:** <http://www.redcross.org.ph/>
- **Telephone:** (+632) 527-0000 / Hotline - 143
- **Email:** prc@redcross.org.ph / communication@redcross.org.ph / fundgeneration@redcross.org.ph



National Anti-Poverty Commission-Victims of Disasters and Calamities Sector (NAPCVDC)

- **Website:** <http://maps.napc.gov.ph/>
- **Telephone:** (+632) 426-5028 / (+632) 426-5019 / (+632) 426-4956 / 426-4965
- **Email:** info@napc.gov.ph



National Commission on the Role of Filipino Women

- **Website:** <http://pcw.gov.ph/>
- **Telephone:** (+632) 735-4767 / (+632) 736-4449
- **Email:** edo@pcw.gov.ph



Housing and Urban Development Coordinating Council (HUDCC)

- **Website:** <http://www.hudcc.gov.ph/>
- **Telephone:** (+632) 812-8870 / (+632) 811-4168



Climate Change Office of the Climate Change Commission

- **Website:** <http://climate.gov.ph/>
- **Telephone:** (+632) 735-3144 / (+632) 735-3069
- **Email:** info@climate.gov.ph



Government Service Insurance System (GSIS)

- **Website:** <http://www.gsis.gov.ph/>
- **Telephone:** (+632) 847-4747 / (+632) 479-3600 / (+632) 976-4900
- **Email:** crmd@gsis.gov.ph ; gsismail@gsis.gov.ph ; ismacu-iso@gsis.gov.ph



Social Security System (SSS)

- **Website:** <https://www.sss.gov.ph/>
- **Telephone:** (+632) 920-6401 / (+632) 920-6446
- **Email:** ssemail@info.com.ph



Philippine Health Insurance Corporation (PhilHealth)

- **Website:** <http://www.philhealth.gov.ph/>
- **Telephone:** (+632) 441-7444
- **Email:** actioncenter@philhealth.gov.ph



Union of Local Authorities of the Philippines (ULAP)

- **Website:** <http://ulap.net.ph/index.php/en/>
- **Telephone:** (+632) 534-6787 / (+632) 718-1810
- **Email:** ulapnatsec@gmail.com
- **Hotline:** (+632) 851-2681



League of Provinces of the Philippines (LPP)

- **Website:** <http://www.lpp.gov.ph/>
- **Telephone:** (+632) 687-5399 / (+632) 631-0170 / (+632) 631-0197 / (+632) 687-4048
- **Email:** lppsec2007@yahoo.com



League of Cities of the Philippines (LCP)

- **Website:** <http://www.lcp.org.ph/>
- **Telephone:** (+632) 470-6837 / (+632) 470-6813 / (+632) 470-6843
- **Email:** league.cities.philippines@gmail.com



League of Municipalities of the Philippines (LMP)

- **Website:** <http://lmp.org.ph/default/>
- **Telephone:** (+632) 913-5737 to 38 / (+632) 912-0349 / (+632) 440-7280 / (+632) 440-7306
- **Email:** president@lmp.org.ph



OCD

- **Website:** <http://ocd.gov.ph/>
- **Telephone:** (+632) 911-5061 to 65 or (+632) 911-1406 / (+632) 912-5668 / (+632) 912-2665
- **Email:** opcen@ndrrmc.gov.ph



Bureau of Fire Protection

- **Website:** <http://www.bfp.gov.ph>
- **Telefax Number:** (+632) 426-3812
- **BFP Trunkline Nos:** (+632) 426-0219 local 703/ 704 (Commel); 401 (Director for Operations)
- **Email:** bfp_nhq_do@yahoo.com



Department of the Interior and Local Government (DILG)

- **Website:** <http://www.dilg.gov.ph>
- **Telephone:** (+632) 925-0320 to 23



**Central Office Disaster Information Coordinating Center
(DILG - CODIX)**

- **Telephone:** (+632) 925-0349 / (+632) 925-7343 / (+632) 928-7281
- **Email:** ebtabell@dilg.gov.ph / dilgcodix@rocketmail.com / dilgcodix@gmail.com



**Public Affairs And Communication Service
(DILG - PACS)**

- **Telephone:** (+632) 925-0349; (+632) 925-7343
- **Email:** pacs.dilg@yahoo.com

GOVERNOR

LOCAL DRRM OFFICE

LOCAL SUPERMARKET

[illegible]

LOCAL RESCUE TEAM(S)

PHONE COMPANY

POLICE

WATER COMPANY

PRIVATE SECTORS

HOSPITAL

ELECTRIC COMPANY

- a. **Adaptation** — the adjustment in natural or human systems in response to actual or expected climatic stimuli or their effects, which moderates harm or exploits beneficial opportunities.
- b. **Capacity** — a combination of all strengths and resources available within a community, society or organization that can reduce the level of risk, or effects of a disaster. Capacity may include infrastructure and physical means, institutions, societal coping abilities, as well as human knowledge, skills and collective attributes such as social relationships, leadership and management. Capacity may also be described as capability.
- c. **Civil Society Organizations** or **CSOs** — non-state actors whose aims are neither to generate profits nor to seek governing power. CSOs unite people to advance shared goals and interests. They have a presence in public life, expressing the interests and values of their members or others, and are based on ethical, cultural, scientific, religious or philanthropic considerations. CSOs include non-government organizations (NGOs), professional associations, foundations, independent research institutes, community-based organizations (CBOs), faith-based organizations, people's organizations, social movements, and labor unions.
- d. **Community-Based Disaster Risk Reduction and Management** or **CBDRRM** — a process of disaster risk reduction and management 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, and where the people are at the heart of decision-making and implementation of disaster risk reduction and management activities.
- e. **Contingency Planning** — a management process that analyzes specific potential events or emerging situations that might threaten society or the environment and establishes arrangements in advance to enable timely, effective and appropriate responses to such events and situations.
- f. **Disaster** — a serious disruption of the functioning of a community or a society involving widespread human, material, economic or environmental losses and impacts, which exceeds the ability of the affected community or society to cope using its own resources. Disasters are often described as a result of the combination of: the exposure to a hazard; the conditions of vulnerability that are present; and insufficient capacity or measures to reduce or cope with the potential negative consequences. Disaster impacts may include loss of life, injury, disease and other negative effects on human, physical, mental and social well-being, together with damage to property, destruction of assets, loss of services, Social and economic disruption and environmental degradation.
- g. **Disaster Mitigation** — the lessening or limitation of the adverse impacts of hazards and related disasters. Mitigation measures encompass engineering techniques and hazard-resistant construction as well as improved environmental policies and public awareness.

- h. Disaster Preparedness** — the knowledge and capacities developed by governments, professional response and recovery organizations, communities and individuals to effectively anticipate, respond to, and recover from, the impacts of likely, imminent or current hazard events or conditions. Preparedness action is carried out within the context of disaster risk reduction and management and aims to build the capacities needed to efficiently manage all types of emergencies and achieve orderly transitions from response to sustained recovery. Preparedness is based on a sound analysis of disaster risk and good linkages with early warning systems, and includes such activities as contingency planning, stockpiling of equipment and supplies, the development of arrangements for coordination, evacuation and public information, and associated training and field exercises. These must be supported by formal institutional, legal and budgetary capacities.
- i. Disaster Prevention** — the outright avoidance of adverse impacts of hazards and related disasters. It expresses the concept and intention to completely avoid potential adverse impacts through action taken in advance such as construction of dams or embankments that eliminate flood risks, land-use regulations that do not permit any settlement in high-risk zones, and seismic engineering designs that ensure the survival and function of a critical building in any likely earthquake.
- j. Disaster Response** — the provision of emergency services and public assistance during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected.
- Disaster response is predominantly focused on immediate and short-term needs and is sometimes called “disaster relief.”
- k. Disaster Risk** — the potential disaster losses in lives, health status, livelihood, assets and services, which could occur to a particular community or a society over some specified future time period.
- l. Disaster Risk Reduction** — the concept and practice of reducing disaster risks through systematic efforts to analyze and manage the causal factors of disasters, including through reduced exposures to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events.
- m. Disaster Risk Reduction and Management** — the systematic process of using administrative directives, organizations, and operational skills and capacities to implement strategies, policies and improved coping capacities in order to lessen the adverse impacts of hazards and the possibility of disaster. Prospective Disaster Risk Reduction and Management refers to risk reduction and management activities that address and seek to avoid the development of new or increased disaster risks, especially if risk reduction policies are not put in place.
- n. Early Warning System** — the set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss. A people-centered early warning system

necessarily comprises four (4) key elements: knowledge of the risks; monitoring, analysis and forecasting of the hazards; communication or dissemination of alerts and warnings; and local capabilities to respond to the warnings received. The expression “end-to-end warning system” is also used to emphasize that warning systems need to span all steps from hazard detection to community response.

- o. **Emergency** — unforeseen or sudden occurrence, especially danger, demanding immediate action.
- p. **Emergency Management** — the organization and management of resources and responsibilities for addressing all aspects of emergencies, in particular preparedness, response and initial recovery steps.
- q. **Exposure** — the degree to which the elements at risk are likely to experience hazard events of different magnitudes.
- r. **Geographic Information System** — a database which contains, among others, geo-hazard assessments, information on climate change, and climate risk reduction and management.
- s. **Hazard** — a dangerous phenomenon, substance, human activity or condition that may cause loss of life, injury or other health impacts, property damage, loss of livelihood and services, social and economic disruption, or environmental damage.
- t. **Land-Use Planning** — the process undertaken by public authorities to identify, evaluate and decide on different options for the use of land, including consideration of long-term economic, social and environmental objectives and the

implications for different communities and interest groups, and the subsequent formulation and promulgation of plans that describe the permitted or acceptable uses.

- u. **Mitigation** — structural and non-structural measures undertaken to limit the adverse impact of natural hazards, environmental degradation, and technological hazards and to ensure the ability of at-risk communities to address vulnerabilities aimed at minimizing the impact of disasters. Such measures include, but are not limited to, hazard-resistant construction and engineering works, the formulation and implementation of plans, programs, projects and activities, awareness raising, knowledge management, policies on land-use and resource management, as well as the enforcement of comprehensive land-use planning, building and safety standards, and legislation.
- v. **Post-Disaster Recovery** — the restoration and improvement where appropriate, of facilities, livelihood and living conditions of disaster-affected communities, including efforts to reduce disaster risk factors, in accordance with the principles of “build back better.”
- w. **Preparedness** - pre-disaster actions and measures being undertaken within the context of disaster risk reduction and management and are based on sound risk analysis as well as pre-disaster activities to avert or minimize loss of life and property such as, but not limited to, community organizing, training, planning, equipping, stockpiling, hazard mapping, insuring of assets, and public information and education initiatives. This also includes the development/enhancement of an overall preparedness strategy, policy, institutional

structure, warning and forecasting capabilities, and plans that define measures geared to help at-risk communities safeguard their lives and assets by being alert to hazards and taking appropriate action in the face of an imminent threat or an actual disaster.

- x. **Private Sector** — the key actor in the realm of the economy where the central social concern and process are the mutually beneficial production and distribution of goods and services to meet the physical needs of human beings. The private sector comprises private corporations, households and non-profit institutions serving households.
- y. **Rehabilitation** — measures that ensure the ability of affected communities/areas to restore their normal level of functioning by rebuilding livelihood and damaged infrastructures and increasing the communities' organizational capacity.
- z. **Resilience** — the ability of a system, community or society exposed to hazards to resist, absorb, accommodate and recover from the effects of a hazard in a timely and efficient manner, including through the preservation and restoration of its essential basic structures and functions.
- aa. **Response** — any concerted effort by two (2) or more agencies, public or private, to provide assistance or intervention during or immediately after a disaster to meet the life preservation and basic subsistence needs of those people affected and in the restoration of essential public activities and facilities.
- ab. **Risk** — the combination of the probability of an event and its negative consequences.

ac. **Risk Assessment** — a methodology to determine the nature and extent of risk by analyzing potential hazards and evaluating existing conditions of vulnerability that together could potentially harm exposed people, property, services, livelihood and the environment on which they depend. Risk assessments with associated risk mapping include: a review of the technical characteristics of hazards such as their location, intensity, frequency and probability; the analysis of exposure and vulnerability including the physical, social, health, economic and environmental dimensions; and the evaluation of the effectiveness of prevailing and alternative coping capacities in respect to likely risk scenarios.

ad. **State of Calamity** — a condition involving mass casualty and/or major damages to property, disruption of means of livelihoods, roads and normal way of life of people in the affected areas as a result of the occurrence of natural or human-induced hazard.

ae. **Vulnerability** — the characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard. Vulnerability may arise from various physical, social, economic, and environmental factors such as poor design and construction of buildings, inadequate protection of assets, lack of public information and awareness, limited official recognition of risks and preparedness measures, and disregard for wise environmental management.

42 GLOSSARY OF TERMS, ACRONYMS, AND ABBREVIATIONS

ACDV	Accredited Community Disaster Volunteers
AFP	Armed Forces of the Philippines
AIP	Annual Investment Plan
BDRRMC	Barangay Disaster Risk Reduction and Management Council
BERTs	Barangay Emergency Response Teams
BFP	Bureau of Fire Protection
BJMP	Bureau of Jail Management and Penology
(DILG) BLGD	Bureau of Local Government Development
(DILG) BLGS	Bureau of Local Government Supervision
BPATs	Barangay Peacekeeping Action Teams
Brgy./Brgys.	Barangay/s
CBDRRM	Community-Based Disaster Risk Reduction and Management
CCA	Climate Change Adaptation
CCC	Climate Change Commission
CDV	Community Disaster Volunteers
C/MHO	City/Municipal Health Officer
CODIX	Central Office Disaster Information Coordinating Center
COP	Chief of Police
CPA	Critical Preparedness Action
DA	Department of Agriculture
DALA	Damage and Loss Assessment
DANA	Damage and Needs Assessment

DepEd	Department of Education
DILG	Department of the Interior and Local Government
DND	Department of National Defense
DOE	Department of Energy
DOH	Department of Health
DPWH	Department of Public Works and Highways
DSWD	Department of Social Welfare and Development
DTI	Department of Trade and Industry
EC	Evacuation Center
EO	Executive Order
EOC	Emergency Operation Center
FM	Fire Marshall
ICS	Incident Command System
LCCAP	Local Climate Change Action Plan
LCC	Local Chamber of Commerce
LDRRMC	Local Disaster Risk Reduction & Management Council
LDRRMMO	Local Disaster Risk Reduction & Management Office
LDRRMP	Local Disaster Risk Reduction & Management Plan
(DILG) LGA	Local Government Academy
LGU	Local Government Unit
LMP	League of Municipalities of the Philippines
LCP	League of Cities of the Philippines
LPP	League of Provinces of the Philippines

M/C/PDRRMO	Municipal/City/Provincial Disaster Risk Reduction Management Office
M/CSWDO	Municipal/City Social Welfare and Development Officer
MDM	Management of the Dead and Missing
MGB	Mines and Geosciences Bureau
MLGOO	Municipal Local Government Operations Officer
MOA	Memorandum of Agreement
MoP	Management of the Pilgrims
NAMRIA	National Mapping and Resource Information Authority
(DILG) NBOO	National Barangay Operations Office
NDRRMC	National Disaster Risk Reduction and Management Council
NEDA	National Economic and Development Authority
NGA	National Government Agencies
NOAH (Project)	Nationwide Operational Assessment of Hazards
OCD	Office of Civil Defense
PAGASA	Philippine Atmospheric, Geophysical and Astronomical Services Administration
PAR	Philippine Area of Responsibility

PB	Punong Barangay
PDNA	Post-Disaster Needs Assessment
PDRA	Pre-Disaster Risk Assessment
PHIVOLCS	Philippine Institute of Volcanology & Seismology
PIA	Philippine Information Agency
PNP	Philippine National Police
PNRI	Philippine Nuclear Research Institute
PPO	Police Provincial Office
PRO	Police Regional Office
PWD	Person With Disability
RA	Republic Act
RDANA	Rapid Damage Assessment and Needs Analysis
TC	Tropical Cyclone
TSSP	Temporary Shelter for Stranded Pilgrims
SAR	Search and Rescue
SMS	Short Message Service
SRR	Search, Rescue, and Retrieval
ULAP	Union of Local Authorities of the Philippines
VMS	Volunteer Management System
WCPD	Women and Children Protection Desk

RA 7160 (LOCAL GOVERNMENT CODE)

...to carry such emergency measures as may be necessary during and in the aftermath of man-made and natural disasters and calamities.

RA 10121: DISASTER RISK REDUCTION AND MANAGEMENT ACT OF 2010

Section 11. Organization at the Local Government Level - The existing... Municipal Disaster Coordinating Councils shall henceforth be known as the... Municipal Disaster Risk Reduction and Management Councils...

- a. Composition: The LDRRMC shall be composed of, but not limited to, the following
 - (1) The Local Chief Executives, Chairperson;
- b. The LDRRMCs shall have the following functions:
 - (1) Approve, monitor and evaluate the implementation of the LDRRMPs and regularly review and test the plan consistent with other national and local planning programs;
 - (2) 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;
 - (3) Recommend the implementation of forced or preemptive evacuation of local residents, if necessary; and
 - (4) Convene the local council once every three (3) months as necessary.

THE MAYOR AND THE DRRM OFFICE**RA 10121: Disaster Risk Reduction and Management Act of 2010****Section 12. Local Disaster Risk Reduction and Management Office (LDRRMO)**

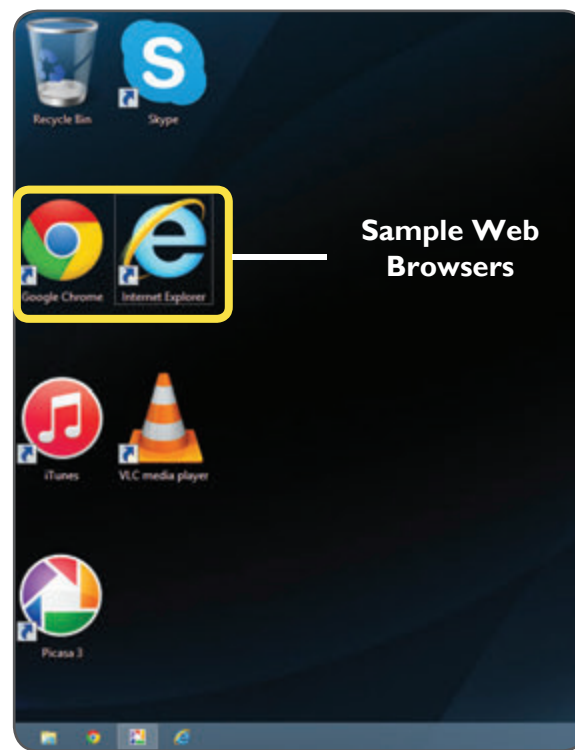
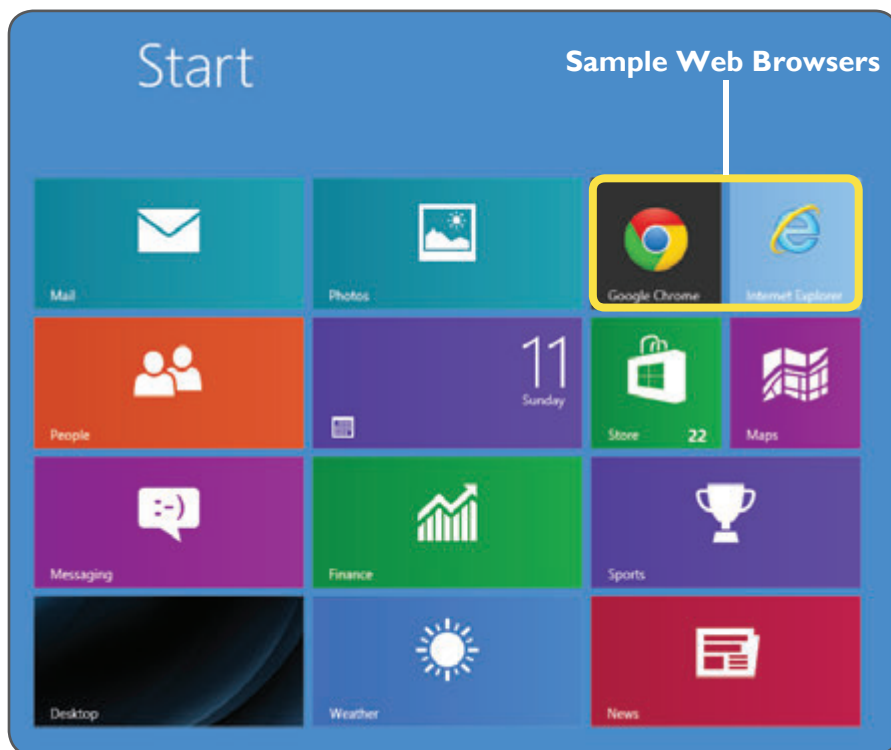
- a. There shall be an established LDRRMO in every province, city and municipality, and a Barangay Disaster Risk Reduction and Management Committee (BDRRMC) in every barangay which shall be responsible for setting the direction, development, implementation and coordination of disaster risk management programs within their territorial jurisdiction.
- b. The LDRRMO shall be under the office of the Governor, City or Municipal Mayor, and the Punong Barangay in case of the BDRRMC. The LDRRMOs 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; and (3) operations and warning. The LDRRMOs and the BDRRMCs shall organize, train and directly supervise the local emergency response teams and the ACDVs.

46 HOW TO ACCESS WEBSITES

STEP 1. Turn on your device or computer and log-in.

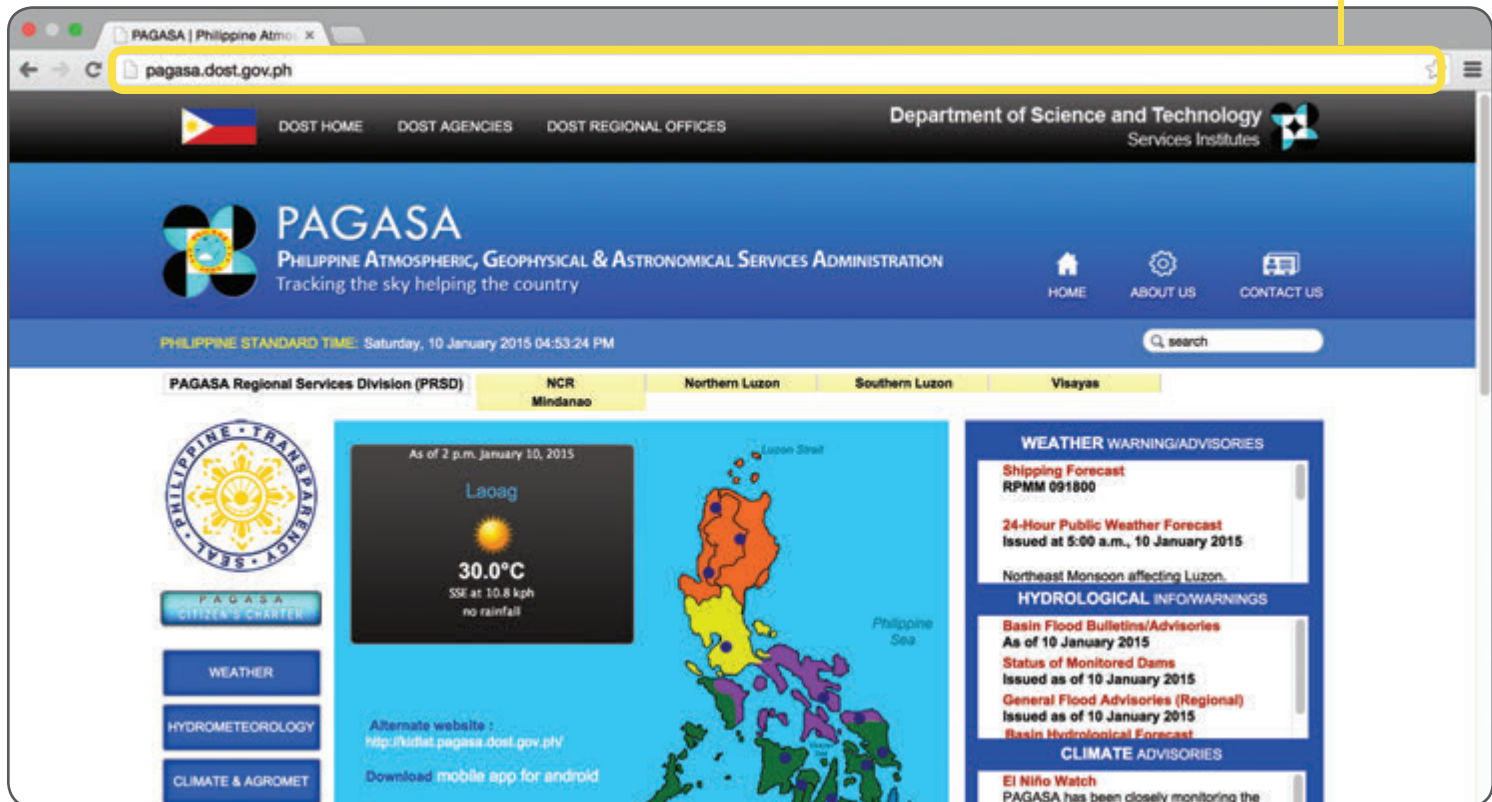
STEP 2. Click the **Start** button and find any Internet or Web Browsers installed on your computer.
Some of the popular web browsers are **Internet Explorer**, **Google Chrome**, **Mozilla Firefox**, **Safari** etc.

STEP 3. Click the web browser's shortcut icon to launch the web browser.



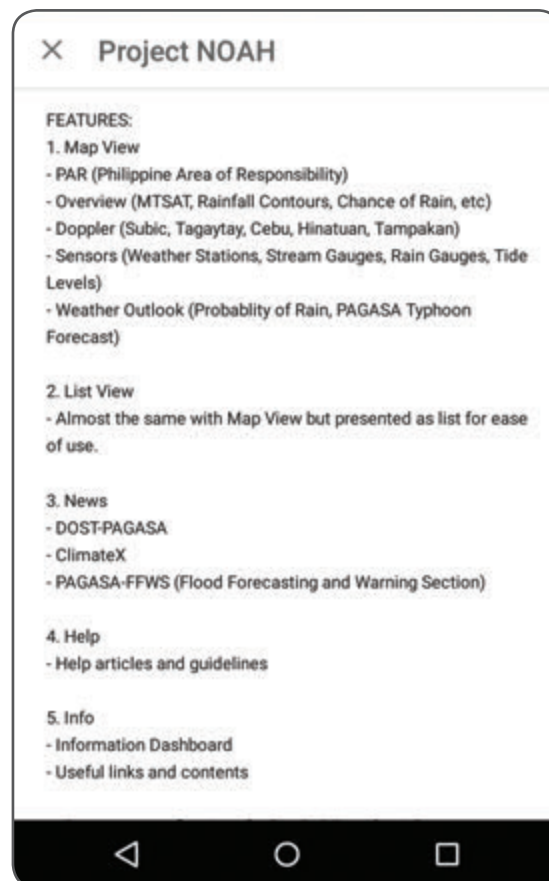
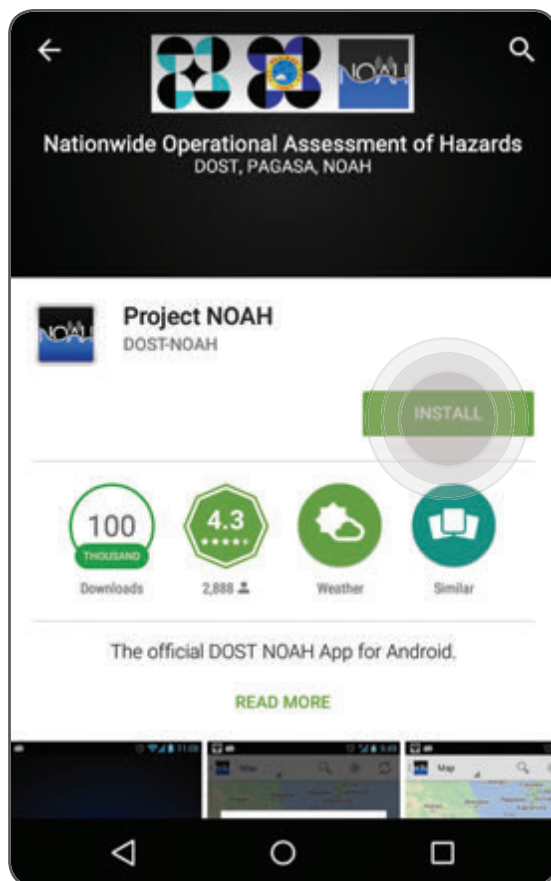
STEP 3. Once the browser opens up, type the website (e.g. www.pag-asa.dost.gov.ph) in the **address bar** and press the **enter key** from your keyboard.

STEP 4. You can now view the home page of your desired website.



48 ANNEX B: GUIDE IN USING THE PROJECT NOAH MOBILE APPLICATION

STEP 1. Download and install the **Project NOAH** mobile application using your Android or iOS phones or tablets. (NOTE: Downloading the application requires internet connection.)



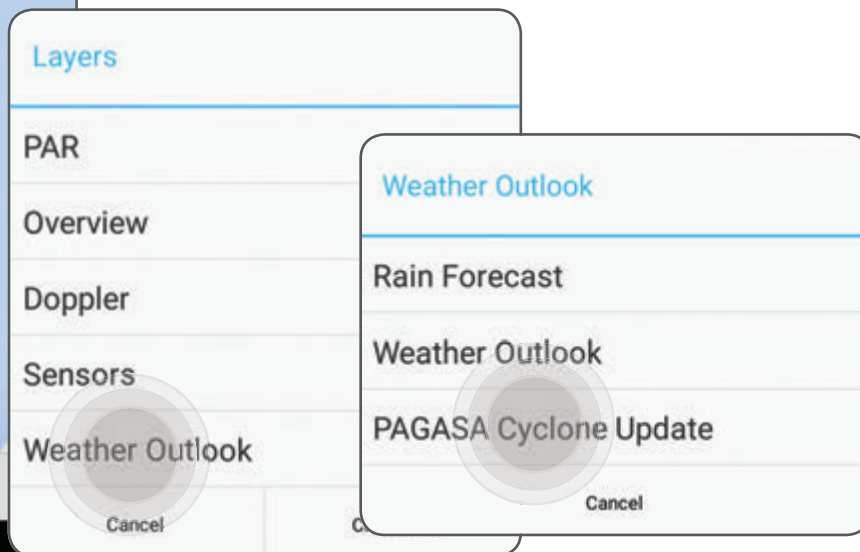
STEP 2. Open the **Project NOAH** mobile application and you will see the following default screen.



STEP 3. To check if there is an upcoming Low Pressure Area (LPA) formation or typhoon, you can use the the **Project NOAH's PAGASA Cyclone Update**.

For the PAGASA Cyclone Update:

- Click **LAYERS**
- Click **Weather Outlook**
- Click **PAGASA Cyclone Update**








PAGASA Cyclone Update

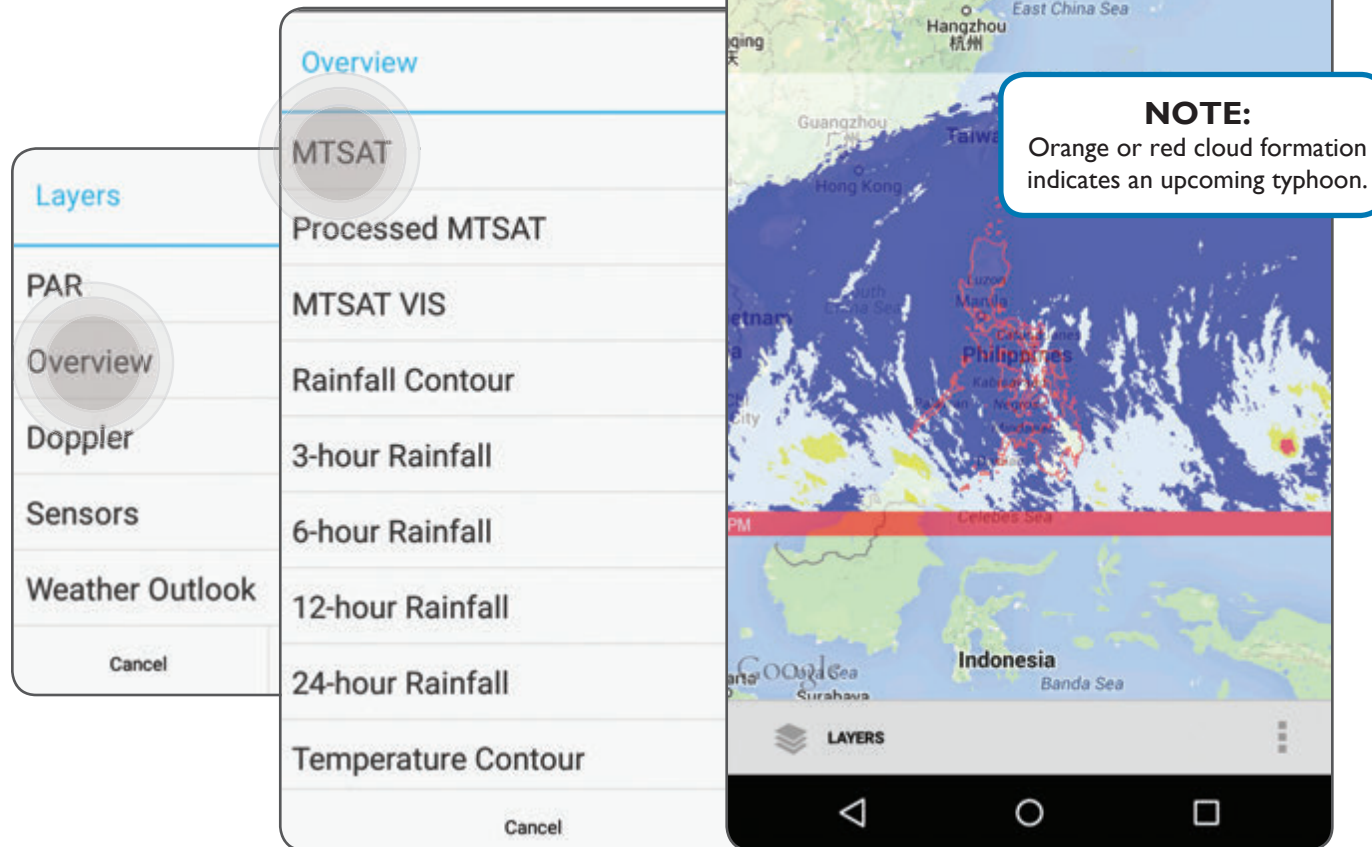
The figure below shows the map with white demarcation line outlining the Philippine Area of Responsibility.

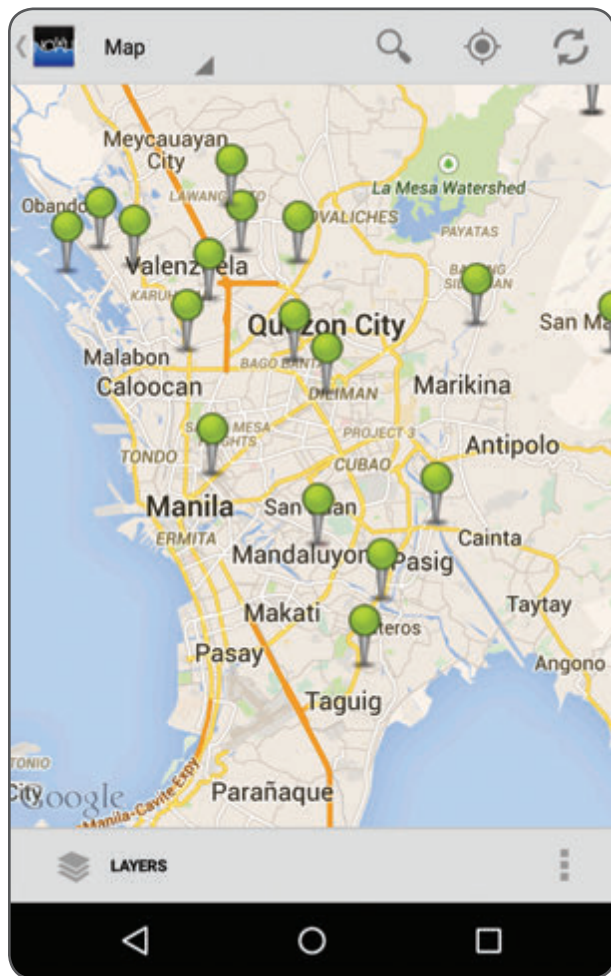
The surrounding clouds are indicative of the weather. White or no clouds indicate clear weather while orange or red cloud formation indicates upcoming rains or storm.

STEP 4. To check the MTSAT:

- a. Click  **LAYERS**
- b. Click  **Overview**
- c. Click  **MTSAT**

Multi-functional Transport Satellites (MTSAT) shows a satellite image similarly shown in weather channels or PAGASA weather bureau.








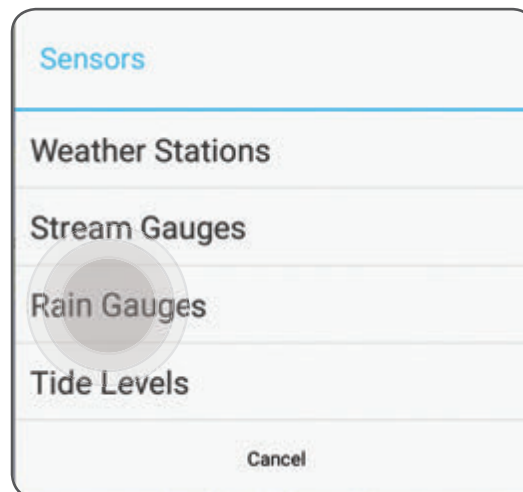
Rain Gauges

This is the best way to see any indication of flooding.

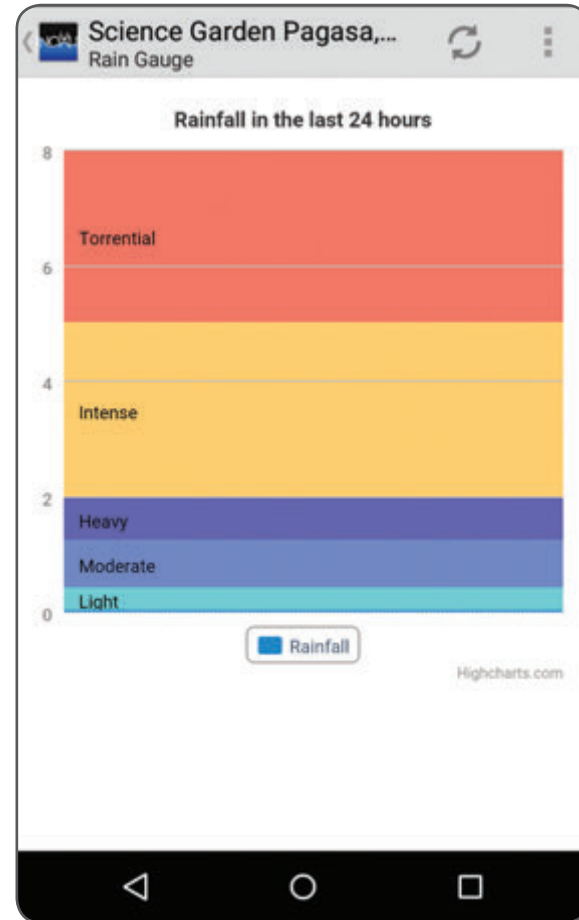
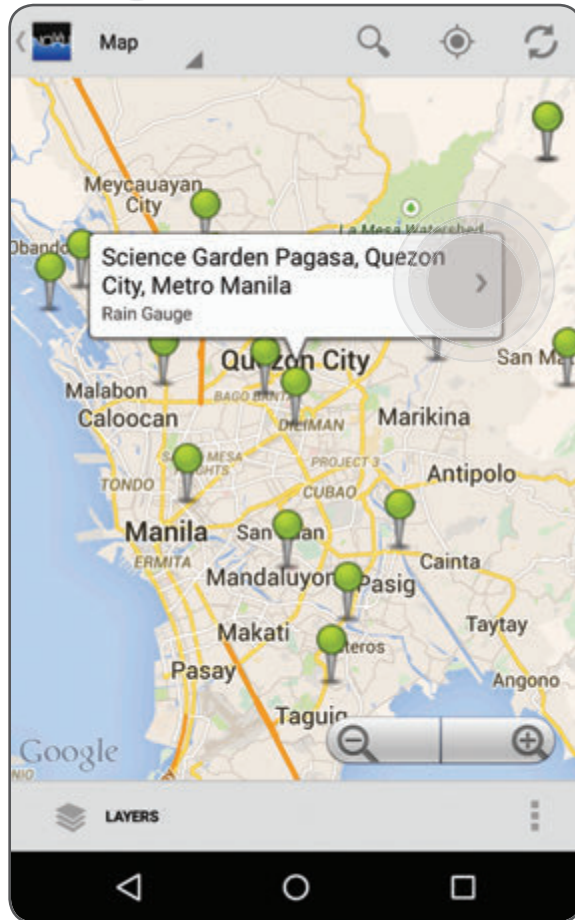
STEP 5. To see the **Rain Gauge**:

- a. Click  **LAYERS**
- b. Click  **Sensors**
- c. Click  **Rain Gauges**

Zoom in on the image to a particular location to display the points where amount of rainfall is measured.



Click  the **right arrow icon (>)** to show the amount of rainfall in a particular area.



54 ANNEX B: GUIDE IN USING THE PROJECT NOAH MOBILE APPLICATION

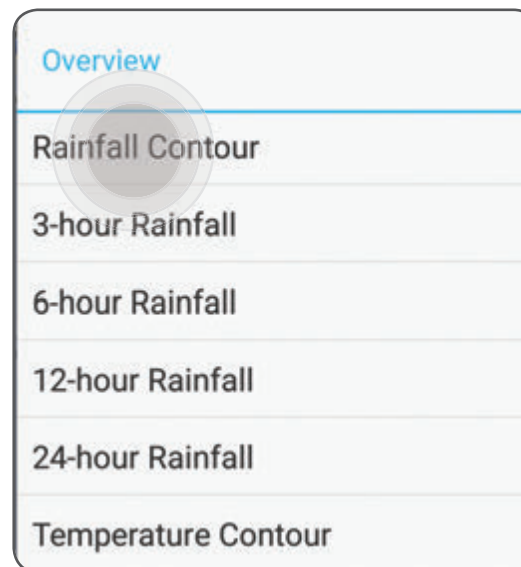


Rainfall Contour

This is another option in checking the amount of rainfall.

STEP 6. To check the **Rainfall Contour**:

- Click **LAYERS**
- Click **Overview**
- Click **Rainfall Contour**



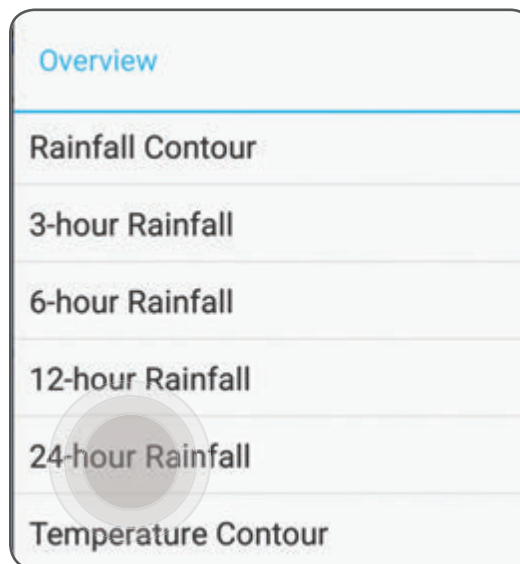


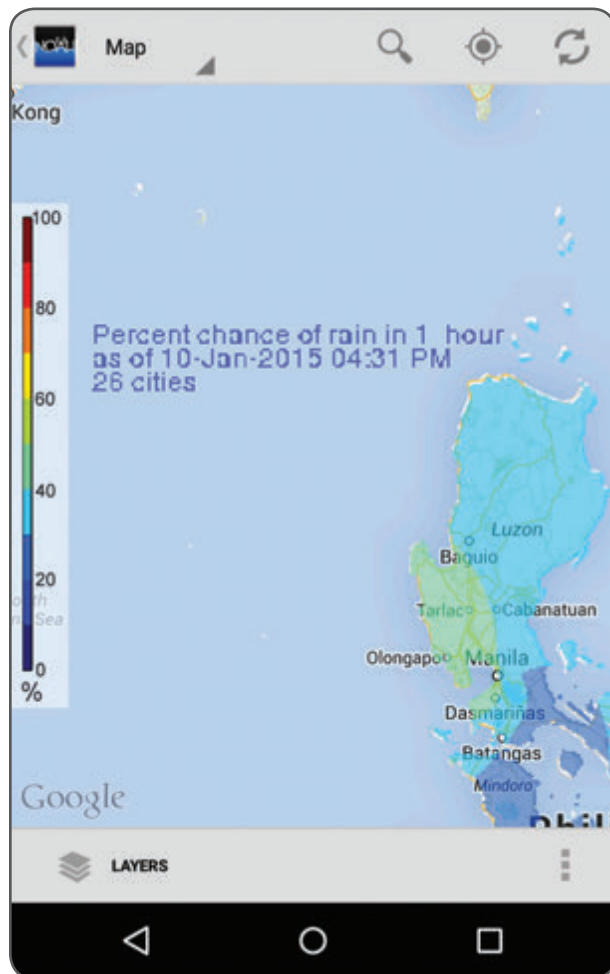
24-hour Rainfall

This feature shows accumulated rainfall for the past 24 hours. You can also check the rainfall in the past 3, 6, and 12 hours.

STEP 7. To check the **24-hour Rainfall**:

- Click **LAYERS**
- Click **Overview**
- Click **24-hour Rainfall**



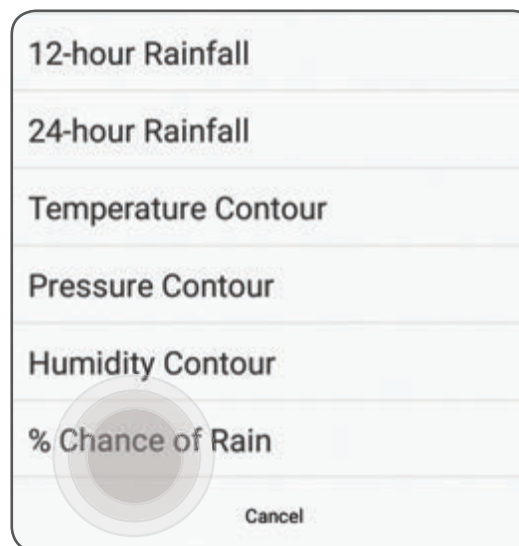


% Chance of Rain

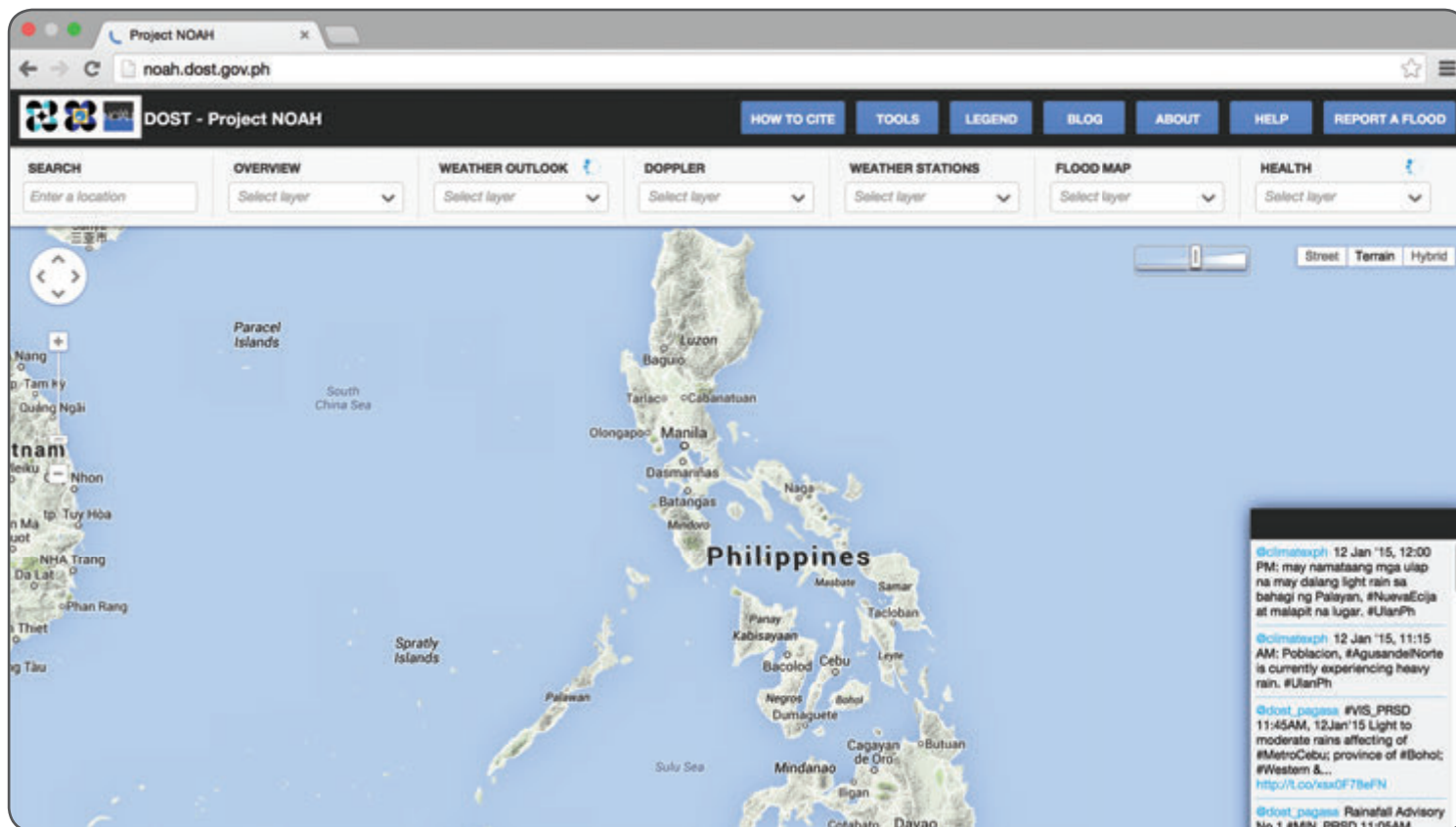
The Project NOAH app also shows the percent change and probability of rain.


STEP 6. To check the % **Chance of Rain**:

- Click **LAYERS**
- Click **Overview**
- Click **% Chance of Rain**



The **Project NOAH app** can be downloaded in both Android and Apple (iOS) mobile phones and tablets. In case there's no available mobile devices, you may use your laptop or desktop computer to access the **Project NOAH** website at <http://www.noah.dost.gov.ph>. The image below shows the user interface of the website.





NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL
National Disaster Risk Reduction and Management Center, Camp Aguinaldo, Quezon City, Philippines


REPUBLIC OF THE PHILIPPINES

NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

NDRRMC UPDATE

Severe Weather Bulletin No. 06 re
Typhoon "GLENDA" (RAMMASUN)

Releasing Officer:



USEC ALEXANDER P PAMA
Executive Director

DATE : 14 July 2014, 11:00 PM
SOURCE: PAGASA-DOST

I. SITUATION OVERVIEW:


GLEND A has intensified into a typhoon and slowed down as it continues to move west towards the Bicol Region.

PAGASA Track as of 8 p.m., 14 July 2014



Track of Typhoon "GLEND A"

Satellite Picture
DOST PAGASA MTSAT IR1 2014-07-14 11:01:00 PM PHT



● IMPACT STATEMENT

SOURCE: [http://www.ndrrmc.gov.ph/attachments/article/1355/NDRRMC_Update_Severe_Weather_Bulletin_25_\(FINAL\)_TS_Ruby_10Dec2014_2230H.pdf](http://www.ndrrmc.gov.ph/attachments/article/1355/NDRRMC_Update_Severe_Weather_Bulletin_25_(FINAL)_TS_Ruby_10Dec2014_2230H.pdf)

Location of Center: (as of 10:00 P.M.)	400 East of Legazpi City		
Coordinates:	12.8°N, 127.7°E		
Strength:	Maximum sustained winds of 120 kph near the center and gustiness of up to 150 kph		
Movement:	Forecast to move West at 20 kph		
Forecast Positions/Outlook:	<p>Tuesday evening: Typhoon "GLENDA" is expected to make landfall over Albay-Sorsogon area then cross Albay towards Southern Luzon</p> <p>Wednesday morning: in the vicinity of NCR</p> <p>Wednesday evening: will exit the landmass via Zambales area</p> <p>Thursday evening: 550 km West of Laoag City or outside the PAR</p>		

Public Storm Warning Signal			
PSWS	Luzon	Visayas	Mindanao
#3 (winds of 101 - 185 kph is expected in at least 24 hours)	Catanduanes, Albay, and Sorsogon	Northern Samar	
#2 (winds of 61 - 100 kph is expected in at least 24 hours)	Camarines Norte, Camarines Sur, Masbate including Burias and Ticao Islands, Marinduque and Southern part of Quezon	Northern part of Samar and Northern part of Eastern Samar	None
#1 (winds of 30 - 60 kph is expected in at least 36 hours)	Romblon, Oriental and Occidental Mindoro, Lubang Island, Batangas, Cavite, Laguna, Rizal, Bulacan, Pampanga, Bataan, Zambales, Tarlac, Nueva Ecija, Pangasinan, Southern Aurora, Rest of Quezon including Polillo Islands, and Metro Manila	Rest of Eastern Samar and of Samar, Northern Leyte including Biliran Island	None

<ul style="list-style-type: none"> Residents in low lying and mountainous areas under signal #3, #2 & #1 are alerted against possible flashfloods and landslides. Likewise, those living in coastal areas under signal #3 and #2 are alerted against storm surges Estimated rainfall amount is from 7.5 – 25 mm per hour (moderate - intense) within the 500 km diameter of the Typhoon Fishing boats and other small seacrafts are advised not to venture out into the Eastern seaboard of Luzon and Visayas The public and the Disaster Risk Reduction and Management Council concerned are advised to take appropriate actions and watch for the next bulletin to be issued at 5 AM tomorrow
--

STORM WARNING SIGNALS AND THE EXPECTED IMPACTS OF THE WIND TO SELECTED AREAS BASED ON THE FORECAST TRACK OF THE TYPHOON.

ADDITIONAL INFORMATION SUCH AS OF FLOODS, LANDSLIDES, AND EFFECTS OF STORM SURGE.

60 ANNEX D: ANATOMY OF GALE WARNING



REPUBLIC OF THE PHILIPPINES
Department of Science and Technology
Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA)

#1

GALE WARNING #01

1 FOR : STRONG TO GALE FORCE WINDS ASSOCIATED WITH THE SURGE OF THE NORTHEAST MONSOON.

Issued at: 5:00 PM TODAY, 07 JANUARY 2015

2 Strong to gale force winds is expected to affect the seaboards of Northern Luzon.

SEABOARDS	WEATHER	WIND FORCE (KPH / KNOTS)	SEA CONDITION	WAVE HEIGHT (meters)
THE SEABOARDS OF NORTHERN LUZON (Batanes, Calayan, Babuyan, Cagayan, Isabela, Ilocos Norte, Ilocos Sur, La Union and Pangasinan)	Cloudy skies with light rains	(52 – 63) / (28 – 34)	Rough to very rough	3.4 to 4.5

4 Fishing boats and other small seacrafts are advised not to venture out into the sea while larger sea vessels are alerted against big waves.

The next update will be issued at 5:00 am tomorrow.

1. Statement of the system causing the gale force wind.
2. General statement on the seaboards that will be affected by the gale force wind.
3. Name of the seaboards, associated weather, expected wind force, sea condition, and wave height.
4. General advisory to fisherman and small sea crafts and alert to larger sea vessel against big waves.

SOURCE: <http://pagasa.dost.gov.ph/index.php/gale-warning-archive/209-150107-gale/2021-1>

