



Republic of the Philippines  
Province of Laguna  
**MUNICIPALITY OF LOS BAÑOS**  
*Special Science and Nature City*  
**OFFICE OF THE SANGGUNIANG BAYAN**  
Municipal Hall, National Highway, Brgy. Timugan,  
Los Baños, Laguna 4030 Philippines  
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**EXCERPTS FROM THE MINUTES OF THE SIXTEENTH (16TH) REGULAR SESSION OF THE SANGGUNIANG BAYAN HELD ON NOVEMBER 8, 2019 AT THE SANGGUNIANG BAYAN SESSION HALL, NATIONAL HIGHWAY, BRGY. TIMUGAN, LOS BAÑOS, LAGUNA.**

Present : Vice Mayor Antonio L. Kalaw, Presiding Officer  
S.B. Member Josephine S. Evangelista  
S.B. Member Miko C. Pelegrina  
S.B. Member Janos S. Lapiz  
S.B. Member Geronimo A. Ciceron  
S.B. Member Marlo PJ A. Alipon  
S.B. Member Mike Dexter A. Concio  
S.B. Member Mark Lester B. Dizon  
S.B. Member Cris Dayril B. Bagnes  
S.B. Member Arlene P. delos Santos, Liga President  
S.B. Member Jozylyn N. Manansala, SK Fed. President  
Secretary Dona T. Alborida  
Ms. Jellyn S. De Una, LLSA II

Absent : None

Visitor(s) : None

**ORDINANCE 2019-1890**

**AN ORDINANCE INSTITUTIONALIZING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT RESCUE VOLUNTEERS DEFINING ITS ROLES AND FUNCTIONS THEREOF.**

Author : Councilwoman Josephine Sumangil-Evangelista

WHEREAS, the Municipal Disaster Risk Reduction and Management Office (MDRRMO) shall be the first to respond during and after disaster within the municipality of Los Baños;

WHEREAS, the MDRRMO is responsible to respond during emergencies where first aid assistance is needed;

WHEREAS, the MDRRMO shall organize and promulgate trainings to volunteers to supervise and be responsive during and after disaster may it be human-induced or during Natural calamity;

WHEREAS, the Local Government Unit of the Municipality of Los Baños support the strengthening and institutionalizing of the Municipal Disaster Risk Reduction and Management

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TAPASIPAHAN R.L. 1056, S. 2020  
M.T.S.A. October 21, 2020

Rescue Volunteers to equip volunteers with the knowledge on how to respond during and after disaster;

NOW THEREFORE, on motion of Councilor Josephine S. Evangelista duly seconded by Councilor Miko C. Pelegrina approved by the Councilors present;

BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF LOS BAÑOS, LAGUNA in session assembled, THAT:

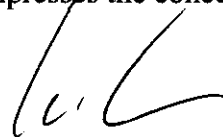
**SECTION 1. TITLE** - This ordinance shall be known as the "AN ORDINANCE INSTITUTIONALIZING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT RESCUE VOLUNTEERS DEFINING ITS ROLES AND FUNCTIONS THEREOF";

**SECTION 2. MUNICIPAL POLICIES ON DISASTER RISK REDUCTION AND MANAGEMENT** - It is the policy of the municipal government of Los Baños to address disaster risk reduction and management:

- a. It is a declared policy of the state to institutionalize the policies, structures coordinative mechanisms and programs on disaster risk reduction from national down to LGU levels;
- b. RA 10121 mandates every MDRRMC to organize, train, equip and supervise local emergency response teams and Accredited Community Disaster Volunteers (ACDVs);
- c. The Municipality of Los Baños uphold, adopt and incorporate the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to natural and human-induced disasters, strengthening the municipality's institutional capacities for disaster risk reduction and management and building the resilience of local communities to disasters including climate change;

**SECTION 3. DEFINITION OF TERMS** - As used in this Ordinance the following terms shall be constructed to mean as follows:

- a) **"Disaster Response"** – The provision of emergency services and public assistance during, immediate or 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 care and response;
- b) **"Disaster Preparedness"** – The knowledge and capacities developed by government, 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;
- c) **"Disaster Mitigation"** – Lessening or limitation of the adverse impacts of hazards and related disasters. Mitigation measures encompasses engineering techniques and hazard-resistant construction as well as improved environmental policies and public awareness;
- d) **"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 a settlement in high-risk zones, and seismic engineering designs that ensure the survival and function of a critical building in any likely earthquake;

- e) **“Disaster Rehabilitation and 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";
- f) **“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;
- g) **“Emergency”** – Unforeseen or sudden occurrence, especially danger, demanding immediate action;
- h) **“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;
- i) **“Disaster and Emergency Response Volunteers”**– Accredited Civil Society Organization (CSO) who prepare for and respond to any emergency incident, such as natural or human-induced disaster. Disaster and Emergency Response Volunteers is composed of individual volunteers belonging to accredited CSO trained by government and private institutions in various aspects of disaster response, preparedness, mitigation, rehabilitation and recovery;
- j) **“Incident Command System (ICS)”** – consists of a standard management hierarchy and procedures for managing temporary incidents of any size. ICS functions as the central command and control system from the time an incident occurs until the requirement for management and operations cease to exist;
- k) **“Unified Command System”** – is an authority structure in which the role of incident commander is shared by two or more individuals, each already having authority in different responding agencies. Unified command is one way to carry out command in which responding agencies and/or jurisdictions with responsibility for the incident. A unified command allows agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively without affecting agency authority, responsibility or accountability.



Under a unified command, a single, coordinated incident action plan will direct all activities;

- l) **“Civil Society Organization”** - 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 nongovernment organizations (NGOs), professional associations, foundations, independent research institutes, community-based organizations (CBOs), faith-based organizations, people's organizations, social movements, and labor unions;
- m) **“Rescue Volunteer”** – Individual/person or group who for reasons arising from socio-developmental, business and corporate orientation, commitment or conviction, contribute time, service, and resources whether full time or part time base to a just and essential development cause, mission or endeavor in the belief that their activity is mutually meaningful and beneficial to public interest as well as to themselves.

**SECTION 4. IDENTIFYING VOLUNTEERS** - The Municipal Disaster Risk Reduction and Management Rescue Volunteer has two kinds of volunteers, the **Employee volunteers** and the **Community volunteers**.

The **Employee Volunteers** shall be employees from the Local Government Unit of Los Baños and the Bureau of Fire Protection – Los Baños. The **Community Volunteers** shall come from the fourteen (14) Barangays of the Municipality of Los Baños; three (3) from each Barangays.

All of which shall be called as the Municipal Disaster Risk Reduction and Management Rescue Volunteers (MDRRM RV). Both types of volunteers shall be referred to as **Rescue Volunteers** and shall share the same roles, functions and skills. They will also undergo the same training, education and enrichment programs. The benefits and incentives of the volunteers shall be discussed in Section 10 herein this ordinance.

**SECTION 5. ROLES AND FUNCTIONS** - The Municipal Disaster Risk Reduction and Management Rescue Volunteers (MDRRM RV) shall have the following roles and functions based on the following four (4) core thematic areas of disaster preparedness and response.

1. On Disaster Prevention and Mitigation

- a) Work with MDRRMO, ICS Commander, Head of the BDRRMCs for the safety and protection of individuals, families, households and communities in times of disasters;
- b) Extend the necessary assistance to the MDRRMCs and BDRMMC during, immediate and after disaster as the law may require;

c) Work closely to the MDRRMOs and adherence to standard operating procedures and communication protocols among municipal and barangay disaster risk reduction and management committees for purposes of warning and hazard protection, gathering of information on disaster areas before, during and after disasters; and

d) Assist in the dissemination and information campaign to raise public awareness about hazards, vulnerabilities and risks, their nature, effects early warning signs, counter-measures and programs and initiatives of the municipal government for disaster risk reduction and management.

## 2. On Disaster Preparedness

a) Hold local planning, trainings or recruitment meetings and provide first-aid, crowd control or other services at the community level;

b) Develop and recommend emergency preparedness and response requirements that are applicable to all kinds of natural and human-induced disasters;

c) In the absence of professional responder, serve as resource speaker during disaster response exercises and awareness raising activities at the municipal and barangay level;

d) When not responding to disaster or large-scale emergencies, emergency response team in coordination with the MDRRMOs and BDRMMCs can raise funds for emergency response equipment needed by their communities; and

e) Disaster and Emergency Response Volunteer members should acquire all necessary training needs to assume any types of roles during emergencies. This is important during disaster or emergency response because some members may not be available to respond due to fatigue, injury or other related circumstances.

## 3. On Disaster Response

a) Assist and augment local government unit (LGU) in disaster response during emergency situations;

b) Identify and recommend suitable facilities for evacuation area for immediate emergency use if the identified and designated facilities are not accessible;

c) Provide necessary first aid when a medical facility is not in near proximity and wait until such time professional medical personnel arrived;

d) Restrict access to the incident scene and surrounding areas as the situation demands and take any other steps necessary in the performance of their mandated duties and responsibilities; and

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- e) Disaster and Emergency Response Volunteer in other barangay communities not affected by disasters may be deployed or mobilize or activated to augment enough human resources called by the Incident Commander or the MDRRM Chairman.

4. On Disaster Rehabilitation and Recovery

- a) Validate information and data provided by frontline service providers such as but not limited to barangay health workers (BHWs), barangay nutrition scholars (BNS), day care workers (DCW) and barangay service point officer (BSPO) to determine response and rehabilitation effort especially in geographically isolated and disadvantaged areas.

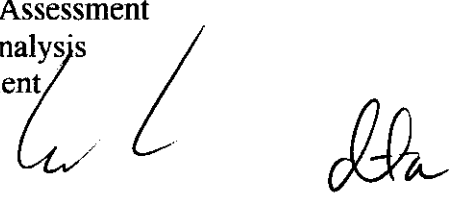
**SECTION 6. CAPACITY-BUILDING AND UPGRADING OF SKILLS OF THE DISASTER AND EMERGENCY RESPONSE VOLUNTEER** - The Municipal Government of Los Baños must ensure that disaster and emergency response volunteers from the municipal down to barangay level should be provided with capacity building interventions to upgrade their skills and to build their competencies in the four (4) core thematic areas of disaster preparedness, response, prevention and mitigation, rehabilitation and recovery.

- a) In accordance with the provision of RA 10121, the Municipal Disaster Risk Reduction and Management Office (MDRRMO) shall develop curriculum programs and provide the necessary capacity building needs of emergency responders such as but not limited to search and rescue, life-saving measures for natural and human-induced disasters;
- b) The Municipal Disaster Risk Reduction and Management Rescue Volunteers (MDRRM RV) shall participate in disaster exercises, attendance to seminars, conferences and disaster forums that will enhance emergency responder skills and capacities.

The following are the recommended list of skills training needed for emergency responders:

- I. Disaster Preparedness
- II. Basic Life Skills (First Aid)
- III. Water Search and Rescue
- IV. Mountain Search and Rescue
- V. Fire Safety
- VI. Cardio Pulmonary Resuscitation (CPR)
- VII. Earthquake Safety Procedure
- VIII. Incident Command System (ICS)
- IX. Standard Protocols and Communications
- X. Early Warning System
- XI. Camp Coordination and Camp Management with Evacuation Procedures
- XII. Volcanic and Seismic Activity
- XIII. Rapid Damage and Needs Assessment
- XIV. Post Disaster and Needs Analysis
- XV. Pre-Disaster Risk Assessment

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**SECTION 7. PROVISION OF BASIC AND NECESSARY EQUIPMENT AND LIFE SAVING MEASURES** - For life-saving measures, the Municipal Government of Los Baños shall provide necessary basic equipment and life-saving measures to emergency responder. However, it is encouraged that the accredited Civil Society Organization (CSO) who's providing emergency assistance should acquire and produce its own emergency and life-saving equipment for effective intervention during emergency and disaster situation.

**SECTION 8. COORDINATION MECHANISMS** - In order to save lives and ensure public safety, the Municipal Disaster Risk Reduction and Management Rescue Team will work directly with the office of the MDRRMO and coordinates with the ICS Commander to monitor various incident and tactical operations such as communication and warning, preemptive evacuation, relief, search and rescue.

**SECTION 9. ACCREDITATION OF DISASTER EMERGENCY RESPONSE VOLUNTEER** - The Municipal Government of Los Baños is the responsible agency that will facilitate the accreditation of Civil Society Organizations applying to become disaster emergency response volunteers based on the following requirements:

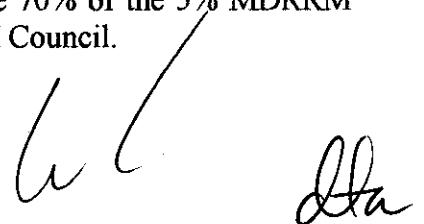
- a) Must be registered with the Securities and Exchange Commission;
- b) Resident of the municipality with at least five (5) years; and
- c) Preferably with disaster risk reduction and management (DRM) experience. The Los Baños Disaster Risk Reduction and Management Office (LBDRRMO) shall issue official IDs of accredited volunteers and shall submit the list of volunteers to the Office of Civil Defense (OCD) for inclusion to the database of community disaster volunteers.

**SECTION 10. BENEFITS AND INCENTIVES** - In accordance with RA 10121, Sec. 13 par. 3, any volunteer who incurs death or injury while in their performance of their duties shall be entitled to compensatory benefits and individual personnel medical and accident insurance as defined under its IRR. The Municipal Government of Los Baños shall provide incentives and benefits to disaster and emergency response volunteers such as but not limited to the following:

- a) **Medical-Accident and Life Insurance** – All volunteers shall be provided with medical and/or accident insurance;
- b) **Hazard and Subsistence Allowance** – All Volunteers shall receive a monthly allowance, the amount shall be determined by the MDRRM Council subject to the available funds upon the approval of the Municipal Mayor.
- c) Training, Education and Enrichment Program
- d) Free Legal Services

**SECTION 11. FUNDING** - The source of funds for the provision for the operation of the Municipal Disaster Risk Reduction and Management Rescue Volunteers (MDRRM RV) shall be chargeable against the 70% of the 5% MDRRM fund subject upon the approval of the MDRRM Council.

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**SECTION 12. IMPLEMENTING RULES AND REGULATIONS** - Within six (6) months after the approval of this ordinance, Rules and Regulations necessary for the efficient and effective implementation of all provisions of this ordinance shall be formulated.

**SECTION 13. REPEALING CLAUSE** - All ordinances, rules and regulations or parts not consistent with any provision of this ordinance are hereby repealed, amended or modified accordingly.

**SECTION 14. SEPARABILITY CLAUSE** - If, for any reasons, any part or provision of this ordinance shall be declared unconstitutional or invalid by the court, or suspended or revoked by competent authorities, other parts or the provisions thereof which are not affected thereby shall continue to be full force and effect.

**SECTION 15. EFFECTIVITY** - This ordinance shall take effect upon compliance with the posting/publication requirements of the Local Government Code.

ENACTED : NOVEMBER 8, 2019.

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I HEREBY CERTIFY to the correctness of the above-quoted Ordinance.

  
**DONA T. ALBORIDA**  
Secretary to the Sangguniang Bayan

CERTIFIED ENACTED:

  
**HON. ANTONIO I. KALAW**  
Vice Mayor/Presiding Officer

APPROVED:

  
**HON. CAESAR E. PEREZ**  
Municipal Mayor

**PINAC TIBAY**  
**SANGGUNIANG PANGALAWIGAN**  
KAPANGALANAN NO. 1009, S. 2020  
DATE: October 21, 2020