



# MUNICIPALITY OF ASINGAN

## OFFICE OF THE MUNICIPAL MAYOR



Seal of  
Good  
Local  
Governance

AWARDEE: 2016 2017 2019

2/F Municipal Hall, Poblacion, Asingan, Pangasinan 2439 | Tel. (075) 633-9390 | Fax (075) 632-8612  
Email: asenso.asingan2022@yahoo.com | Website: www.asingan.gov.ph

### EXECUTIVE ORDER NO. 0035-E, S-2022

#### REORGANIZING THE EVACUATION CENTER MANAGEMENT COMMITTEE OF THE MUNICIPALITY OF ASINGAN, PANGASINAN, AND FOR OTHER PURPOSE

**WHEREAS**, the Municipal Government of Asingan has been subjected to and affected by the adverse impacts of recurrent natural disaster brought about by climate change, as well as, man-made disasters and emergencies;

**WHEREAS**, pursuant to republic Act 10121, the Municipal Disaster Risk Reduction and Management Council (MDRRMC) is tasked to develop policies and plans, and the implementations of actions and measures pertaining to all aspects of disaster risk reduction and management, which includes good governance, risk assessment and early warning, knowledge building and awareness raising, reducing underlying risk factors, and preparedness for effective response and early recovery;

**WHEREAS**, the Local Chief Executive, pursuant to the general welfare clause of the Local Government Code, is empowered to exercise such powers and perform such duties and functions for the general welfare of the city and its inhabitants;

**WHEREAS**, one of the key factors in disaster risk reduction and management is the efficiency of the evacuation centers to cater to the needs of all affected population during disasters as prescribed by the DSWD-DILG-NDRRMC Joint Memorandum Circular No. 01, s. 2014;

**WHEREAS**, it is imperative to strengthen the Evacuation Center Management Committee in order to efficiently and effectively manage the evacuation centers and identify areas of coordination, collaboration, and cooperation among stakeholders to ensure the delivery of essential services to the victims of disasters and calamities;

**NOW THEREFORE, I, CARLOS F. LOPEZ, JR.**, Mayor of the Municipality of Asingan and concurrent Chairman of the Municipal Disaster Risk Reduction and Management Council, by virtue of the powers vested in me by law and the Constitution, do hereby order the implementation of the Reorganization of the Evacuation Center Management Committee (ECMC) of the Municipality of Asingan, Defining Roles, Functions, Duties, and Responsibilities and Lines of Coordination of Task Implementation, and for Othe Purpose, to wit:

**SECTION 1. COMPOSITION.** The ECMC shall be part of the Local Disaster Risk Reduction and Management Council (LDRRMC) to coordinate delivery of assistance and services to the evacuees:

Overall Coordinator: TERESA O. MAMALIO, RSW – MSWD Officer  
Members: Hon. LETICIA R. DOLLENTE – Liga ng mga Barangay President  
Engr. BENJAMIN B. GINES, JR. – Municipal Engineer  
Dr. RONNIE S. TOMAS – Municipal Health Officer  
Dr. JESUS G. CARDINEZ – LDRRMO III  
PRINCESS C. POON, RSW – SWO III  
MARILOU O. TORIO – Nurse II  
PEARCHIN T. MAMASIG, RSW – SWO I  
MICHAEL C. SOLIVEN – LDRRMO I  
STAFF COMPLEMENT FROM MDRRMO, MSWDO, MHO  
Dr. ROSALINA B. SAGUIPED – DepEd District I Supervisor  
ROMULO T. OGANIZA – DepEd District II Supervisor  
PMAJ NAPOLEON M ELECCION – PNP Chief Asingan MPS  
INSP. ROGELIO S. QUIZON, JR. – Municipal Fire Marshall  
JUNIO R. TENDERO – Aragaag Farmers SWISA, Inc. (CSO Rep)





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### SECTION 2. DUTIES AND RESPONSIBILITIES. The ECMC shall have the following functions:

- Prepare Evacuation Center Management Plan (ECMP) for approval of the LDRRMC.
- Activate the Evacuation Camp Management Plan and Teams and hold pre-evacuation conference and planning.
- Deploy Evacuation Center Management Team (ECMT) when evacuation is ordered by the LDRRMC or the Local Chief Executive.
- Coordinate and monitor service delivery, needs assessments, and identify gaps in the evacuation center
- Coordinate the mobilization of local resources or request for augmentation from PDRRMO and other government agencies or entities.
- Identify and map agencies or entities providing assistance to various evacuation centers, including the type of assistance being provided (3Ws re: Who, What and Where)
- Develop area-specific protocols to help the committee implement the objectives of this guideline responsive to local context and needs.
- Ensure that agencies, groups and organizations providing assistance to the evacuation centers are aware of this guideline and the standards set forth.
- Conduct capacity-building activities and refresher courses to designate Camp Manager/Teams
- Enter into agreement with the building, structure or property owners that will be used as evacuation center/s. (Note: this agreement can include duration, number of families/persons, duties, and responsibilities of the LGU and property owner, property rentals)
- Maintain adequate supply of the Evacuation Center Management Toolkit
- Coordinate with the National Camp Coordination and Camp Management (CCCM) Cluster in times of major emergencies in the AOR.
- Monitor and address needs related to the use of schools as evacuation centers and concerns on the need to continue learning in evacuation centers during emergencies.

### SECTION 3. THE EVACUATION CENTER MANAGEMENT TEAMS. The ECMTs shall be composed of the following:

Evacuation Center Management:	TERESA O. MAMALIO, RSW
Assistant Manager:	PRINCESS C. POON, RSW – SWO III
Administrative/Records Officer:	PEARCHIN T. MAMASIG, RSW
Evacuation Leader:	JONATHAN R. HERMOGINO
Property Custodian:	CRISMAN O. OLIVAS

### SECTION 4. DUTIES AND RESPONSIBILITIES. The ECMTs shall have the following functions:

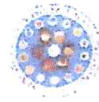
- Organize the evacuees. Identify their leader to ensure harmonious coordination and collaboration between camp management and evacuees.
- Ensure that the required assistance, services, and protection of the evacuees are provided on a timely manner and are based on the standards.
- Coordinate and monitor delivery of services and conduct of activities of different agencies and organizations.
- Establish participate and transparent governance and management system, including the crafting of essential house rule.
- Ensure the inclusion of the evacuees, especially women and persons with disability and person with special needs in the management activities and decision-making processes.
- Register the evacuees and roll-out the information management system provided for in this guideline.





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- g) In coordination with the CCCM Committee, mediate and encourage dialogue among evacuees and the hos community towards peaceful coexistence.
- h) Coordinate with the law enforcement agencies and the Barangay Tanod in the maintenance of peace and order inside the centers, safety, preservation and security of school properties and facilities during the period of occupation by evacuees.
- i) Coordinate with the building/property owner of the evacuation center and ensure their inclusion in the decision-making process concerning use, care, and maintenance of facilities.

**SECTION 5. MEETINGS AND QUORUM.** The meetings of the Committee shall be held once every three months on dates and place to be determined by the body. The Chairperson of the local council my call for a special meeting as deemed necessary. The local council shall promulgate their respective internal rules for their meetings. The MSWDO shall serve as the Secretariat.

**SECTION 6. REPEALING CLAUSE.** All orders, rules, regulations, and other related issuances inconsistent with or contrary to this Order are hereby repealed, amended, or modified accordingly. All other provisions of existing issuances which are not affected by this Order shall remain valid and in effect.

**SECTION 7. SEPARABILITY CLAUSE.** In the event any provision in this Order shall be declared invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected or impaired thereby.

**SECTION 8. EFFECTIVITY.** This Order shall take effect immediately.

Let copies hereof be furnished to all concerned for information, reference, and guidance.

**DONE** this 21<sup>st</sup> day of September 2022 in the Municipality of Asingan, Pangasinan.

Engr. CARLOS R. LOPEZ, JR.  
Municipal Mayor