



Republic of the Philippines  
City Government of Muntinlupa  
CITY OF MUNTINLUPA  
Office of the City Mayor



**EXECUTIVE ORDER No. 05**  
Series of 2017

**PROVIDING FOR THE CREATION OF THE CRISIS MANAGEMENT COMMITTEE (CMC)  
OF THE CITY OF MUNTINLUPA, ITS COMPOSITION AND FUNCTIONS**

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**WHEREAS**, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that local government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development of appropriate and self-reliant scientific and technological capabilities, improve public morals, enhance economic prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants;

**WHEREAS**, Executive Order No. 320, Series of 1988, entitled "AMENDING EXECUTIVE ORDER NO. 309, 2, 1987, ENTITLED "REORGANIZING THE PEACE AND ORDER COUNCIL", AS AMMENDED BY EXECUTIVE ORDER NO. 317, 5, 1985", a Special Action Committee shall be organized within the National Peace and Order Council (NPOC), composed of the Secretary of Local Government, Secretary of National Defense, Secretary of Social Welfare and Development, Secretary of Justice and the AFP Chief of Staff, to take the decisive action in emergency situations;

**WHEREAS**, Section 1-5 of the National Crisis Management Core Manual, CY 2012, Crisis Management Committees (CMC) are to be created within the Regional, Provincial, City or Municipal Peace and Order Councils from the prescribed National-level Crisis Management Committees to form the part of the local CMC when the need arises;

**WHEREAS**, there is a need to create a governing body that takes decisive actions to resolve crisis or emergency; and primarily concerned with the formulation of crisis management policies, integration and orchestration of government and public efforts towards the control of crisis or incidents;

**WHEREAS**, with the foregoing, the Department of the Interior and Local Government issued a MEMORANDUM, and dated April 8, 2018, requiring the creation of a local Crisis Management Committee;

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**NOW, THEREFORE, I, ATTY. JAIME R. FRESNEDI**, City Mayor of Muntinlupa, by virtue of the powers vested in me by law, do hereby order and decree that:

**Section 1. Creation and Composition.**

The Crisis Management Committee (CMC) of the City of Muntinlupa is hereby created. It shall be composed of the following:

- a. Chairperson : City Mayor;
- b. Vice Chairperson : City Administrator;

Members

- c. Point Person for Medical Services : Head, City Health Office;
- d. Point Person for Legal Services : Head, City Legal Office;
- e. Point Person for Logistics : Head, General Services Office;
- f. Point Person for Community Relations : Head, Community Affairs Development Office;
- g. Point Person for Public Safety and Security : Heads of Public Order and Safety Office and Muntinlupa Traffic Management Bureau, and Chief of Police, PNP Muntinlupa, Fire Marshall, BFP Muntinlupa;
- h. Point Person for Social Services : Head, Social Services Department.

**Section 2. Functions of the CMC Chairperson.**

The CMC Chairperson shall perform the following functions, namely:

1. Designate a specific office to undertake or monitor crisis management efforts (i.e. the Disaster Risk Reduction and Management Office);
2. Perform responsibilities under five (5) components such as Predict, Prevent, Perform and Post-Action and Assessment.

**Section 3. Functions of the CMC Vice Chairperson.**

The CMC Vice Chairperson shall perform the following functions, namely:

1. Assist the Chairperson in the performance of the given functions;

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2. Assume the Chairmanship in the event of incapacity, unavailability or any temporary impediment of the Chairperson.

**Section 3. Functions of the CMC Members.**

The members of the CMC shall perform the following functions, namely:

1. Establish procedures for timely direction and guidelines;
2. Coordinate and implement responses to any crisis in an integrated manner;
3. Ensure that the perspective of the government agencies and other stakeholders are integrated into the overall government response;
4. Provide and mobilize available resources through an established inter-agency resource sharing protocol;
5. Coordinate inter-agency crisis management efforts;
6. Ensure that operational demands during crisis are met and all actions are coordinated and complementary; and
7. Establish accessible communication lines so that reliable and timely information are received and disseminated to appropriate offices or persons responsible.

**Section 4. Working Synergy with the Incident Command System**

1. The City Government of Muntinlupa shall organize the Incident Command System (ICS), which is the structure designated to improve emergency response operations of all types and complexities. It will also designate its Incident Commander (IC), which is the final decision-making authority on the ground in accordance to the nature of the crisis. It shall report directly to the CMC Chairperson for guidance and instructions;
2. The CMC Chairperson has the prerogative to create several Incident Command Systems with different ICs to address specific types of crisis simultaneously;
3. The CMC shall not disrupt the operations of the ICs, but instead perform the following:
  - a. Provide requirements of the ICS;
  - b. Coordinate and facilitate support from the higher authorities; and
  - c. Supervise the execution of the plan of action by members of the ICS once it has been established and operationalized.
4. The CMC shall only intervene in operation if:

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- a. the actions undertaken by the ICS are not in accordance with those approved by the CMC; or
  - b. the CMC, during assessment, finds that capabilities of committed forces or units are inappropriate or ineffective.
5. The CMC shall be the overall responsible and accountable unit, whatever the outcome of the conduct of the operations.

**Section 5. Meetings**

The CMC will meet at least once every month. However, the Chairperson may call for special meetings as may be necessary.

**Section 6. Secretariat**

The Secretariat of the Peace and Order Council of the City of Muntinlupa (POCCM), as provided under Section 4 of Executive Order No. 23, Series of 2016, shall perform the same duties for the CMC.

**Section 7. Separability Clause.**

Any provision herein found legally infirm or incompatible with any law, regulation, directive or order shall be deemed inoperative, while the remaining untouched provisions shall remain in full force and effect.

**Section 8. Effectivity Clause.**

This Executive Order shall take effect immediately, until revoked, rescinded, amended or superseded accordingly.

**DONE AND EXECUTED** on this 17<sup>th</sup> day of March 2017 in the City of Muntinlupa.

**ATTY. JAIME R. FRESNEDI**  
City Mayor *at*

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