



Sangguniang Panglungsod

ORDINANCE NO. 06-089

AN ORDINANCE TO BE KNOWN AS "DISASTER MANAGEMENT ORDINANCE OF THE CITY OF MUNTINLUPA".

Sponsored by: Hon. Mario E. Bulay, Jr.
Hon. Ma. Luisa Babaran-Echavez, M.D.
Hon. Francis Ian T. Bagatsing
Hon. Allan Rey A. Camilon
Hon. Engr. Mamerto T. Sevilla, Jr.
Hon. Atty. Raul R. Corro
Hon. Rene Carl S. Cayetano
Hon. Melchor R. Teves
Hon. Allen F. Ampaya
Hon. Atty. Icasiano M. dela Rea
Hon. Elmer S. Espeleta
Hon. Marissa Cole-Rongavilla
Hon. Lucio B. Constantino
Hon. Joselito V. Arevalo
Hon. Artemio a. Simundac
Hon. Christian Glenn D. Lorica

WHEREAS, Presidential Decree No. 1566 which was promulgated on June 11, 1978, calls for the "**Strengthening of the Philippine Disaster Control Capability and Establishing the National Program on Community Disaster Preparedness**";

WHEREAS, Section 458, (a) (1) (iv) of Republic Act 7160, otherwise known as the *Local Government Code of 1991* empowers the Sangguniang Palungsod to adopt measures to protect the inhabitants of the city from the harmful effects of man-made or natural disasters and calamities, and to provide relief services and assistance to the victims during and in the aftermath of said disasters or calamities and their return to productive livelihood following said events;

WHEREAS, Disaster is the actual or threatened existence of condition of extreme peril to the safety of persons and property caused by natural or man-made events such as attacks, terrorism, chemical or oil spills or other environmental contamination, fires, floods, storms and other hazards such as earthquakes. Disaster may include any occurrence, which by reason of its magnitude is to be beyond the control of the normal services, personnel, equipment and facilities of the departments of the city government;

WHEREAS, there is an urgent need to direct, control, and coordinate the entire manpower, material, monetary and spiritual resources of the entire City of Muntinlupa in meeting major disasters that come its way;

WHEREAS, there is a need for a revitalized system to enhance the survival capability and economic stability of our city against all types of disasters whether natural or man-made;



Sangguniang Panglungsod

Page 2

Ordinance No. 06-089

WHEREAS, there is a cogent requirement for pre-disaster planning, community disaster preparedness and positive, precise disaster control action for rescue evacuation, relief and rehabilitation to ensure the survival of the inhabitants of the city;

NOW, THEREFORE, BE IT ORDAINED by the Sangguniang Panglungsod of Muntinlupa in session duly assembled that:

Section 1. Title and Purpose. This Ordinance shall be known as the **"Disaster Management Ordinance of the City of Muntinlupa"**. An ordinance to authorize a program for pre-disaster mitigation; to provide for the direction and coordination of disaster preparation, response, and recovery; to streamline the administration of disaster relief; to appropriate and/or control the city costs of disaster assistance; through resolution or ordinance, to give emergency power to the Chief Executive for evacuation/relocation of victims of man-made or natural disasters and calamities in areas declared by the City Council as in a state of calamity and to remove structures located in the danger zones and for other purposes.

Section 2. City Policies on Disaster Management. The policy of the city in disaster management is to take all action possible in order to prevent disaster, to reduce the vulnerability of the city residents to any disaster that may strike, establish capabilities for protecting citizen from adverse effects of disaster, to respond effectively to actual occurrence of disaster and other risks, and to provide for recovery in the aftermath of any emergency involving extensive damage or other debilitating influence on the normal pattern of life in the community.

Section 3. City Disaster/Emergency Management Agency. It is hereby created the **City Disaster/Emergency Management Agency**. This Agency shall constitute the forces and resources necessary to meet the conditions of a disaster and shall be composed of city personnel, services, and the resources controlled by or otherwise available to the Mayor.

The primary city office for disaster management is the **City Disaster/Emergency Management Agency** and will be headed by a **City Disaster Coordinating Officer**.

The City Disaster/Emergency Management Agency is a local agency for coordinating and implementing disaster plans and programs of the city during pre-disaster, disaster, and post-disaster conditions, operating under the supervision of the City Mayor with the assistance of the City Disaster Coordinating Officer.

The City Disaster/Emergency Management Agency, shall have the responsibility for: integrated emergency management planning, coordination and implementation of emergency management and response, resource management and training, as well as communication and warning systems.



Sangguniang Panglungsod

Page 3

Ordinance No. 06-089

Section 4. Disaster Management Plans and Programs. The disaster plan of the city shall provide a blue print for the city's prevention, preparedness and response arrangements in the event of a disaster. The focus of the plan is to minimize the destructive effects of disasters within the city.

The disaster plan shall be developed by the **City Disaster Coordinating Council, with the City Disaster/Emergency Management Agency as lead agency.** The City Mayor and with the assistance and coordination of the City Disaster Management Coordinating Officer and City Disaster Coordinating Council, shall be responsible in integrating the disaster plan.

In implementing this specific section of this ordinance, the City Mayor and the City Disaster Coordinating Council shall update any existing disaster management or risk mitigation plan of the city, outline the current disaster management system that is in place including any proposed enhanced system in the future and define the responsibilities of individual employees and organizations at each level of the system which consists of the Regional and Local Disaster Coordinating Councils.

The updated city disaster plan should provide for the coordination of disaster related planning, preparedness, response and recovery by relevant city departments and agencies and specify the disaster management roles and responsibilities of city and other government agencies including non-government organizations and the private sector.

Section 5. Duties and Powers of the Mayor in Disaster Management. The Mayor or local Chief Executive is the Chairman of the **City Disaster Coordinating Council.**

The Mayor holds primary responsibility for directing and controlling all disaster related planning, preparedness, response and recovery by relevant city departments and agencies. The Mayor is also responsible for ensuring that proper coordination is carried out with the MMDCC, other cities, other levels of government, and non-governmental organizations. The Mayor shall also keep the City Council fully advised as to the status of disaster plans and operations.

In the event of sickness, absence from the city, or disability rendering the Mayor unable to act as Chairman of the **City Disaster Coordinating Council**, for purposes of this ordinance the powers of the Mayor provided herein shall be exercised by the Vice Mayor.

Section 6. Duties and Powers of the City Disaster Coordinating Officer. The primary responsibility of the City Disaster Coordinating Officer is to coordinate city emergency management activities, both internally with the city officials, agencies, barangay leaders etc., and externally with those of the Metro Manila Disaster Coordinating Council and adjacent jurisdictions.



Sangguniang Panglungsod

Page 4

Ordinance No. 06-089

Section 7. Functions and Powers of the City Disaster Coordinating Council. It shall be the function of the City Disaster Coordinating Council to develop and recommend for adoption by the Mayor and City Council emergency and mutual aid plans and agreements and such resolutions and procedures as are necessary to implement such plans and agreements.

The Disaster Coordinating Council shall be composed of such members as specified in Presidential Decree 1566 including those designated by the Mayor and the City Council in the exercise of such powers under the Local Government Code.

The Disaster Coordinating Council shall meet upon call of the Mayor and no less than 3 times annually.

Section 8. Duties and Powers of Departments and other Offices. Each city department is responsible for developing and maintaining its own operational plans and emergency management procedures. Specific responsibilities are to be outlined in each department's individual key actions, checklists which are to be developed in each city department under the guidance and supervision of the City Disaster Coordinating Officer.

Responsibilities of city offices and other organizations that are not defined in any sections of this ordinance shall be defined in an Executive Order and will be included in the overall city disaster management plan.

Additionally, each city department, officer and employee shall render all possible assistance in carrying out the provisions of this ordinance.

Section 9. Responsibilities of City Departments. The City Mayor shall provide the overall leadership necessary in the overall planning for disaster mitigation. City Departments shall likewise assume specific responsibilities for disaster mitigation, which are closely related to their official mandates.

- a) **City Police Force (Chief of Police)** shall be the Assistant Chairman of the City Disaster Coordinating Council, and the police force shall provide security and civil control to any emergency situation and enforce all appropriate laws under their mandate.
- b) **City Engineering Office** shall inventory the road network in the city and maintain city roads and streets properly. It will also identify alternate roads necessary to transport materials and supplies into the city in case regular routes are impassable.
- c) **City Fire Department** shall make ready at all time fire apparatus, equipment, and personal to be able to respond quickly and effectively during an emergency.



Sangguniang Panglungsod

Page 5

Ordinance No. 06-089

- d) **City Social Welfare Office** shall develop an action plan on how to provide relief effectively to victims of disasters and monitor situations in disaster areas.
- e) **City Health Department** shall be responsible for the planning as well as delivering of emergency health services including triage and handling of mass casualty situations.
- f) **City Public Information Office and the City Education Department** shall be responsible for providing public education at the community level on how to prevent major damages and casualties in the event of an emergency.
- g) **City Treasury Department** shall inventory and monitor its finances and other resources so that what the city has planned for disaster mitigation is possible.
- g) The Disaster Management functions of the other city departments not mentioned herein shall be defined by the City Mayor in an Executive Order as provided for in Section 9.

TASKS OF MCDCC Member Departments/Offices

- a. **City Mayor**
- Acts as **Chairman** and convene the council as often as necessary and call on all city member department/offices and other government and private sector for assistance, when need arises;
 - Initiate the establishment of a physical facility to be known as **Disaster Operation Center (DOC)**.
- b. **City Vice Mayor**
- Acts as **Co-Chairman** in the absence of the City Mayor;
 - Formulates policies related to disaster management and preparedness.
- c. **Chief PNP**
- Acts as **Assistant Chairman**, for operations of MCDCC and assist the Action Officer in the direction and control of disaster operations.
 - In-charge of Police Operations.
- d. **City Administrator**
- Acts as the **Executive Officer** of the MCDCC and responsible of providing secretariat services to the council;



Sangguniang Panglungsod

Page 6

Ordinance No. 06-089

- Initiates implementation of the disaster management programs of the city down to barangays.
- e. **Deputized Disaster Coordinator**
 - As designated **Disaster Action Officer** of MCDCC, He shall be the Head of the Disaster Operations Center, directly reporting to the Chairman;
 - Designated Local Civil Defense Deputized Coordinator of OCD-NCR
- f. **Director, DILG**
 - Assists the Disaster Action Officer in all Administrative and logistical matters during the emergency operation;
 - Formulates administrative policies related to disaster management and maintains an inventory of existing logistics in the LGU.
- g. **City Planning Officer**
 - Initiates implementation of Disaster Planning.
- h. **City Zoning Officer**
 - Initiates implementation of Land, Use and Zoning
- i. **City Treasurer**
 - Facilitates the release of calamity fund required by the MCDCC for disaster preparedness / operations upon request by the Chairman and approved by the City Council.
- j. **City Budget Officer**
 - Facilitates the budget of calamity fund required for disaster preparedness / operations upon approval of the City Council.
- k. **City Procurement Officer**
 - In-charge of procuring the needs for disaster operation.
- l. **City Health Officer**
 - Organizes reactions teams in the city hospitals, clinics, health centers, sanitarium and other health institutions and provide health services during emergencies as necessary.
- m. **Chief Fire Marshall**
 - Initiates to conduct of drills and exercises in coordination with OCD-NCR, MCDCC and LGU's in all high rise buildings, public and private establishment in Muntinlupa City;
 - In-charge of fire operation;



Sangguniang Panglungsod

Page 7

Ordinance No. 06-089

- Assists City Rescue in the conduct of search and rescue operations as the need arises;
 - Initiates the organization and training of Fire Brigades in the Barangay and community in coordination with MCDCC
- n. **City Engineer**
- In-charge of restoring the damaged public structures such as roads, bridges, waterworks and other vertical and horizontal structures;
 - Provides heavy and light equipment for relief, rescue and recovery operations.
- o. **City Building Officer**
- Assists the City Engineering Office in restoring the damaged public structures.
 - Assists MCDCC & Fire Dept. personnel to conduct inspection and assessment of existing buildings.
- p. **Chief BPLO**
- In-charge of Transportation facility to be used for emergency operations;
 - Conduct monitoring of possible hoarding of basic food supplies and coordinate with the DTI the enforcement of laws related to price control and stabilization to prevent artificial shortage.
- q. **Chief MTMB**
- In-charge of the traffic situation in any emergency operations;
 - Assist BPLO on acquiring transportation facilities in case of an emergency.
- r. **Head SSD**
- Extend relief assistance and social services to the victims.
 - To gather information of the family affected by any emergency and to be submitted to MCDCC secretariat.
- s. **Head ESC**
- In-charge of restoration and control of affected areas, which tends to cause flooding, landslides, mudflow;
 - Formulate rules and regulations for the control garbage collection, air pollution etc.



Sangguniang Panglungsod

Page 8

Ordinance No. 06-089

- t. **Head Community Affairs Office**
- Organize Community Relationship and trained CBDM in coordination with MCDCC.
- u. **Chief LMO**
- In-charge of restoration and cleaning of rivers in Muntinlupa City
 - Monitor the water level of the Laguna de Bay and give information to DOC.
- v. **Head DAPCO**
- Assist MCDCC in training public and private school personnel in disaster preparedness.
- w. **Head Engineering/Maintenance**
- Assist ESC in restoration of damage area of emergency
- x. **Head Public Information Office**
- Provides information to the public by dissemination of disaster mitigating measures and regular updates on the situation;
- y. **Head P.O.S.O.**
- In-charge of security and safety of the public in case of an emergency.
- z. **Head City Rescue**
- In-charge of the search and rescue operations;
 - Initiates the conduct of First Aid, BLS to all public and private schools in coordination with MCDCC.
- aa. **Head D.A./J.R.F.**
- Undertakes ocular survey of disaster stricken areas to determine the extent of damage to agriculture, livestock and fisheries and shall render technical assistance to victims whose crops or livestock have been destroyed.
- A1. Superintendent Dep-ED**
- Provides assistance in the public education campaign regarding disaster preparedness, prevention and mitigation in all level of schools in coordination with MCDCC
 - Ensures availability of school buildings for evacuation purposes;



Sangguniang Panglungsod

Page 9

Ordinance No. 06-089

- Organizes and conducts training for Disaster Control Groups and Reaction Teams in all schools and other institutions of learning in coordination with MCDCC

A2. Barangay Chairmen

- Extent assistance to MCDCC in case of an emergency;
- Organize and trained BDCC personnel.

Section 10. Disaster Management Training Programs and Policies. It shall be the policy of the city to formulate an annual disaster management-training program for all city personnel. It shall further be the policy of the city to implement regularly the disaster management-training plans with the aim of upgrading the response capabilities of the city in the event of a disaster.

Section 11. Disaster Alert Program. It is imperative that the public be kept informed of potential disasters about to occur and of the developments during an emergency or disaster. In the event of an emergency/disaster, the Mayor or the City Disaster Coordinating Officer will request the assistance of the Police Department and/or other agencies as appropriate in the establishment of a command center. The command center should develop a sustained disaster alert mechanism for the people to monitor and as basis for their response to an emergency. Factual information, i.e. casualties, damages, and incident locations maybe given to the public provided that the information before it is released is appropriately cleared and reviewed by the competent authority in order to avoid conflicts and inaccuracies.

Section 12. Declaration and Termination of Local Disaster [or Emergency]. The Mayor is hereby empowered to declare the existence of a local disaster [or emergency] in the event of circumstances outlined in Section 2. The declaration shall be in writing and shall take effect immediately. The declaration shall be transmitted immediately to the MMDCC, the City Council, the public and the others as appropriate through the most appropriate means.

Section 13. Disaster Evacuation Plan. The Mayor may direct and compel the evacuation of all or part of the city population through prescribed routes and modes of transportation to appropriate evacuation destinations and control ingress and egress to a disaster area. The movement of persons within the area and the occupancy of the premises therein shall be strictly monitored. Details of the evacuation procedures may be set forth either in the manual for disaster management to be formulated under section 16 of this ordinance or a specific evacuation plan as may be prepared by the Disaster Coordinating Officer.

Section 14. Disaster Recovery Plan. In support of Section 13 of this ordinance, the city in formulating its overall disaster management plan shall highlight as a major component of the overall disaster plan, a recovery plan to rehabilitate damaged properties and social and economic disruption in the aftermath of the occurrence of a disaster. The recovery plan shall define the city offices involved with their responsibilities predetermined.



Sangguniang Panglungsod

Page 10

Ordinance No. 06-089

Section 15. Disaster Management Reporting System. It shall be the joint responsibility of the City Disaster Coordinating Officer and City Disaster Coordinating Council under the supervision of the City Mayor to formulate and implement a disaster management reporting system. The city reporting system on disaster management shall be installed in the city government and all responsibilities of the appropriate city officials properly defined and disseminated for the guidance and information of all concerned.

Section 16. Public Education and Community Awareness. To protect lives and properties, it is essential to alert the community to local hazards and provide information on preparedness and risk reduction strategies. The City Government shall:

- a) Conduct public awareness programs advising the community about local characteristics of potential hazards and possible impacts;
- b) Provide public education on how individuals can prepare themselves for disaster events;
- c) Have an information dissemination plan ; and
- d) Allow and encourage public access to the local mitigation and counter disaster response and recovery plans.

Section 17. Disaster Management and Information Technology. To support the provisions of Section 21 and Section 13 of this ordinance, the city government shall adopt modern techniques in managing disasters. The city shall improve its applications of information technology in order to manage effectively disasters and their destructive consequences.

Section 18. Manual on Disaster Management. It is hereby made mandatory that the city government shall formulate and complete a Manual on Disaster Management with in a period of one year immediately after the approval of this ordinance by the City Council.

Section 19. Budget for Disaster Management. Twenty percent (20%) of the mandatory five percent (5%) calamity fund of the shall be allocated for the implementation of programs for disaster management and preparedness.

Section 20. Disaster Management Performance Audit. The city shall endeavor to establish standards of performance in disaster mitigation. The procedure outlining how performance audits may be used in disaster management shall be contained in the Manual for Disaster Management, the formulation of which is mandated under Section 16 of this ordinance.



Sangguniang Panglungsod

Page 11

Ordinance No. 06-089

Section 21. Miscellaneous Provision (Inter-local cooperation).

- a) The city shall immediately contact the MMDCC, the Philippine National Red Cross, and other pertinent agencies during disaster.
- b) The city shall provide a temporary site for the city government whenever a disaster will destroy city government facilities and infrastructure in order to continue city government operations.
- c) The city shall encourage inter-local cooperation among adjacent local governments in the event of the occurrence of a disaster.
- d) The city shall coordinate and work with the Metro Manila Disaster Coordinating Council in the organization of zones where a cluster of cities may be grouped together for better coordination during a disaster like earthquakes.

Section 22. Private Liability. It shall be unlawful for any person who will fully obstruct, hinder or delay any emergency services, enforcement of any rule or regulation issued pursuant to this ordinance, or to perform any act forbidden by any rule or regulation under this ordinance.

It shall likewise be unlawful for any person to wear, carry, or display an emblem, insignia or other means of identification as a member of any city emergency services groups unless authority to do so has been granted by the proper officials of the city. Violations of these provisions are subject to fines, penalties, or imprisonment as may be provided by law.

Section 23. Penalty. Any person who will intentionally or willfully violate any provisions of this ordinance shall be punished with a fine to be determined or at the discretion of the City Council.

Section 24. Mandatory Review. It shall be mandatory for the legislative Council of the city to review this ordinance five years after its approval, in order to evaluate its relevance and propose any appropriate changes.

Section 25. Implementing Guidelines. The Local Chief Executive is hereby authorized to promulgate rules and regulations necessary to effectively enforce the provisions of this Ordinance.

Section 26. Separability Clause. If, for any reason or reasons any part or provision of this ordinance shall be held to be unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force or effect.



Sangguniang Panglungsod

Page 12

Ordinance No. 06-089

Section 27. Effectivity Clause. This Ordinance shall take effect one month after its approval by the Sangguniang Panglungsod unless otherwise provided herein, after its posting in conspicuous places in the city and or after its complete publication on at least one (1) newspaper of general or local circulation.

ENACTED, by the **Fourth (4th) Sangguniang Panglungsod of Muntinlupa** this **6th** day of **April 2006**, on its **74th** Regular Session.

CONCURRED:

ATTY. RAUL R. CORRO
Councilor



ALLAN REY A. CAMILON
Councilor



MA. LUISA BABARAN-ECHAVEZ, M.D.
Councilor




MELCHOR R. TEVES
Councilor



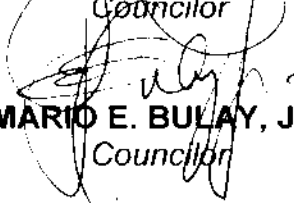
ALLEN F. AMPAYA
Councilor



ATTY. ICASIANO M. DELA REAL
Councilor




JOSELITO V. AREVALO
Councilor



MARIO E. BULAY, JR.
Councilor

RENE CARL S. CAYETANO
Councilor



ELMER S. ESPELETA
Councilor



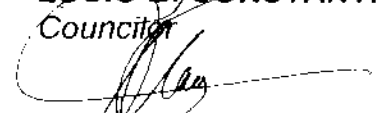
FRANCIS IAN T. BAGATSING
Councilor



MARISSA COLE-RONGAVILLA
Councilor



LUCIO B. CONSTANTINO
Councilor




MAMERTO T. SEVILLA, JR.
Councilor




Sangguniang Panglungsod

Page 13

Ordinance No. 06-089


CHRISTIAN GLENN D. LORICA
Sectoral Representative
President, Federation of
Sangguniang Kabataan


ARTEMIO A. SIMUNDAC
Sectoral Representative
President, Association of
Barangay Captains

ABSENT:


BAL NIEFES
Councilor


KEVIN B. DELGADO
Councilor


I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.


CECILIA C. LAZARTE
Secretary
Sangguniang Panglungsod



ATTESTED:


ALDRIN L. SAN PEDRO
City Vice Mayor/Presiding Officer

APPROVED:


ATTY. JAIME R. FRESNEDI
City Mayor

Date: _____


PBS, JR.