

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF MANGALDAN

Office of the Sangguniang Bayan

EXCERPT FROM THE JOURNAL OF PROCEEDINGS OF THE REGULAR
SESSION OF THE SANGGUNIANG BAYAN OF MANGALDAN,
PANGASINAN HELD AT THE 3RD FLOOR MUNICIPAL BUILDING ON
FEBRUARY 18, 2022.

Vice Mayor **Atty. Pedro A. Surdilla, Jr.** called the session to order at
exactly 4:20 P.M..

ROLL CALL

Present:

- | | |
|--|----------------------------------|
| 1. Hon. Pedro A. Surdilla, Jr. | Vice Mayor/
Presiding Officer |
| 2. Hon. Joseph Emmanuel B. Cera | Councilor - P.O. Pro
Tempore |
| 3. Hon. Maria Teresa M. Abalos | Councilor |
| 4. Hon. Joselito G. Quinto | Councilor |
| 5. Hon. Aldrin O. Soriano | Councilor |
| 6. Hon. Christopher G. Romero | Councilor |
| 7. Hon. Joel C. Meneses | Councilor |
| 8. Hon. Fernando Juan A. Cabrera | Councilor - Floorleader |
| 9. Hon. Juvy O. Frialde | Councilor |
| 10. Hon. Rolly G. Abalos | Councilor - LIGA Pres. |
| 11. Hon. Michael Ervin C. Lomibao | Councilor - SKF Pres. |

Absent:

N o n e

MUNICIPAL ORDINANCE NO. 2022 – 03

AN ORDINANCE ESTABLISHING THE MUNICIPAL
INCIDENT COMMAND SYSTEM (MICS) IN THE
MUNICIPALITY OF MANGALDAN, PANGASINAN.

WHEREAS, the Philippine Disaster Risk Reduction and Management
(PDRRM) Act of 2010 (R.A. No. 10121) declares that it is the State policy to
address the root cause of vulnerability to disaster by strengthening the institutional
capacity for Disaster Risk Reduction and Management (DRRM) and building
resilience of communities to disasters or emergencies;

WHEREAS, the local government unit is mandated to promote the general
welfare of its constituents at all times especially during disasters and calamities;

WHEREAS, the geographical location of Mangaldan is vulnerable to
natural disasters such as typhoons, and floods, as well as human induced disaster
such as but not limited to fire that pose a threat to the lives and properties of the
people;

WHEREAS, it is imperative to address disasters, adopt measures to reduce
the risks and put in place a holistic disaster risk reduction and management scheme

to deal with the natural and man-made adversities, on normal situation and before, during, and after disaster;

NOW, THEREFORE, BE IT ORDAINED by the Sangguniang Bayan of Mangaldan, Pangasinan in session assembled that:

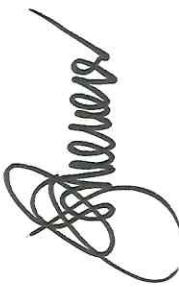
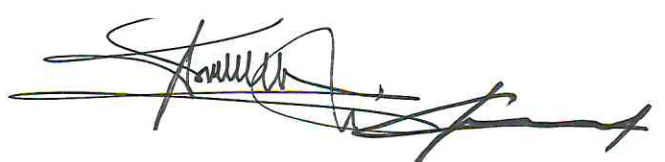
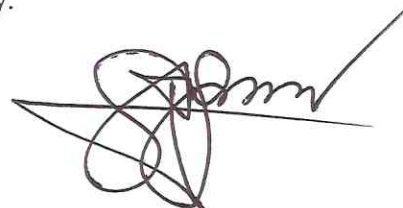
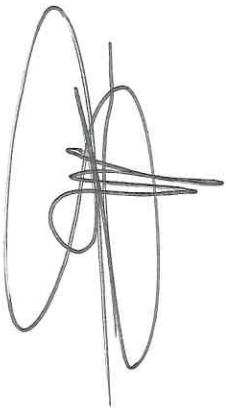
SECTION 1. TITLE. – This Ordinance shall be known as “*An Ordinance Establishing the Municipal Incident Command System (MICS) in the Municipality of Mangaldan, Pangasinan*”.

SECTION 2. INCIDENT COMMAND SYSTEM (ICS). – The Incident Command System is a standardized, on-scene all risk incident management concept. Incident Command System allows its users to adopt an integrated organizational structure to watch the complexities and demands of a single or multiple incidents without being hindered by jurisdictional boundaries.

SECTION 3. OBJECTIVE. – it is widely applicable management system designed to enable effective, efficient, incident management by integrating a combination of facilities, equipment, personnel, procedures and communications operating within a common operational structure.

SECTION 4. DEFINITION OF TERMS.

- a. Emergency – means an occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from any natural or man-made accidental, military, para military, weather-related, or riot-related cause.
- b. Emergency Area – means the geographical area covered by a state emergency.
- c. Emergency Operations – means the organization and approach the city utilizes to protect people and property from disasters caused by the hazards to which the community is vulnerable.
- d. Emergency Operations Center – means facility that coordinate municipal response assets and provides situational awareness.
- e. Emergency Operations Plan – shall mean establishes the policies, plans, guidelines, and procedures that will allow departments with emergency planning, response, recovery, or mitigation responsibilities to function effectively when disaster strikes.
- f. Hazard Risk Management – means the systematic application of policies, practices and resources to the identification, assessment, and control of risk associated with hazards affecting human health and safety and property.
- g. Incident Action Plan – means defines the response tactics to achieve goals and objections of the within overall response strategy.



- h. Incident Command System (ICS) – means a systematic tool used for the command, control, and coordination of emergency response. The ICS is a sub-component of the national incident management system.

SECTION 5. INTERPRETATION. – Words and Phrases not defined in this Ordinance shall be given their plain and customary meaning, unless the context requires otherwise. All words, phrases, and provisions shall be interpreted in a manner that is consistent with the purpose and spirit of this Ordinance.

SECTION 6. PROCESS AND PROTOCOLS. – The incident command process describes and ordered sequence of actions that accomplishes the following:

- a. Activates the system and defines the incident response structure.
- b. Establishes incident goals (where the system wants to be at the end of response; these are referred to as “control objectives” in NIMS) to any single operational period objectives (thus distinguishing them from operational period objectives).
- c. Defines incident operational period objectives (measurable steps that contribute to reaching the goal) and strategies to meet the defined objectives.
- d. Adequately disseminates information, including the following, to achieve coordination, throughout ICS:
 1. Response goals, objectives and strategies;
 2. Situation status reports;
 3. Resource status updates;
 4. Safety issues for responders;
 5. Communication methods for responders;
 6. Assignments with individual assignment objectives and operating parameters.
- e. Evaluates strategies and tactics for effectiveness in achieving objectives and monitors ongoing circumstances.
- f. Revises the objectives, strategies, and tactics as dictated by incident circumstances.

The Local Government Unit of Mangaldan shall adopt the implementing guidelines on the use of Incident Command System (ICS) as on-scene disaster response and management mechanism under the Philippine Disaster Risk Reduction and Management System (PDRRMS), pursuant to NDRRMC Memorandum Circular No. 04-2012. The identified hazard/disaster that accorded certain process or protocol to be followed during and after the incident are the following:

a) Hazard/Disaster: Fire

COMMUNITY	NGO	GOVERNMENT	WHAT TO DO?
<ul style="list-style-type: none">Assistance in extinguishing fire via pails filled with water or water-hoses (Balde-Balde).	<ul style="list-style-type: none">Chinese-Filipino Community fire volunteersContribution of clothes, food and other provisions through the initiative of the NGO's.	<ul style="list-style-type: none">Police security assistance in the affected areaBFP readiness to contain the fireLocal Government Unit (LGU) assistance to affected family for food, clothes, house materials and other provisions.Municipal Health Office medical assistance	<ul style="list-style-type: none">Information dissemination of fire safetyStrict implementation of Building and Fire CodeRegular inspection by Bureau of Fire Protection

b) Hazard/Disaster: Flood

ALERT LEVEL	SITUATIONS/SIGNS (WHAT IS THE SITUATION REQUIRING WHEN PEOPLE SHOULD EVACUATE?)	WARNING SIGNAL (HOW WILL THE FAMILIES AND RESIDENTS KNOW OF THE ALERT LEVEL WARNING)	ACTIONS TO BE DONE BY FAMILIES/ RESIDENTS (WHAT SHOULD THEY DO?)	ACTIONS TO BE DONE BY THE BDRRMC (WHAT SHOULD THEY DO?)	PERSON IN CHARGE (WHO WILL BE IN-CHARGE OF ISSUING THE WARNING SIGNAL?)
1	When the water level reaches yellow <ul style="list-style-type: none">The residents are advised to prepare the E-Balde	Yellow <ul style="list-style-type: none">Monitors updates through radio/TVBarangay Officials are tasked to inform their constituents of the warning	<ul style="list-style-type: none">Prepare for possible exigencies as a result of the emergency	<ul style="list-style-type: none">Reactivate OPCEN in the Barangay 24/7 for continuous monitoringPrepare evacuation centers in anticipation of the possibility of floods	<ul style="list-style-type: none">DOST/PAGASA, PDRRMC, MDRRMC, BDRRMC, Barangay Officials
2	When the water level reaches orange <ul style="list-style-type: none">The residents are advised to prepare for the evacuation	Orange <ul style="list-style-type: none">E-Balde ready good for 3-5 days evacuation	<ul style="list-style-type: none">Secure propertiesPrepare needs, E-Kits etc. for possible evacuationFamilies should be intact	<ul style="list-style-type: none">Provide transportationCoordinate to different agencies (MSWD, MDRRMC, PDRRMC, PNP, MHO)	GSO, MDRRMO
3	When the water level reaches the color red (Force Evacuation)	Red <ul style="list-style-type: none">Continuous info dissemination re: Red Alert	<ul style="list-style-type: none">Proceed to Evacuation Centers	<ul style="list-style-type: none">Conduct forced evacuation of affected residents	Barangay Officials, BDRRMC, MDRRMC, PNP

SECTION 7. INCIDENT COMMAND SYSTEM (ICS)
ORGANIZATIONAL CHART. – It is hereby created as:

Chairperson : Municipal Mayor
Incident Commander : Chief of Police, (PNP Mangaldan)

Deputy Incident Commander : LDRRMO

COMMAND STAFF:

Safety Officer : Bureau of Fire Protection Chief
Liaison Officer : Two (2) designated members of the
Community Affairs Office
Information Officer : Public Information Officer-Designate

GENERAL STAFF:

Operations Section Chief : General Services Officer
Planning Section Chief : MPDC
Logistics Section Chief : GSO/Supply Officer
Engineering Office/Engineer III
Finance/Administration Section: Municipal Budget Officer
Municipal Treasurer
Municipal Accountant

SECTION 8. BASIC FUNCTIONS, ROLES AND RESPONSIBILITIES:

1. **CHAIRPERSON.** – The official responsible for administering policy for an agency or jurisdiction, having full authority for making decisions, and providing directions to the management organization for an incident. The RO is the Chairperson of DRRMC, Local Chief Executive (LCE), or Agency Head or their duly authorized representative.

- a. Typically makes the decision to activate ICS and order an Incident Management Team (IMT);
- b. Delegates authority to the Incident Commander (IC) for on scene incident operations;
- c. Conducts an initial meeting (preferably face to face) with IC and Deputy IC;
- d. Conducts an in briefing for the incoming IMT for the delegation of authority, current situation, incident goals, and performance expectations;
- e. Interacts with IMT during response operations to validate objectives and ensure that the IMT is progressing toward meeting those objectives;
- f. Conducts closeout meeting with IMT and evaluates team performance; and
- g. Ensure resource coordination and support to the IMT from the Emergency Operation Center (EOC).

2. **THE INCIDENT COMMANDER (IC).**

- a. Has clear authority on the incident and knows the agency policy;
- b. Ensure incident safety;
- c. Establish and Incident Command Post (ICP);
- d. Obtains briefing from RO and prior IC and assesses the situation;
- e. Establish immediate priorities;
- f. Determine incident objectives and strategies to be followed;

- g. Establish the level of organization needed and monitor the operations and effectiveness of the organization;
- h. Overseas planning meetings are required;
- i. To approve the IAP;
- j. Coordinates activities of the Command and General Staff;
- k. To approve request for additional resources or for the release of resources;
- l. To approve the use of trainees, volunteers and auxiliary personnel;
- m. To authorize the release of information to the news media;
- n. Orders demobilization of the incident when appropriate;
- o. Ensures incident after action reports are complete;
- p. Keeps DRRMC Chairperson and/or Responsible Official informed of incident status; and
- q. Displays Command Presence.

3. SAFETY OFFICER.

- a. Monitors hazardous/unsafe situations;
- b. Develops safety procedures and safety plan;
- c. Has authority to stop unsafe acts on the incident;
- d. Participate in planning meetings;
- e. Identifies and mitigates hazardous situations;
- f. Assigns line safeties qualified to evaluate hazards on the incident;
- g. Initiates preliminary investigation of accidents within the incident are;
- h. Reviews and approves the medical plan; and
- i. Ensure safety messages and briefings are made.

4. LIAISON OFFICER.

- a. Act as a Point of Contract for agency representatives and other entities;
- b. To maintain a list of assisting and cooperating agencies and agency representatives;
- c. Assists in setting up and coordinating interagency contacts;
- d. Monitors incident operations to identify current or potential inter-organizational problems;
- e. Participates in Planning Meetings, provide current resource status, including limitations and capability of agency resource; and
- f. Provides agency specific demobilization information and requirements.

5. INFORMATION OFFICER.

- a. To determine from the IC any limits of information release;
- b. To prepare press release;
- c. Obtains IC approval of media news releases;
- d. Conducts periodic media briefings;
- e. Arranges for tours and other interviews or briefings that may be required;
- f. Monitors and forwards media information that may be useful to incident planning;

- g. Maintains current information summaries and/or displays on the incident;
- h. Makes information about the incident available to incident personnel; and
- i. Participates in planning, meeting.

6. OPERATIONS SECTION CHIEF.

- a. Direct the execution of the IAP;
- b. Activate and execute the site safety and health plan;
- c. Directs and prepare the unit operation plans;
- d. Request or release resources;
- e. Make expedient changes to the IAPs, as necessary;
- f. Report to the IC/DIC; and
- g. May assign a deputy OSC to assist in supervising operational activities.

7. PLANNING SECTION CHIEF.

- a. Work closely with the OSC and the IC formulating the best possible picture of the current situation;
- b. Work closely with the IC and OSC in determining the incident strategies and tactical objectives;
- c. Staffing, organizing, and supervising the plan section;
- d. Plan for relief and replacement of staff, as appropriate;
- e. Complete necessary ICS forms and for IAP;
- f. Ensure the IAP is constructed, copied, and disseminated to all incident personnel;
- g. Communicate and implement the IAP;
- h. Provide periodic status reports to the IC; and
- i. May assign a deputy PSC to assist in supervising planning activities

8. LOGISTICS SECTION CHIEF.

- a. Work closely with the IC/DIC in anticipating and providing all incident support requirement;
- b. Order all resources through appropriate procurement methods;
- c. Provides and establishes all incident facilities, transportation, supplies, equipment maintenance and fueling, food service, communications and medical services for incident personnel;
- d. Staff, organize and supervise the logistics section;
- e. Plan for relief and replacement staff, as appropriate;
- f. Prepare for and participate in the operational planning process;
- g. Complete necessary ICS forms for the IAP; and
- h. May assign a deputy LSC to assist in supervising logistics activities.

9. FINANCIAL/ADMINISTRATION SECTION CHIEF.

- a. Work closely with the IC/UC in estimating, tracking, and approving all incident expenses;
- b. Monitor And coordinate funding from multiple sources;
- c. Ensure that all local, regional, and national laws are complied with, in regard to spending;

- d. Staff, organize and supervise the finance/administration section;
- e. Plan for relief and replacement staff, as appropriate;
- f. Prepare for and participate in operational planning process;
- g. Complete necessary ICS forms for the IAP;
- h. Provide periodic status reports to the IC; and
- i. May assign a deputy FSC to assist in supervising logistics activities.

SECTION 9. FUNDING. – The funds for the implementation of the activities of the Command Incident System shall be derived from the Office of the Municipal Mayor categorized under Municipal Disaster Risk Reduction Management Office.

SECTION 10. REPEALING CLAUSE. – All Ordinances, Executive Orders and Resolutions inconsistent herewith are hereby repealed and / or modified accordingly.

SECTION 11. SEPARABILITY CLAUSE. – If for any reason any part of this Ordinance shall be held unconstitutional or invalid, other parts hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 12. EFFECTIVITY. – This Ordinance shall take effect immediately fifteen days following its publications.

CERTIFIED CORRECT:


JUAN C. AQUINO
SB Secretary

APPROVED UNANIMOUSLY:
February 18, 2022


ATTY. JOSEPH EMMANUEL B. CERA


DR. JOSELITO G. QUINTO


CHRISTOPHER G. ROMERO


ATTY. FERNANDO JUAN A. CABRERA


ROLLY G. ABALOS


MARIA TERESA M. ABALOS


ALDRIN O. SORIANO


JOEL C. MENESES


JUVY O. FRIALDE



MICHAEL ERVIN C. LOMIBAO



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February 18, 2022

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ATTESTED:


ATTY. PEDRO A. SURDILLA, JR.
Municipal Vice Mayor/
Presiding Officer

APPROVED:


MARY MARILYN DG. LAMBINO
Municipal Mayor