



Republic of the Philippines
Province of Cagayan
Municipality of Santa Ana

OFFICE OF THE MAYOR



EXECUTIVE ORDER No. 49

Series of 2021

AN ORDER ORGANIZING THE EVACUATION CENTER MANAGEMENT COMMITTEE SUPPORT TEAMS (ECMC-ST) WITHIN THE LOCAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL (LDRRMC) OF SANTA ANA, CAGAYAN

WHEREAS, by virtue of Republic Act 7160, also known as the Local Government Code of 1991, the local governments, are mandated to provide immediate basic relief assistance such as food, clothing, psycho-social support, and emergency shelter to families affected by natural or human-induced disasters.

WHEREAS, there is a need to immediately move the disaster affected families to safe evacuation centers are safe areas because of threat of or the actual occurrence of disasters which may cause loss of lives and destruction of properties.

NOW THEREFORE, I NELSON P. ROBINION, Municipal Mayor, by virtue of the power vested in me by law, do hereby organize and appoint the Evacuation Center Management Committee Support Teams (**ECMC-ST**) of Santa Ana, Cagayan.

SECTION 1 COMPOSITION:

1. Wash Team : **Liza C. Antonio**
Rural Sanitary Inspector
2. Health Team : **Dr. Cezar B. Cating**
Gloria Rugrug BHW President
Sec. Raul L. Lambino CEZA
3. Education Team : **Dr. Mribell S. Arellano** Phd
4. Food and Non-Food Items (NFI) Team : **Dawn S. Garcia** MSWDO
SFO4 Marion P. Miranda ret. MDRRMO
5. Logistics Team : **Relito V. Bautista** GSO
Magnrecio D. Pascua Mun. Acct.
Emerlinda R. Rodriguez
Mun. Budget Officer
Josepina D. Baltazar Mun. Treas.
Designate
Sec. Raul L. Lambino Administrator
CEO, CEZA
6. Protection, Safety and Security Team : **P/Capt. Ignacio Dijun N. Dinulong**,
BPATS, BFP, all uniformed personnel, MDRRMO

Other Teams/committees as needed





SECTION 2 FUNCTIONS OF SUPPORT TEAMS:

Water Sanitation and Hygiene (WASH) Team

- Ensure Availability, accessibility, orderly use, proper maintenance and cleaning of common and gender disaggregated WASH facilities such as water taps, latrine facilities, hand washing, bathing facilities and laundry areas;
- Assist in Hygiene Kit and Water Kit Distribution
- Ensure proper solid waste disposal systems.
- Ensure that the bins for biodegradable and non-biodegradable wastes are disposed daily in the proper areas designated for this purpose;
- Assist in the dissemination of WASH IEC materials and in the conduct of hygiene promotion activities.

Medical/Health and Nutrition Team

- Coordinate with evacuation center manager regarding health needs of the IDPs.
- Ensure rapid health assessments are conducted within 3 days of arrival of IDPs
- Ensure access to basic and regular health services, including immunizations and referrals, accessible to the displaced population
- Monitor, report share information and refer health related concerns to health workers/hospitals
- Assess and monitor the nutrition needs of the displaced population and refer when necessary
- Ensure reproductive health services are provided in the evacuation center
- Assess and respond to mental health and psycho-social support needs of the displaced population all throughout the displacement
- Implement a surveillance system for communicable diseases
- Guarantee immediate medical intervention for sexual and gender-based violence cases.



Education Team

- Ensure that Child friendly spaces/Temporary Learning Spaces are established within the evacuation centers, for the children to continue their learning processes.
- Ensure availability of the master list of school children and needs are identified. Coordinate with Education cluster to determine and provide for the needs of the school children

Food and Non-Food Item (NFI) Team

- Received donations and assistance from various agencies and entities to be acknowledged by the evacuation center manager.
- Seek the assistance of volunteers and supervise repacking of donations if needed.
- Assist / supervise food and non-food distribution and preparation of relief distribution sheets for ready use.
- Coordinate with the Reception and Registration committee with regards to the updated number of evacuees for relief distribution purposes.
- Monitor and report food and non-food item needs of the evacuation center population ensuring evacuees with special needs are included.
- Maintain updated distribution lists and ensure that DAFAC are issued and kept updated.
- Inform Non-Food item and food distribution schedule and entitlement to the evacuees.
- Establishment of separate fast track lines for evacuees with special needs.
- Ensure food and non-food items are culture sensitive.
- Ensure safe storage and warehousing of relief goods.

Logistics Team

- Ensure availability of transportation, 24/7, for emergency cases.
- Coordinate with the local officials and other entities to provide the evacuation center with the transportation for evacuees who need immediate assistance/emergencies.



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Protection, Public Safety and Security

- Ensure IDPs are safe from exposure to crime, violence and abuse through effective engagement of PNP (both men and women police) and barangay tanods for additional security.
- Ensure delivery of humanitarian assistance and evacuation center management are not militarized and all evacuees/IDPs are free from recruitment tactics.
- Evacuees/IDPs are consulted and involved in planning for effective safety and security. Ensure IDPs are safe from exposure to crime, violence and abuse through effective engagement of PNP (both men and women police) and barangay tanods for additional security.
- Evacuation and contingency plans are prepared and drills conducted
- Council of elders shall be organized.
- Facilitate the establishment of evacuation center rules and regulation
- Coordinate with Chief of Police, fire marshal, Brgy. Chairman and or Lupong Tagapamayapa relative to evacuation center security measures
- Prepare log of incidents to report to Brgy. Police/Tanods
- Received complaints from IDPs in the evacuation center for immediate intervention and referral services
- Assist in the resolution of minor disputes and violation of evacuation center rules
- Assist in the referral flow or mechanisms of protection related concerns to the relevant authorities.
- Monitor, report and respond to cases of abuse and violations of rights in the evacuation center while observing confidentiality, respect and safety/security at all times.

This Executive Order shall take effect immediately upon its approval.

Done this 15th day of December, 2021.


NELSON P. ROBINION
Municipal Mayor





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