

**VISION**  
A socioeconomically developed town with empowered people who nurture their heritage and sustainably manage their resources through shared and service-oriented governance



Republic of the  
Philippines  
Province of Bohol  
**MUNICIPALITY OF LOON**  
**Office of the Mayor**



**MISSION**  
To create a socioeconomically developed environment through sustainable management of resources and enhancement of people's capabilities for inclusive growth

**EXECUTIVE ORDER NO. 24**  
Series of 2023

**DESIGNATING THE DISASTER RISK REDUCTION  
AND MANAGEMENT IN HEALTH (DRRM-H) PERSONNEL**

WHEREAS, Republic Act No. 10121 or the "Philippine Disaster Risk Reduction and Management Act of 2010" aims to strengthen the Philippine disaster risk reduction and management system, providing for the national disaster risk reduction and management framework and institutionalizing the national disaster risk reduction and management plan;

WHEREAS, Section 17.3.d of the Implementing Rules and Regulations of Republic Act No. 11223 or "An Act Instituting Universal Health Care for All Filipinos, Prescribing Reforms in the Health Care System, and Appropriating Funds Thereof" provides timely, effective, and efficient preparedness and response to public health emergencies and disasters, and such other means to ensure delivery of population-based health services;

WHEREAS, Section 4, Rule VI of the Implementing Rules and Regulations of Republic Act No. 11292 or "The Seal of Good Local Governance Act of 2019", under Criteria 4 Indicator 3, the Disaster Risk Reduction and Management in Health (DRRM-H) System proves to be a crucial element in creating resilient and sustainable communities;

WHEREAS, Department of Interior and Local Government unnumbered Memorandum dated July 19, 2021 (DOH Administrative Orders for the Directives on DRRM-H Institutionalization to all LGUs and Government Hospitals) enjoined to provide support to DOH in the provision of technical assistance to all key stakeholders in the implementation of DRRM-H strategies and to participate in relevant, long-term, solution-driven learning and development interventions and research in DRRM-H;

WHEREAS, Sections 1, 2a, 2b and 2s of Department of Health Central Visayas Center for Health Development Regional Circular No. 55, s. 2021, dated June 1, 2021 in regard to "Reiteration of Regional Circular No. 32 and Additional Guidelines in the Institutionalization of Disaster Risk Reduction Management in Health (DRRM-H) in the Province-wide/City-wide Healthcare System (P/CWHS) in Central Visayas" address the health needs of the affected populations in emergencies and disasters, conflicts, epidemics, and pandemics;

WHEREAS, Department of Health Administrative Order No. 2019-0046 as regards the "National Policy on Disaster Risk Reduction and Management in Health (DRRM-H)" and Administrative Order No. 2020-0036 regarding the "Guidelines on the Institutionalization of Disaster Risk Reduction and Management in Health (DRRM-H) in Province-wide and City-wide Health Systems (P/CWHS)" aim to develop a systematic approach with timely, effective, and efficient preparedness and response to public health emergencies and disasters; thus ensuring delivery of essential population-based health services;

NOW THEREFORE, premises considered and by virtue of the authority vested upon me under the Local Government Code and other existing laws, I, Elvi Peter L. Relampagos, mayor of the Municipality of Loon, Province of Bohol, do hereby declare and order the following:

*Section 1. Designation.* - The DRRM-H personnel in the Local Government Unit of Loon are hereby designated, as follows:

DRRM-H Manager:	Maria Victoria D. Lamparas, MD, DPPS, MPA
Assistant DRRM-H Managers:	Shannen Jaye O. Langcamon, RMT, MD
NDP Focal Persons:	Catherine D. Sabanpan, RN (RHU 1) Ferdinand Mark D. Peñas, RN (RHU 2)
DRRM-H Nurse Coordinator:	Mercel C. Plazos, RN

**Section 2. Roles and Responsibilities.** - The DRRM-H personnel shall have the following roles and responsibilities:

**2a. DRRM-H Manager**

- 2a1. Reports directly to the Local Chief Executive and coordinates with the Regional Health Emergency Management Services (RHEMS) section for DRRM-H concerns and needs;
- 2a2. Takes the lead in the preparation and submission of the DRRM-H Plan for approval by the Local Chief Executive;
- 2a3. Disseminates the DRRM-H Plan to all staff and initiates the regular testing, evaluation, and updating supported by policies such as Executive Orders (EO);
- 2a4. Prepares and facilitates the approval of the annual work and financial plan by the Local Chief Executive/Sangguniang Bayan; integrates DRRM-H strategies and tasks set for each Calendar Year; and ensures the implementation of the plan;
- 2a5. Organizes emergency response teams and collaborates the deployment of appropriate teams, as the need arises, with the approval of the Local Chief Executive;
- 2a6. Maintains an open and readily accessible line of communication at all times especially during events, emergencies, and disasters;
- 2a7. Conducts learning and development needs assessment and ensures the capability development needs on DRRM-H of the LGU and other stakeholders;
- 2a8. Maintains propositions and mobilizes adequate and appropriate stockpiles of drugs, medicines, medical supplies, and other equipment needed for DRRM-H in safe storage areas with the help of a logistics officer;
- 2a9. Conducts public information, education and awareness activities, and risk communication strategies concerning emergencies and disasters;
- 2a10. Establishes network with the members of the health sector especially key Disaster Risk Reduction Management agencies such as the Philippine National Police, Bureau of Fire Protection, and others within the catchment areas and the communities;
- 2a11. Adopts the established reporting system such as Surveillance in Post Extreme Emergencies and Disasters (SPEED), Health Emergency Alert Reporting System (HEARS), and Rapid Health Assessment (RHA), including "Zero Reporting", and coordinates with the Department of Health Emergency Operation Center for all events, emergencies and disasters;
- 2a12. Serves as advocate and catalyst for the implementation of DRRM-H - related Orders, and other relevant issuances of DOH;
- 2a13. Documents all DRRM-H initiatives including the conduct of Post Incident Evaluation (PIE) for events responded;
- 2a14. Participates in the health system recovery and rehabilitation efforts;
- 2a15. Prepares research proposals for the development of policies, standards, and systems on DRRM-H;
- 2a16. Provides a platform for the organization and regular coordination and collaboration of the four (4) DOH-led clusters, to wit:
  - 2a16a. Public Health/Medical;
  - 2a16b. Nutrition in Emergencies (NiE);
  - 2a16c. Water, Sanitation and Hygiene (WASH) in emergencies; and
  - 2a16d. Mental Health and Psychosocial Support Services (MHPSS) based on the NDRRMC Circular and Republic Act 10121.

- 2a17. Prepares annual accomplishment reports and semestral/semi-annual fund utilization reports approved or noted by the Local Chief Executive, and submits them to the Health Emergency Management Services of the DOH Regional Office; and
  - 2a18. Coordinates with other health units, government agencies and non-government organizations for response during emergencies and disasters.
- 2b. Assistant DRRM-H Managers
- 2b1. Assist the DRRM-H Manager in the above-specified roles and responsibilities;
  - 2b2. Represent the DRRM-H Manager in activities where she cannot attend;
  - 2b3. Act as Learning and Development Officers on DRRM-H; and
  - 2b4. Perform tasks and responsibilities that are assigned by DRRM-H Manager as she may deem necessary.
- 2c. NDP Focal Persons
- 2c1. Assist the DRRM-H Manager and Assistant DRRM-H Managers in all the above-specified roles and responsibilities.
  - 2c2. Represent the DRRM-H Manager and Assistant DRRM-H Managers in activities where they cannot attend;
  - 2c3. Assist in the documentation of DRRM-H activities; and
  - 2c4. Play active roles as advocates of DRRM-H institutionalization starting at the purok/barangay level.
- 2d. DRRM-H Nurse Coordinator
- 2d1. Assists the DRRM-H Manager and Assistant DRRM-H Managers in all the above-specified roles and responsibilities;
  - 2d2. Represents the DRRM-H Manager and Assistant DRRM-H Managers in activities where they cannot attend;
  - 2d3. Assists in the documentation of DRRM-H activities; and
  - 2d4. Plays an active role as advocates of DRRM-H institutionalization starting at the purok/barangay level.

*Section 3. Repealing Clause.* - All other issuances or orders, or part or parts thereof, which are inconsistent with the provisions of this Order are hereby repealed or modified accordingly.

*Section 4. Separability Clause.* - If, for any reason, any provisions of this Order are declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue to be in force and effect.

*Section 5. Effectivity.* - This order shall take effect immediately upon signing hereof and remains effective and binding unless revoked, repealed or modified.

Done this 26th day of August 2023 in the Municipality of Loon, Bohol.

  
 ELVI PETER L. RELAMPAGOS  
 Mayor