*Hon. Cielo Krisel Lagman-Luistro*
City Mayor

# EXECUTIVE ORDER NO. 021-A S. 2022

## AN EXECUTIVE ORDER CREATING THE CAMP MANAGEMENT COMMITTEE (CMC) AND CAMP MANAGEMENT TEAM (CMT) OF THE CITY OF TABACO

**WHEREAS**, Republic Act 1012 otherwise known as "An Act Strengthening the Philippine Disaster Risk Reduction and Management System", provides for the national disaster risk reduction and management framework and institutionalizing the national disaster risk reduction and management plan, appropriating funds therefore and other purposes;

**WHEREAS**, Section 2, (k) recognize the local risk patterns across the country and strengthen the capacity of LGUs for disaster risk reduction and management through decentralized powers, responsibilities, and resources at the regional and local levels;

(l) Recognize and strengthen the capacities of LGUs and communities in mitigating and preparing for, responding to, and recovering from the impact of disasters;

(m) Engage the participation of civil society organizations (CSOs), the private sector, and volunteers in the government's disaster risk reduction programs towards complementation of resources and effective delivery of services to the Citizenry;

(n) Develop and strengthen the capacities of vulnerable and marginalized groups to mitigate, prepare for, respond to, and recover from the effects of disasters;

(o) Enhance and implement a program where humanitarian aid workers, communities, health professionals, government aid agencies, donors, and the media are educated and trained on how they can actively support breastfeeding before and during a disaster and/or an emergency; and

(p) Provide maximum care, assistance, and services to individuals and families affected by disaster, implement emergency rehabilitation projects to lessen the impact of a disaster, and facilitate the resumption of normal social and economic activities.;

**WHEREAS**, the implementation of the said laws above is a devolved function under the law, the LGUs, however, continued to rely on guidelines and standards formulated by the national agencies;

**NOW, THEREFORE**, by virtue of the power vested upon me by section 455, b, 2, ii of R.A. 7160, otherwise known as the local government code of 1991. **I, CIELO KRISEL LAGMAN-LUISTRO**, City Mayor of Tabaco City, do hereby create the **Camp Management Committee (CMC) and Camp Management Team (CMT) of the City of Tabaco** as follows:

**SECTION 1. CMC COMPOSITION.** Camp Management Committee (CMC) The CMC shall be organized by the LGU through and within its Local Disaster Risk Reduction and Management Council (LDRRMC) to coordinate the delivery of assistance and services to the IDPs.

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| Chairperson: | Ma. Salome B. Villanueve, CSWDO |
| Members: | Hon. Eddie S. Perol, Liga ng mga Barangay President |
| | Engr. Dindo B. Bongalosa, Acting City Engineer |
| | Dr. Audwin T. Azada, City Health Officer |
| | Dr. Socorro V. Dela Rosa, School Division Superintendent |
| | PLTCOL. Jonathan P. Lladoc, Acting Chief of Police |
| | Katherine P. Custodio, CSO Representative |

**SECTION 2. FUNCTIONS OF THE CMC.** The CMC shall perform the following functions:

a. Develop a Camp Management Plan (CMP) which includes resource mapping and organization of the CMT. The CMC shall identify members of the CMT who completed the CCCM training.

b. Conduct pre-disaster profiling of all families using the DAFAC or other approved profiling system provided by DSWD/LGU and assign a permanent serial number per family indicated in the DAFAC forms. The LGU may use its own template/form provided that all information in the DAFAC will be captured in such a template/form.

c. Activate the Camp Management Teams and hold pre-camp conference/orientation and planning;

d. Deploy Camp Management Teams (CMT) when the camp is opened by the LDRRMC/local chief executive;

e. Coordinate and monitor service delivery needs assessment, and identify gaps in camps;

f. Coordinate the mobilization of local resources or request for augmentation from their respective PDRRMCs, other national government agencies, or external donors as required;

g. Identify and map the agencies and groups providing assistance to the various camps, including the type of assistance being provided (3Ws re: Who, What, and Where);

h. Make available to the CMTs the contact information of agencies/offices involved in the referral system for GBV cases (See Annex 7 - Referral Network in Case Management of Survivors).

i. Develop area-specific protocols to help the Committee implement the objectives of these Guidelines responsive to local context and needs;

j. Ensure that agencies, groups, and organizations providing assistance to the camps are aware of these Guidelines and the standards set forth hereto;

k. Conduct capacity-building activities and refresher courses to designated camp managers/teams and volunteers;

l. Enter into an agreement with the private building, structure, or property owners that will be used as camps. [note: this agreement can include duration, number of families/persons, duties and responsibilities of the LGU and property owner and property rentals];

m. Maintain an adequate supply of the Camp Management Toolkit;

n. Coordinate with and report to the National Camp Coordination and Camp Management (CCCM) Cluster in times of major emergencies in their Area of Responsibility (AOR);

o. Monitor and address needs related to the use of schools as evacuation centers and concerns on the need to continue learning in camps during emergencies;

p. Monitor the establishment and functionality of Child and Women Friendly Spaces;

q. Ensure the activation of the Comprehensive Emergency Program for Children; and

r. Request for the conduct of MHPSS for camp managers.

**SECTION 3. CAMP MANAGEMENT TEAM (CMT).** Part of the CMP is the organization of the CMT which shall be activated and deployed to the camp assigned to them during disasters, and shall be composed of the following:

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| Camp Manager | : | Hugo G. Buen, CDRRMO |
| Assistant Manager | : | Ma. Salome B. Villanueva, CSWDO |
| Members | : | Bonifacio Borlasa, City Civil Registrar<br>Hennie Juana B. Colarina, Acting PSO Head<br>Reynold P. Martirez, CENRO<br>Aileen B. Basco, Acting IT Officer<br>*School Head for schools occupied as EC or Property Owner of non-school camps* |

**SECTION 4. FUNCTIONS OF THE CMT.** The CMT shall perform the following functions:

a. Organize and ensure the participation of IDPs in managing the camp;

b. Register IDPs and ensure regular updating on the status of displaced families and individuals including their movements after displacement. A consolidation of the status shall be displayed in the Information Board. (See Annex 3 - Information Board)

c. Conduct regular monitoring on the functionality of basic camp facilities (e.g., electricity, water, toilets, bathrooms, laundry area, kitchen, etc.)

d. Ensure that the required assistance, services, and protection of the IDPs are provided in a timely manner and are based on the minimum standards;

e. Coordinate, monitor, and report the status of delivery of services and conduct of activities to the CMC;

f. Establish participative and transparent governance and management system, including the IDP-led formulation of house rules;

g. Ensure the inclusion of the IDPs, especially women, children, persons with disability, older persons and persons with special needs, in the management activities and decision-making processes;

h. In coordination with the CMC, mediate and encourage dialogue among IDPs and the host community towards peaceful coexistence;

i. Establish a mechanism/system to address complaints and grievances;

j. Coordinate with the education cluster in ensuring learning continuity in school/s used as evacuation centers;

k. Report to the CMC if there are orphaned, unaccompanied, and separated children inside camps;

l. Coordinate with Barangay Peace and Order Council and law enforcement agencies in the maintenance of peace and order inside the camps; and

m. Coordinate with the building/property owner and ensure their involvement in the decision-making process concerning the use, care, and maintenance of facilities.

**SECTION 5. EFFECTIVITY.** This Executive Order shall take effect immediately.

**ISSUED** this 16th day of Aug., 2022 at Tabaco City, Albay.

**CIELO KRISEL LAGMAN-LUISTRO**
City Mayor