



**EXECUTIVE ORDER NO. PCG- 37  
SERIES OF 2022**

**AN EXECUTIVE ORDER ESTABLISHING THE PASIG CITY DISASTER RISK  
REDUCTION AND MANAGEMENT OFFICE - EMERGENCY OPERATIONS CENTER  
(PCDRMO-EOC)**

**WHEREAS**, Section 16 of the Local Government Code of 1991 states that “Every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare. Within their respective territorial jurisdictions, local government units shall ensure and support, among other things, the preservation and enrichment of culture, promote health and safety, enhance the right of the people to a balanced ecology, encourage and support the development of appropriate and self-reliant scientific and technological capabilities, improve public morals, enhance economic prosperity and social justice, promote full employment among their residents, maintain peace and order, and preserve the comfort and convenience of their inhabitants;”

**WHEREAS**, Section 12 (c) of RA 10121 also known as the Philippine Disaster Risk Reduction and Management Act of 2010, states that “The provincial, city and municipal DRRMOs or BDRRMCs shall perform the following function with impartiality given the emerging challenges brought by disasters of our times: .... (23) Establish a Provincial/ City/ Municipality/ Barangay Disaster Risk Reduction and Management Operations Center;”

**WHEREAS**, Section 13 of RA 10121 states that “The government agencies, CSOs, private sector and LGUs may mobilize individuals or organized volunteers to augment their respective personnel complement and logistical requirements in the delivery of disaster risk reduction programs and activities;”

**WHEREAS**, Pasig City Ordinance No. 02 s 2015, “An Ordinance Creating the Pasig City Disaster Risk Reduction and Management Office, Defining its Function and Prescribing Personnel Complement, Salary Grade, Qualifications, and Appropriating Funds” Section 3 No 24 states “Establish and supervise the City Disaster Risk Reduction and Management Emergency Operations Center (CDRRM EOC);”

**WHEREAS**, National Disaster Risk Reduction and Management Council (NDRRMC) Memorandum Circular (MC) No. 131 s 2018, Provided “Guidelines on the Establishment, Operationalization and Management of Emergency Operations Center (EOC);”

**NOW THEREOF, I, VICTOR MA. REGIS N. SOTTO, Mayor of Pasig City, by Virtue of the powers vested in me by law, do hereby order:**



**Section 1. Creation of the Pasig City Disaster Risk Reduction and Management Office. –** The Pasig City Disaster Risk Reduction and Management Office Emergency Operations Center (PCDRMO – EOC) is hereby created.

**Section 2. Composition. –** The Emergency Center shall be composed of PCDRMO personnel and duty personnel from the following response cluster to facilitate inter-agency communication under normal conditions:

Traffic and Parking Management Office (TPMO);

Bureau of Fire Protection (BFP) – Pasig; and

Philippine National Police (PNP) – Pasig

**Section 3. Functions and Responsibilities. –** The PCDRMO-EOC shall perform the following functions under the guidelines of Pasig City Ordinance No. 02 s 2015, RA 1021 and NDRRMC JMC 2013-1, NDRRMC MC No. 131 s 2018:

1. Operate a multi-hazard early warning system, linked to disaster risk reduction to provide accurate and timely advice to national or local emergency response organizations and to the general public, through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities;
2. Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the Local Government Units (LGUs), Civil Society Organizations (CSOs), private groups and organized volunteers, to utilize their facilities and resources for the protection and preservation of life and properties during emergencies in accordance with existing policies and procedures;
3. Disseminate information and raise public awareness about those hazards, vulnerabilities and risks, their nature, effects, early warning signs and counter-measures;
4. Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes;
5. Development and institutionalization of early warning system (EWS), information sharing among LGUs/ communities and the national government.
6. Shall be provided with appropriate human resources and equipped with physical requirements such as but not limited to, computer systems, communication tools and equipment, monitoring tools and equipment, work areas/ stations, meeting/ conference rooms, rest/ break area, meal area, back-up power source and service vehicle, as needed;





7. Shall be manned twenty-four (24) hours a day, seven (7) days a week;
8. Shall be established in a strategic location that is safe from existing or emerging hazards both natural and human-induced, and is accessible to personnel rendering duty.
9. Back-up/ alternate EOC may be established as needed based on existing Contingency Plans (CP), Public Service Continuity Plan (PSCP) or other relevant plans in order to ensure continuity of operations amidst any disruption.
10. Funding for the establishment, maintenance and operations of EOCs are to be sourced through the Local Disaster Risk Reduction and Management Fund (LDRRMF) and General Fund;
11. Operationalization of EOC

11.1. During normal condition, PCDRRMO - C3 Section, as Pasig City's Operation Center will undertake regular situation monitoring with periodic release of reports, warnings and advisories in accordance with the mandates and authorities of the concerned agency or organization.

11.2. During disaster or emergency situations, the PCDRRMO - C3 Section shall be transformed into an EOC and undertake multi-stakeholder functions appropriate to the agency such as but not limited to, dissemination of warnings and advisories, development and release of situation reports, development of common operating picture for response, facilitation of acquiring, assignment, and tracking of resources to be dispatched and deployed on-scene.

11.3. The PCDRRMO - the Command, Communication and Control (C3) Section shall be activated as the Emergency Operations Center guided by any of the following triggers for activation or upgrading of alert status:

11.3.1. There is a threat of an impending natural or human-induced hazard;

11.3.2. There is an upcoming planned event with anticipated threat;

11.3.3. There is an ongoing incident or emergency situation;

11.3.4. There is a request for support or augmentation that requires a multi-stakeholder coordination; and

11.3.5. As directed by the Responsible Official (RO)

11.4. The PCDRRMO – EOC shall be further manned by members of the Pasig City Disaster Risk Reduction and Management Council (PCDRRMC) members or their representatives during activation



11.5. Triggers for deactivation of the EOC or downgrading of alert status shall include any of the following

11.5.1. The situation has improved and the emergency has been alleviated;

11.5.2. Tactical operations no longer require support from EOC;

11.5.3. The emergency situation or planned event can already be effectively managed by lower level EOC or an operations center under normal condition.

11.5.4. As directed by the Responsible Official (RO)

12. PCDRMO - EOC shall have its specific standard alert level codes and may be adjusted depending on the size, scope complexity of the incident, staffing requirements, and resources support needs.

**Section 4. Dissemination.** – This Executive Order shall be disseminated to all stakeholders for their information and guidance.

**Section 5. Effectivity Clause.** – This Executive Order shall take effect immediately upon its approval

**ISSUED THIS 5<sup>th</sup> DAY OF SEPTEMBER 2022 AT PASIG CITY, PHILIPPINES.**

  
**VICTOR MA. REGIS N. SOTTO**  
City Mayor 

