



Republic of the Philippines
Region IV-A (CALABARZON)
Province of Quezon
MUNICIPALITY OF SARIAYA

OFFICE OF THE MUNICIPAL MAYOR

MO-ATA-MEO-202401204-01

EXECUTIVE ORDER NO. 44-2024

AN EXECUTIVE ORDER REORGANIZING THE EMERGENCY RESPONSE TEAM (ERT) OF SARIAYA, QUEZON, DEFINING ITS FUNCTIONS AND OTHER PURPOSES AND EXECUTE THE FUNCTIONALITY OF THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OPERATION CENTER 24/7 AND ALLOWING THE PROVISION OF NIGHT INCENTIVES OF MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE STAFF AND VOLUNTEERS AND INSURANCE FOR THE MEMBERS OF MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICE STAFF, VOLUNTEERS AND AMBULANCE DRIVERS

WHEREAS, geographical location of Sariaya is vulnerable to natural disasters such as typhoon, floods, landslide, tsunami, storm surge, and earthquake as well as the human-induced disasters that pose a threat to the lives and properties of the people of Sariaya;

WHEREAS, it is highly imperative to address disasters, examine the vulnerable elements in the community, adopt measures to reduce the risks, and put in place a holistic disaster risk reduction and management scheme in the Municipality to deal with the natural and man-made advertise before, during and after and more importantly even during normal situation;

WHEREAS, pursuant to the need, RA 10121 section 13 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, Section 12 c of the same Act states that the provincial, city, and municipal of DRRMOs or BDRRMCs shall perform the following functions with impartiality given the emerging challenges brought by disaster of our times:

- (1) Design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines;
- (2) Facilitate and support risk assessments and contingency planning activities at the local level;
- (3) Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risks, and maintain a local risk map;
- (4) Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the local level;
- (5) 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 the general public, through diverse mass media, particularly radio, landline communications, and technologies for communication within rural communities;
- (6) Formulate and implement a comprehensive and – integrated LDRRMP in accordance with the national, regional, and provincial framework, and policies on disaster risk reduction in close coordination with the local development councils (LDCs);
- (7) Prepare and submit to the local sanggunian through the LDRRMC and the LDC the annual LDRRMO Plan and budget, the proposed programming of the LDRRMF, other dedicated



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disaster risk reduction and management resources, and other regular funding source/s and budgetary support of the LDRRMO/BDRRMC;

(8) Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the LGUs, 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;

(9) Identify, assess, and manage the hazards vulnerabilities, and risks that may occur in their locality;

(10) Disseminate information and raise public awareness about those hazards.

Vulnerabilities and risks, their nature, effects, early warning signs and counter-measures;

(11) Identify and implement cost-effective risk reduction measures/strategies;

(12) Maintain a database of human resources, equipment, directories, and location of critical infrastructures and their capacities such as hospitals and evacuation centers;

(13) Develop, strengthen, and operationalize mechanisms for partnership or networking with the private sector, CSOs, and volunteer groups;

(14) Take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of, or to otherwise make available, suitably-trained and competent personnel for effective civil defense and disaster risk reduction and management in its area;

(15) Organize, train, equip, and supervise the local emergency response teams and the ACDVs, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed;

(16) Respond to and manage the adverse effects of emergencies and carry out recovery activities in the affected area, ensuring that there is an efficient mechanism for immediate delivery of food, shelter, and medical supplies for women and children, endeavor to create a special place where internally-displaced mothers can find help with breastfeeding, feed and care for their babies and give support to each other;

(17) Within its area, promote and raise public awareness of and compliance with this Act and legislative provisions relevant to the purpose of this Act;

(18) serve as the secretariat and executive arm of the LDRRMC;

(19) coordinate other disaster risk reduction and management activities;

(20) Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes;

(21) recommend through the LDRRMC the enactment of local ordinances consistent with the requirements of this Act;

(22) Implement policies, approved plans, and programs of the LDRRMC consistent with the policies and guidelines laid down in this Act;

(23) Establish a Provincial/City/Municipal/Barangay Disaster Risk Reduction and Management Operations Center;

(24) Prepare and submit, through the LDRRMC and the LDC, the report on the utilization of the LDRRMF and other dedicated disaster risk reduction and management resources to the local Commission on Audit (COA), copy furnished to the regional director of the OCD and the Local Government Operations Officer of the DILG; and

(25) Act on other matters that may be authorized by the LDRRMC.

WHEREAS, in relation to the Executive Order 27 s. of 2019 known as Reorganizing the Sariaya Emergency Response Team (ERT) of Sariaya, Quezon Designating its Members, Defining its Functions, and for other purposes, who are composed of trained individuals that shall perform their duties before, during and after a disaster;



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NOW THEREFORE, I, MARCELO P. GAYETA, MAYOR OF THE MUNICIPALITY OF SARIAYA, QUEZON, BY VIRTUE OF THE POWERS VESTED IN ME BY LAW, DO HEREBY ORDER TO HAVE EVENING DUTIES AT THE MDRRM OPERATION CENTER AS PART OF THEIR FUNCTION AS RESPONDERS MAKING THE SAID AGENCY 24/7 OPERATIONAL AND ALLOWING THE PROVISION OF NIGHT INCENTIVES OF MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE STAFF AND VOLUNTEERS AND INSURANCE FOR THE MEMBERS OF MUNICIPAL DISASTER RISK REDUCTION MANAGEMENT OFFICE STAFF, VOLUNTEERS AND AMBULANCE DRIVERS.

SECTION 1. COMPOSITION. The organization and Composition of the Sariaya Emergency Response Team shall be composed of the following.

NAME	DESIGNATION
Sinforoso M. Martinez Jr.	MGDH1-MDRRMO
Shaira M. Landicho	LDRRMO II/ Admin and Training
Rey M. Baliber	LDRRM Staff for Communication Equipment Operator
Lamberto G. De Los Santos	LDRRM Staff for Operation and Warning
Mara Jennica J. Manalo	LDRRM Staff for Research and Planning
John Carlo D. Manalo	LDRRM Staff for Admin and Training
1. Joseph A. Atienza	JO, Designate for Admin and Training, DRRM Staff/ Team Leader
2. Glen M. Dalwampo	MTO Staff/ DRRM Designate
3. Ireneo A. Rivera	JO, DRRM Driver
4. Marianito D. Luna	JO, DRRM Driver
5. Joy Marie B. Carandang	JO, DRRM Staff
6. Nimfa H. Umali	JO, DRRM Staff
7. Jonathan P. Reña	JO, DRRM Driver
8. Justino A. Mendoza	JO, DRRM Driver
9. Eduardo S. David	JO, DRRM Driver
10. Robinson E. Canda II	Driver I
11. Roelyn Q. Loveriz	JO, DRRM Staff
12. Roldan L. Dudas	JO, DRRM Driver
13. Arnel M. Aguila	JO, DRRM Driver
14. Grace D. Yacon	JO, DRRM Staff
15. Jennifer C. Perez	JO, Nurse
16. Gilbert A. Perez	GSO Utility II/Volunteer
17. Trizta Marie D. Magbuhos	JO, DRRM Staff
18. Marites I. Bagting	Municipal Admin Office/ Volunteer
19. Christine C. Palomado	DCW II, MSWDO/ Volunteer
20. Baby Rowielyn R. Pasumbal	JO, DRRM Staff
21. Carl Joshua A. Acuzar	MENRO Staff/ Volunteer
22. Aaron C. Albis	JO, DRRM Staff/ Designate Logistic Officer/Team Leader
23. Felicisimo C. Rasay	MEO Staff/ DRRM Designate
24. Adrian Benzie S. Magboo	JO, DRRM Staff
25. Jon Jon R. Bonete	JO, DRRM Driver
26. Mary Grace R. Anofuevo	JO, DRRM Staff



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27. Randy G. Salazar	JO, DRRM Driver
28. Mylene A. Lerma	JO, DRRM Clerk
29. Gregorio A. Jonas	JO, DRRM Driver
30. Rhezan O. Eclavea	JO, DRRM Driver
31. Daisy A. Dalisay	MSWDO Staff/ Volunteer
32. Maricel M. Montalbo	JO DRRM Staff, Clerk
33. Glenmor A. Zaporteza	JO, DRRM Staff
34. Jerrylyn T. Dela Cuesta	JO, DRRM Staff
35. Catherine B. Rodriguez	JO, DRRM Staff
36. Ferdinan S. Perez	JO, DRRM Staff/ Driver
37. Danilo A. De la Cruz	JO, DRRM Staff
38. Zenaida D. Rosales	JO, DRRM STAFF
39. Pepito A. Ortega Jr	DRIVER I
40. Jinnefer J. Albitos	JO, DRRM Staff, Nurse
41. Edgardo I. Perez	JO, DRRM Driver
42. Gabriel M. Razon	JO, DRRM Staff
43. April Marie Allein A. Resurreccion	JO, DRRM Staff
44. Dober M. De Ramos	JO, DRRM Staff
45. Lino A. Montalbo	JO, DRRM Staff, Driver
46. Donato V. Remojo	MO/ Volunteer
47. John Ramier R. Atienza	MAO/ Volunteer
48. Erwin M. Roxas	JO, DRRM Driver
49. Mary Rose L. Hernandez	JO, DRRM Staff
50. Merrielyn A. Sarmiento	JO, DRRM Staff
51. Ginalyn V. Javin	JO, DRRM Staff
52. Junar D. Bulalacao	JO, DRRM Staff
53. Milagros M. Mendoza	JO, DRRM Staff
54. Jessica B. Albaytar	JO, DRRM Staff
55. Judith C. Perdez	JO, DRRM Staff
56. Aileen I Arellano	JO, DRRM Staff
57. Renzon Deo C. De Villa	JO, DRRM Staff
58. Alan S. Silang	MENRO Staff/ Volunteer
59. Mary Joyce Ann H. Valencia	JO, DRRM Staff
60. Robert A. Alcala	JO, DRRM Staff
61. Armando V. Albitos	JO, DRRM Staff
62. Arvin Jhun H. Mercurio	JO, DRRM Staff
63. Wenceslao V. Parzuelo	JO, DRRM Staff
64. Dijo Kim G. Alan	JO, DRRM Staff
65. Petronilo M. Obnasca Jr.	JO, DRRM Staff
66. John Patrick S. Bascoguin	JO, DRRM Staff
67. Jasmin L. Gollena	JO, DRRM Nurse
68. Peejay B. Atienza	JO, DRRM Staff
69. Francisco V. Albitos	JO, DRRM Staff
70. Dante G. Del Mundo	JO, DRRM Staff
71. Junjun B. Fajarda	JO, DRRM Staff
72. Diego A. Banaag	JO, DRRM Staff
73. Teodoro Rances	JO, DRRM Staff
74. Joseph Escaro	JO, DRRM Staff
75. Kathleen P. Lopez	MDRRMO Volunteer



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SUPPORT STAFF

76. Rustico S. Laurilla	MEO/ Volunteer
77. Marlon M. Medrano	MEO/ Volunteer
78. Alvin M. Rosales	MAS/ Volunteer
79. Sherwin C. Rosales	Volunteer /Bantay Dagat
80. Virgilio V.Mendoza	Volunteer, Ambulance Driver, Manila
81. Romualdo C. Alcala	Volunteer, Ambulance Driver Manila
82. Herminio L. Caringal	Volunteer, Ambulance Driver Manila
83. Mark Victor D. Austria	Volunteer, Driver Agriculture
84. Vicente G. Hernandez	Volunteer, Ambulance Driver Manila
85. Roberto Decembrana	Volunteer, Ambulance Driver Manila
86. Elena B. Sanchez	MSWD/ Volunteer
87. Luisito P. Banaag	Volunteer, Ambulance Driver Manila
88. Arnold P Carandang	Volunteer, Bantay Dagat
89. Romil Q. De Chavez	Volunteer, MOSAR Team
90. Walter A. Desa Luna	Volunteer, MOSAR Team
91. Jonjon E. Ebron	Volunteer, MOSAR Team

SECTION 2. FUNCTIONS AND RESPONSIBILITIES. The Sariaya Emergency Response Team (ERT) shall have the following functions and responsibilities:

- a) Provide the civilian populace with simple, accurate, relevant and timely information about natural or man-made disasters or from any impending emergencies.
- b) Provide/make available transport facilities in the duration of disasters and during emergency operations.
- c) Report on duty to Disaster Operation Center (DOC) as scheduled or at any time there is Typhoon signal or emergency.
- d) Assist in emergency response training for barangays/communities.
- e) Assist in evaluation and relief operations whenever necessary.
- f) Assist in DRRM Information dissemination training and other preparedness and mitigation activities whenever necessary.
- g) Conduct search and rescue operations when necessary.
- h) Assist existing fire station in fire control and prevention.
- i) Assist other response teams/rescue groups in emergency situations
- j) Response teams in vehicular accident
- k) Assist in the regular operation and maintenance of MDRRM Office
- l) Perform other duties/tasks that maybe assigned by Sariaya MDRRMO/PDRRMO.

Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

SECTION 3. LOCATION. The MDRRM Operation Center is Located at the Municipal Building; an alternative site for 24/7 Emergency Operation Center Located at Sariaya Sports Complex Brgy. Poblacion 6; New Municipal Complex, Brgy Sampaloc 2; Near watch Tower, Brgy Castañas, Sariaya, Quezon.

SECTION 4. REPEALING CLAUSE. All Executive Orders and other issuances or parts thereof inconsistent with this ORDER are hereby repealed, modified, or amended accordingly.





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SECTION 5. EFFECTIVITY. This Executive Order shall take effect immediately upon approval and shall remain in force until it is revoked or recalled.

DONE this 4th day of December 2024, Sariaya, Quezon.

MARCELO P. GAYETA
Mayor



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