



Republic of the Philippines
PROVINCE OF PANGASINAN
Office of the Governor
2F Capitol Compound, Lingayen, Pangasinan

Hon. Ramon V. Guico III, DPM
Governor

EXECUTIVE ORDER NO. 0261, SERIES OF 2022

**ESTABLISHING THE INCIDENT COMMAND SYSTEM IN THE
PROVINCE OF PANGASINAN**

WHEREAS, pursuant to the Republic Act 10121 or the Philippine Disaster Risk Reduction and Management Act of 2010, the Provincial Government of Pangasinan through its Provincial Disaster Risk Reduction and Management Office is tasked to develop policies and plans, and with the implementation of actions and measures pertaining to all aspects of Disaster Risk Reduction and Management, which includes good governance, risk assessment and early warning, knowledge building and awareness raising, reducing underlying risk factors, and preparedness for effective response and early recovery;

WHEREAS, the same law also mandates the provisions of emergency services and public assistance before, during and immediately after a disaster in order to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of people affected;

WHEREAS, rule 7 (h) of the Implementing Rules and Regulations of the said law provides for the establishment of an Incident Command System (ICS) as part of the country's on-scene disaster response system to ensure the effective consequence of disaster management and emergencies;

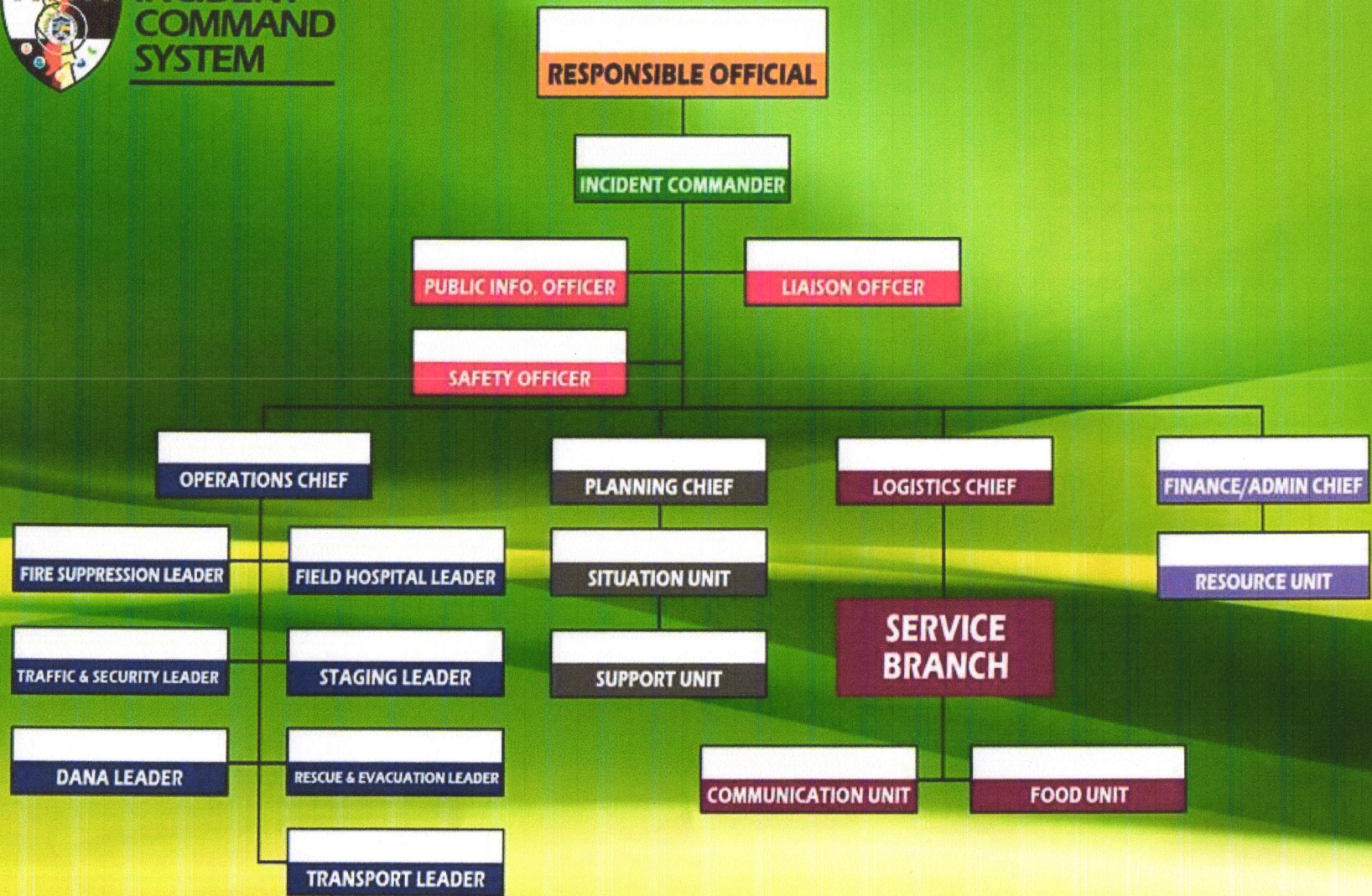
WHEREAS, the law has restructured the roles of key players during disaster giving local government units the capacity to manage disaster as "first responders and manage the adverse effects of emergencies and carry out recovery activities;

WHEREAS, in the implementation of such roles requires the structuring of incident command system that will govern responses and appropriate actions before, during and after disaster responses;

NOW THEREFORE, I, RAMON V. GUICO III, Provincial Governor of Pangasinan and the Provincial Disaster Risk Reduction and Management Council Chairman, by the virtue of the powers vested upon me by law, do hereby order the **Establishment of the Incident Command System** with the following structure;



INCIDENT COMMAND SYSTEM



I. MEMBERS

Responsible Official:	Gov. Ramon V. Guico, III
Incident Commander:	Col. Rhodyn Luchinvar O. Oro
Public Information Officer:	Atty. Ronn Dale B. Castillo
Liaison Officer:	Mr. Melicio F. Patague II
Safety Officer:	Mr. Vincent Chiu
Operations Chief:	PCOL Jeff E. Fanged
Fire Suppression Officer:	CINSP. Ronaldo M. Perez
Traffic and Security Leader:	Col. Carlo C. Resurreccion
DANA Leader:	Florence Berba
Field Hospital Leader:	Dra. Anna Ma. Teresa S. De Guzman
Staging Leader:	Mr. Roy G. Pacunalang
Rescue Evacuation Leader:	Mr. Patrick Gil Aquino
Transport Leader:	Engr. Amadeo B. Veras
Planning Chief:	Engr. Rowena V. Ignacio
Situation Unit:	Ms. Annabel T. Roque
Support Unit:	Ms. Dalisay A. Moya
Logistics Chief:	Atty. Maria Janelle O. Rosario
Communication Unit:	Ms. Avenix S. Arenas
Food Unit:	Ms. Sonia G Yao
Finance/Admin Chief:	Ms. Cristy C. Ubando
Resource Unit:	Ms. Dolores U. Vinuya

Incident Commander - overall in-charge, responsible for all disaster management operations

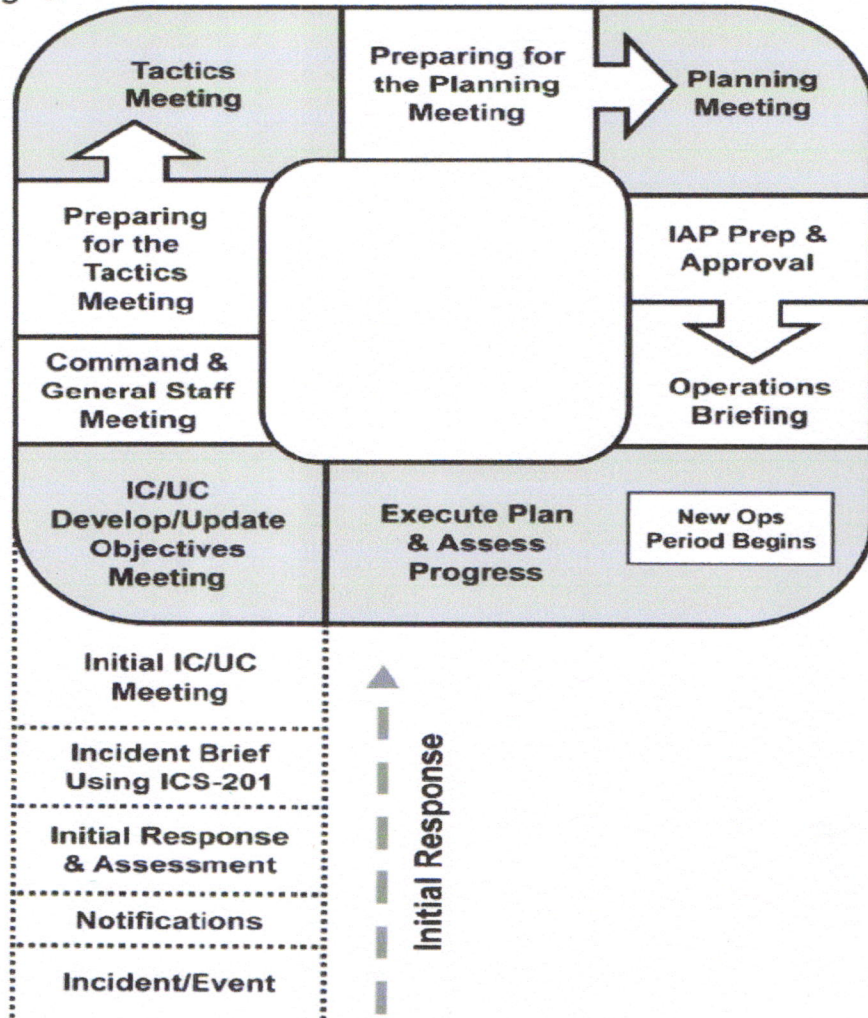
Operations - direct tactical actions

Planning - collects/analyze data and prepare action plan

Logistics - provide support

Finance/Administration - Cost accounting and procurement

The Planning "P"



II. THE OPERATIONAL PLANNING CYCLE

The Incident Command System will follow the standard operational planning cycle (see figure) from incident/event, notification, initial response and assessment to planning meeting to tactics meeting.

III. INCIDENT COMMAND POST

Incident Command Post will be located with the incident base where primary command functions are performed or other incident facilities.

IV. BASIC FUNCTIONS

Incident Commander and Command Staff

- a. The Incident Commander is responsible for overall management response operations.
- b. The Incident Commander is selected by qualifications and experience.
- c. Determines incident objectives and strategies.
- d. Establishes priorities in consultation with the staff.
- e. Establishes Incident Command Post (ICP).
- f. Establish appropriate ICS organization based on the situation
- g. Ensures planning meeting are scheduled as required.
- h. Approves and authorizes the implementation of the Incident Action Plan.
- i. Ensures that adequate safety measures are in place.
- j. Coordinates with key people and officials.
- k. Has overall authority and responsibility for conducting incident operations.
- l. Ensures availability of resources and will serve as link to higher authorities.
- m. Authorizes release of information to the news media.

Information Officer

- a. Central point for information dissemination
- b. Works closely with all the different information officers/media
- c. Ask approval of the Incident Commander before media releases

Liaison Officer

- a. Contact point for representatives of assisting and cooperating agencies (PDRRMC member and partner agencies)
- b. Assisting agency – provides tactical or service resources

Safety Officer

- a. Work with operations on tactics
- b. Anticipate, detect, and correct unsafe situations
- c. Has emergency authority to stop unsafe acts/operations

Operation Section Chief

- a. Directs and coordinates all incident tactical operations
- b. Supervises in the staging areas and monitor various operation teams such as communication and warning, pre-emptive evacuation and transportation, evacuation and relief and search and rescue groups

Planning Section Chief

- a. Maintains resource status
- b. Maintain situation status
- c. Prepares Incident Action Plan
- d. Provides documentation service
- e. Prepares demobilization plan
- f. Provide technical specialists

Logistics Section Chief

Provide services and support to the incident commander Responsible for:

Facilities

- Transportation
- Communications
- Supplies
- Equipment Maintenance and Fuel
- Food Services
- Medical Services

Finance/Administration Section Chief

- a. Monitors incident costs
- b. Maintains financial records
- c. Administer procurements
- d. Perform time recordings

Disaster Risk Reduction and Management Council

Provides the following to the Incident Commander, through Responsible Officials:

- Making policy decisions
- Establishing priorities
- Resolving critical resource issues
- Mobilizing and tracking resources
- Collecting, analyzing and disseminating information

V. OPERATIONS

PRE-DISASTER

1. Communication and Warning

Purpose: To rapidly disseminate information concerning imminent disaster threats to government officials, institutions properties and the population at large in the areas of immediate risk.

Basic Functions:

- a. To relay 24-hour weather bulletin and advisory from PAG-ASA.
- b. To forewarn vulnerable areas for possible impact of a hazard so as to enable protective or preventive actions to be taken by disaster management officials.
- c. To assist in the activation of warning system devices

- d. To furnish information on updates to responsible persons/agencies;
- e. Establish linkage with other agencies
- f. Post and updates information advisory thru social networks, website, twitter, PAG-ASA, resource agencies, etc.

2. Pre-emptive Evacuation and Transportation

Purpose: To provide vehicles for transporting evacuees to the assigned evacuation center and to give information to the MDRRM headquarters any needed assistance of the evacuees.

Basic Functions:

- a. Transport the evacuees to the designated evacuation center
- b. Transport relief goods
- c. Aid in the proper and orderly distribution of supplies and materials
- d. Responsible for providing vehicles to the teams
- e. Responsible for checking if the evacuation areas have the needed basic necessities and report to the barangay what is lacking in the center.

DURING DISASTER

1. Search and Rescue Team

Purpose: To save lives and minimize damage to property

Basic Functions:

- a. To have capable rescue personnel assigned in search and rescue operations.
- b. To minimize further injury to people and damage to property

2. Evacuation and Relief Operation

Purpose:

- a. To assist in the evacuation of affected families to prevent casualties
- b. To provide relief operations while in evacuation centers (food, water, blankets, mats, etc)
- c. To provide relief and appropriate disaster intervention

Basic Functions:

- a. Identify beneficiaries in coordination with barangay secretaries.
- b. Distribution of relief goods
- c. Frontline in the event of disaster and calamities
- d. Lead in the relocation of victims to a safe place
- e. Monitor the evacuation centers
- f. Conduct of stress debriefing of victims (PSWDO)
- g. To coordinate with other teams
- h. Link with civic groups for continuous provision of basic necessities

3. Emergency Medical Services

Purpose: Provide medical services (emergencies) & post emergencies

Basic Functions:

- a. Conduct rapid health assessment to affected areas
- b. Disposal of dead bodies if the need arises
- c. EVS/health education/water supply, garbage disposal etc.
- d. Provision of essential medicines/medical supplies
- e. Update the incident commander on status of the health services especially the victims f. Health advices information
- g. Refer to higher authority (TBGDH) for serious cases of medical treatment
- h. Recommend and suggest medical actions.
- i. Establish protocol of command

4. Fire Suppression/Prevention

Purpose: To minimized effects of the occurrence of disastrous fire

Basic Functions:

- a. Conduct of fire suppression operation during conflagration.
- b. Pre and post assessment of cost of damage.
- c. Prepare reports and submit to PDRRMC Office.

5. Security and Safety

Purpose: Ensure safety and security of the affected families including personal properties and belongings and maintain peace and order situation at the site.

Basic Functions:

- a. Police visibility at the site
- b. Monitor peace and order situation
- c. Coordinate with barangay tanod/barangay officials at the site
- d. Report incident to the commander on post for any unusual peace and order situation
- e. Crowd control during relief distribution

POST DISASTER**1. Damage Assessment/Needs Analysis****Purpose:**

- a. To list down number of casualties (male, female, age)
- b. To account/list down number of affected families/household (rescued/missing family members)
- c. List down injured persons that need immediate attention and medical services
- d. Feedback/reporting to public information
- e. Submit list/record of affected families to evacuation & relief team
- f. Submit list of injured persons to emergency medical services
- g. To analyze immediate needs at evacuation center

Basic Functions:

- a. Manage the listing of affected families rescued and brought to the evacuation center (- List of injured -List of casualties -List of missing persons)
- b. Assess the immediate needs of the affected families in the evacuation center
- c. Manage the listing of damaged to property
- d. Submit to report to headquarters/Mayor e. Update the headquarters every 3 hours

2. Rehabilitation and Recovery Team

Purpose: To rehabilitate/recover/repair damaged properties after the occurrence of the calamity/disaster.

Basic Functions:

- a. Investigation/survey extent of damage
- b. Assessment as to properties, infrastructure and etc (inventory)
- c. Submit report to incident commander
- d. If all request granted implementation will follow

3. Retrieval Operation

Purpose:

- a. To find or retrieve any missing persons or bodies as reported
- b. To find important things or properties as reported missing

Basic Functions:

- a. After the search and rescue operation, retrieval operation will commence.
- b. To find missing bodies and or property
- c. Coordinate with all the teams

VI. PLANNING

Basic Functions:

- a. Maintains resource status
- b. Maintains situation status
- c. Prepares Incident Action Plan
- d. Provide documentation service
- e. Prepares demobilization plan
- f. Provide technical specialist

VII. LOGISTICS

Basic Functions: Provides services and support to the Incident Commander Responsible for:

- Facilities
- Transportation
- Communications
- Supplies

- Equipment maintenance and fuel
- Food services
- Medical services

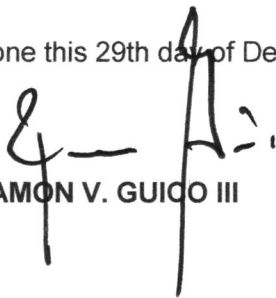
VIII. FINANCE ADMINISTRATION

Basic Functions:

- a. Monitors incident costs
- b. Maintains financial records
- c. Administers procurement contracts
- d. Perform time recording

This Executive Order shall take effect immediately.

Done this 29th day of December, 2022 at Lingayen, Pangasinan.



RAMON V. GUICO III



Republic of the Philippines
PROVINCE OF PANGASINAN
PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE
Lingayen District Hospital Compound, Solis Street, Poblacion, Lingayen, Pangasinan
Tel. No. (075) 542-3347 Hotline : 0918-934-5754 / 0917-1505754
Email: pangasinan.pdrrmo@gmail.com
pdcc_pangasinan07@yahoo.com



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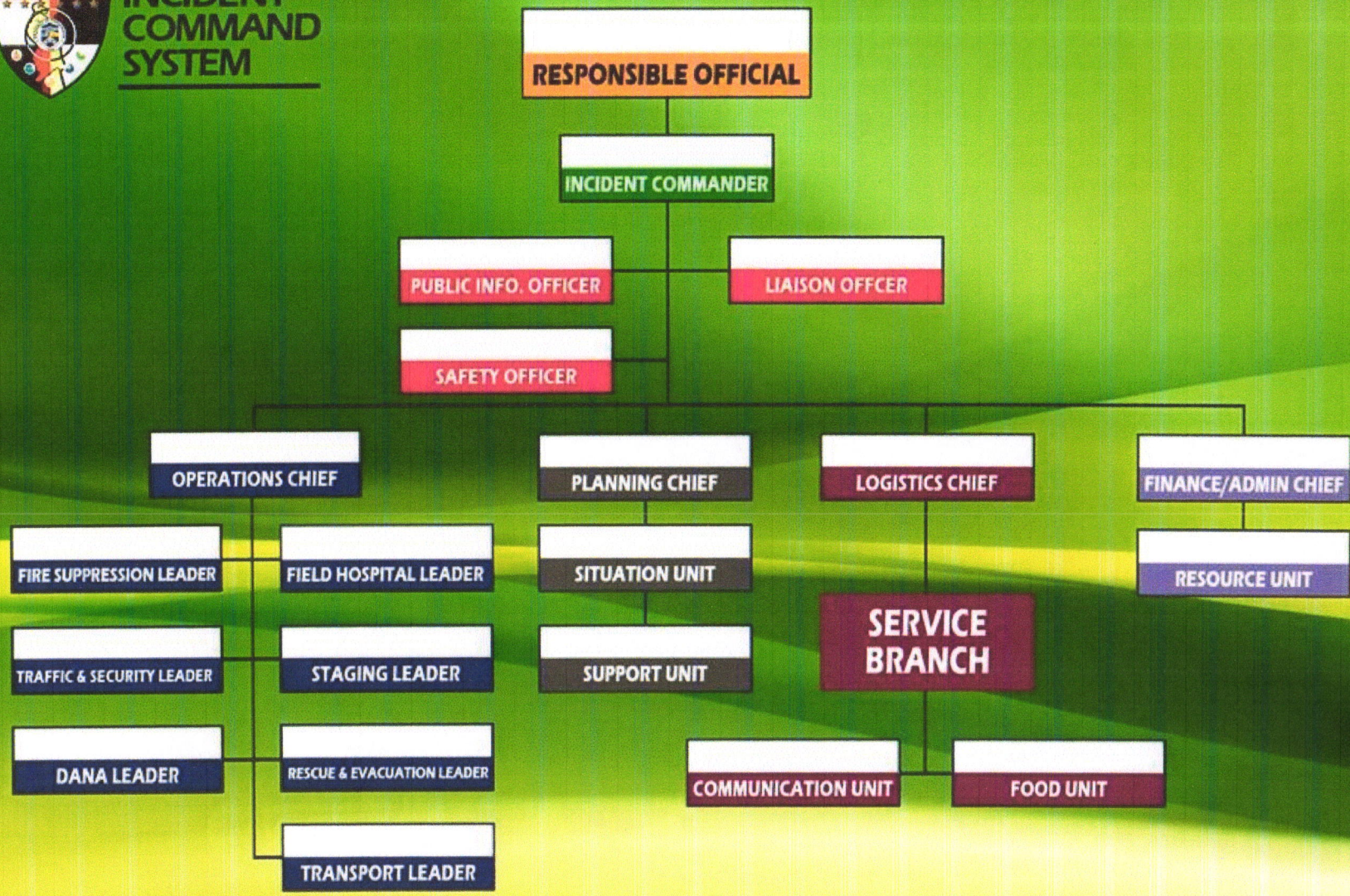
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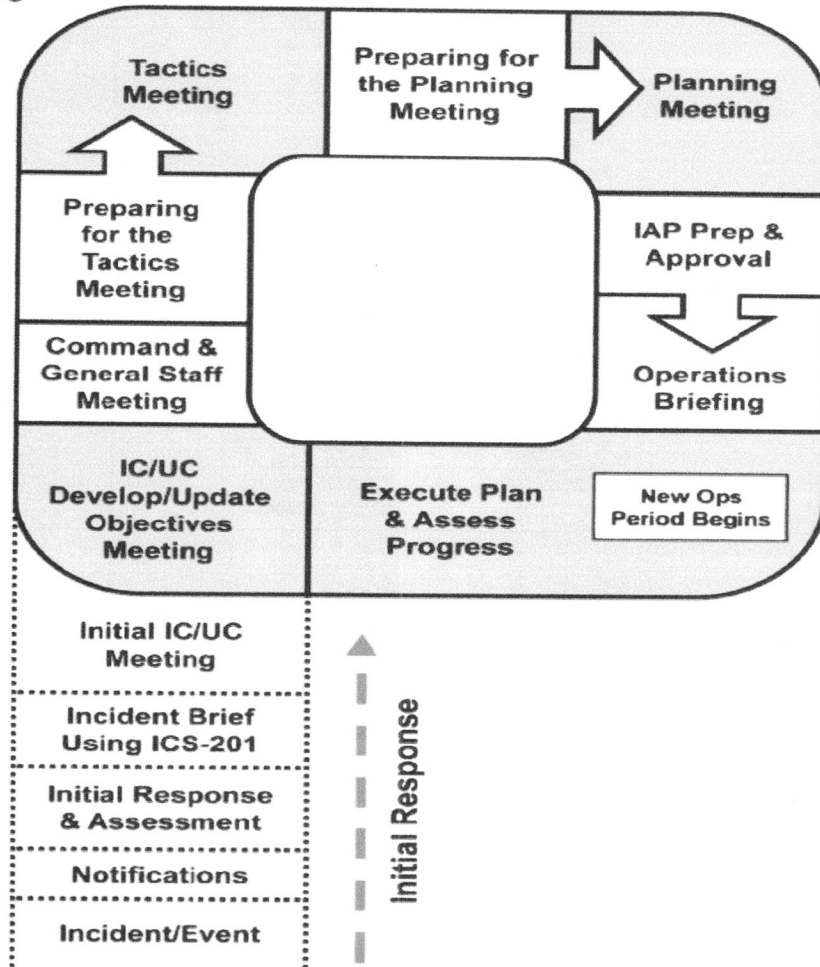
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Provide services and support to the incident commander Responsible

for: Facilities

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- Communications
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- h. Link with civic groups for continuous provision of basic necessities

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Purpose: Provide medical services (emergencies) & post emergencies

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VIII. FINANCE ADMINISTRATION

Basic Functions:

- a. Monitors incident costs
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- c. Administers procurement contracts
- d. Perform time recording

This Executive Order shall take effect immediately.

Done this ____ day of _____ at Lingayen, Pangasinan.

RAMON V. GUICO, III
Governor
Province of Pangasinan