



Republic of the Philippines
Province of Ilocos Norte
MUNICIPALITY OF SOLSONA
Mobile No.: 0917-518-7043
E-mail: mayor.solsona@gmail.com

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 008 Series of 2019

REORGANIZATION OF THE MUNICIPAL INCIDENT COMMAND SYSTEM (MICS) OF THE MUNICIPALITY OF SOLSONA, ILOCOS NORTE

WHEREAS, paragraph h, Rule 7 IRR of Republic Act No. 10121 otherwise known as Philippine Disaster Risk Reduction and Management Act of 2010, 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 management of disasters or emergencies;

WHEREAS, R.A. No. 10121 mandates the provision of emergency services and public assistance during or immediately after a disaster in order to save lives, reduce health impacts, ensure public safety and meet the basic subsistence needs of the people affected;

WHEREAS, the same law has restructured the role 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, there is a need to reorganize the MICS to be able to respond and implement appropriate actions for pre-disaster, during disaster and post disaster responses;

WHEREAS, there is a need to reorganize the composition of the MICS of the municipality due to the change of local officials brought about by the local and national elections last May 13, 2019;

NOW THEREFORE, I Joseph E. de Lara, Municipal Mayor of Solsona, Ilocos Norte by virtue of the power and authority vested in me by law, do hereby reorganize the Municipal Incident Command System of the municipality of Solsona, Ilocos Norte:

Section 1. Composition. The following shall compose the Municipal Incident Command System of the municipality of Solsona, Ilocos Norte;

A. Composition of the Coordination Staff:

RESPONSIBLE OFFICIAL	HON. JOSEPH E. DE LARA	Municipal Mayor, MDRRMC Chairman
HEAD OF RESPONSE CLUSTER	ENGR. RANISON D. NARCISO	Vice Chairman, MA
OPERATIONAL COORDINATOR	BELLA B. BALLESTEROS	MSWDO
INCIDENT COMMANDER	JOHN REY LOYOLA	MDRRMO

B. Composition of the Coordination Staff:

PSI CHRIS ANTHONY SORSANO	Security Services
SFO3 RICHARD NICOLAS	Fire Services
HON. JONATHAN L. DE LARA	Plans and Operational Unit
HON. BENIGNO L. AQUINO	Intelligence and Disaster Analysis
HON. MARK DENNIS P. DEL CASTILLO	Resource Unit
HON. REYNALDO G. MARIANO	Information Services
HON. JOVENCIO M. PASCUA	Communication/Warning Services
HON. BOB G. SACRO	Transportation Services
HON. JOSE P. MARTIN, JR.	Rescue/Engineering Services
HON. NORBERTO L. AGULAY	Health Services
HON. CEASAR PAUL M. PARADO	Relief Services/ Rehabilitation Services
DR. RIZALINA MANZANO	Education Services

C. Composition of Command Staff:

MRS. PLAVERI GONZALES	Public Information Officer
PMES EUFEMIA MAYBEL PASCUA	Safety Officer
MRS. ROSELL R. BATARA	Liaison Officer

D. Composition of General Staff:

1. OPERATION SECTION

Operation Section Chief	ENGR. RANISON D. NARCISO
Staging Area Leader	ENGR. ROSELDA P. FAHIGAL Asst. Leader: Clarence Rafael Members: Mr. Teodulo P. Estacio Mr. Harold Bryan Cariaga Ms. Evejane Sta. Monica Mr. Regie Abrincia Mr. Gerald Caacbay Ms. Cherry Anne Raquiza Mr. Ephraim Espiritu Mr. Roberto Andres, Jr. Mr. Christian Antonio Mr. Laimar Arcangel
Camp Evacuation Management Leader	MRS. NENITA AQUINO

	<p>Asst. Leader: Mrs. Constanca Desiderio</p> <p>Members: Mrs. Junalyn Aguilar Mrs. Liza Domingo Ms. Marnellie Colobong Mrs. Josephine Andres Mr. Michael Ligot Mr. Jomarie Pascual Mr. John Carlo Suguitan Ms. Aileen Joyce Pascual Mr. Rolante Agustin Mr. Gregorio Fahigal Mr. Mamerto Pangad Mr. Jay Manuel Mr. Roque Balino Mr. Villamor Tamayo Mr. Edgar Tamayo Mr. Julio Gabriel</p>
Emergency/Medical Response Leader	<p>DR. RUTH B. DE LARA</p> <p>Asst. Leader: Mr. Jenar L. Buted</p> <p>Members: Mrs. Ancheta Agustin Mrs. Santang Mary Ann Pailma Mrs. Janette Esteban Mrs. Rosenda Allado Cathy Mae Tagavilla Maureen Jan Pascual Princess Trecie Pascua Shenalyn Andres Mark Angelo Rabang Jessiah Agbayani Baby Rose G. Ramos</p>

2. PLANNING SECTION

Planning Section Chief	MR. BRENFORD JAKE M. NICOLAS
Resource Unit Leader	MRS. LAURENCE T. CORPUZ
	<p>Member: Ms. Junalyn Aguilar</p>
Situation Unit Leader	MR. JENAR L. BUTED
Demobilization Unit Leader	ENGR. LEIZEL BERMEJO
Documentation Unit Leader	<p>MRS. MARGARITA EDELYN CURAMENG</p> <p>Members: Mrs. Ma. Rizza Jennifer Santiago Mrs. Mirafe Martinez</p>

	Mr. Jumar Martin
--	------------------

3. LOGISTICS SECTION

Logistic Section Chief	MRS. CHARYMELE O. FORONDA
Service Branch Director	MRS. TRECELYN EUNICE F. PINACATE
Communication Unit Leader	MR. CHRISTIAN LEE CORPUZ
Medical Unit Leader	MS. CZYRYN JANILE RYNON
Food Unit Leader	MRS. CATHERINE BUMANGLAG Members: Mr. Journey P. Taylan Mr. Cristino Agustin Mrs. Aida Biñas Mrs. Melanie Ramos Mr. Isidro Cristobal Mrs. Gemma Fader Mr. Dennis Desiderio Mr. Nerio Juan Mrs. Hermalyn Samoza
Support Branch Director	MS. ARLENE EDITHA M. VILLALOBOS
Supply Unit Leader	MR. ANGER GARCES JR.
Facilities Unit Leader	MR. CLARENCE RAFAEL Members: Mr. Gerald Caacbay Mr. Regie Abrincia Mr. Ephraim Espiritu
Ground Unit Leader	MR. RONALD ALONZO

4. FINANCE AND ADMINISTRATIVE SECTION

Finance and Administrative Section	MRS. CHRISTINA DELOS SANTOS
Time Unit Leader	MR. DANLORD MALUBAG Member: Mr. Joefree Peralta
Procurement Unit Leader	MRS. DIVINA G. DOMINGO Members: Mrs. Susan P. Honorio Ms. Neriza J. Astudillo Mr. Joe Christian Pareño
Compensation Unit Leader	MS. NERIZA J. ASTUDILLO
Cost Unit Leader	MRS. MINETTE JOY D. VICENTE

Section 2. Duties and Functions. The following are the duties and function of the MICS of the Municipality of Solsona:

A. Responsible Official (RO)

1. Chairperson of the MDRRMC
2. Provide overall policy direction and guidance
3. Serves a link to other higher authorities
4. Delegate authority to Incident Commander to manage the incident.

B. Incident Commander (IC)

1. Receives authority from the RO;
2. Establishes objectives based on the overall guidelines;
3. Establishes the Incident Management Team and leads the tactical/on-scene response operations;
4. Maintaining liaison with participating response group;
5. Responsible for overall management of response operations;
6. Selected by the Responsible Official based on qualifications and experience;
7. Acts as First Responder to the incident;
8. Assesses the situation and receives briefing from RO or outgoing IC;
9. Determine Incident Objectives;
10. Establishes Incident Command Post;
11. Establishes appropriate ICS organization based on the situation;
12. Establishes response priorities in consultation with the Command and General Staff;
13. Coordinate activities for all Command and General Staff;
14. Ensures planning and meeting are scheduled as required;
15. Approves and authorizes the implementation of the incident Action Plan;
16. Ensures that adequate safety measures are in place;
17. Approves request for additional resources and for their release;
18. Coordinates with key people and officials;
19. Keeps the Responsible Official informed of the incident status;
20. Authorizes release of information to the media.

C. Command Staff

1. Public Information Officer

- a. Focal Person for information dissemination
- b. Works closely with all other information Officers or the media
- c. One PIO per incident and may have assistant/s.

2. Liaison Officer

- a. Contact point for representatives of assisting and cooperating agencies.

3. Safety Officer

- a. Works with Operations Sections tactics;
- b. Anticipates, detects and corrects unsafe situations;
- c. Has emergency authority to stop unsafe acts/operations;
- d. One SOFR per incident and may have assistant/s.

D. General Staff

1. Operation Section officer

- a. Usually the first organization assigned to the incident; and
- b. Responsible for managing, direction and coordinating all tactical operations.

2. Planning Section

- a. Responsible for planning services
- b. Collect, evaluates and process situation and resources status information
- c. Develop Incident Action Plan to accomplish objectives
- d. Maintain situation and resources status

3. Logistics Section

- e. Provides resources and all other services needed to support the incident:
 - Facilities
 - Transportation
 - Communications
 - Supplies
 - Equipment Maintenance
 - Fuel
 - Food Services
 - Medical Services

4. Finance and Administrative Section

- a. Monitor Incident Costs
- b. Maintain Financial Records
- c. Administers procurement contacts
- d. Perform time recordings

Section 3. Repealing Clause. All Executive Orders, Rules and Regulations and other issuances or parts thereof inconsistent with this Executive Order are hereby repealed and modified.

Section 4. Effectivity. This Executive Order shall take effect immediately upon its approval.

Done this 15th day of July, 2019 at Solsona, Ilocos Norte.

SGD
JOSEPH E. DE LARA
Municipal Mayor