

# *Municipal Disaster Risk Reduction and Management Plan*

CY – 2021  
Santa Fe, Romblon

## THEMATIC AREA 1. DISASTER PREVENTION AND MITIGATION

**Goal:** Avoid hazard and mitigate their potential impacts by reducing vulnerability and exposure and enhancing capacities of the community.

**Objectives:**

1. Reduce vulnerability and exposure of communities to all hazards;
2. Enhance the capacities of community to reduce their own risks and cope with the impacts of all hazards; and
3. Develop and implement Municipal Disaster Risk Reduction and Management Plan

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Fully functioning and adequately staffed Municipal Disaster Risk Reduction and Management Office	MDRRMO Personnel efficiently perform duties and functions leading to a more productive and responsive office	General Administration Service Fund	January to December	MDRRMO Personnel efficiently and consistently performed their respective functions
Functional Municipal Disaster Risk Reduction and Management Council (MDRRMC)	Conduct of MDRRMC Regular Meetings	5,000.00	Once every quarter as scheduled	Minutes of every Regular and Special and/or Emergency Meetings
	Conduct of Special Emergency Meetings before and after the strike of calamity and/or before the conduct of DRR related activities	5,000.00	As Needs Arises	
	Regular Consultative Meetings with the BDRRMC	5,000.00	Once every semester	
MDRRM Office maintained, improved, equipped and functional	Development and improvement of MDRRM Office		All Year Round	Fully functioning, equipped, conducive, orderly and improved MDRRM Office
	Repair and maintenance of Office Equipment	10,000.00		
	Fully furnishing and equipping MDRRM Office and making it functional			

<b>OUTPUT</b>	<b>ACTIVITIES</b>	<b>FUNDING</b>	<b>TIME FRAME</b>	<b>OUTCOME</b>
Annual vulnerability assessment to all barangays conducted and updated vulnerability maps generated and printed	Providing updated vulnerability map of all hazards in the MDRRMO Office and Disaster Operations Center (DOC)		January	Updated Vulnerability Map of all hazards and comprehensive listing of families residing in the critical and vulnerable areas
	Conduct ocular inspection and survey of the vulnerable areas indicated in the map to validate the vulnerability of the area		1 <sup>st</sup> Quarter of the Year	
	Review and generating a comprehensive listing of families whose house are located at the vulnerable areas		2 <sup>nd</sup> Quarter of the Year	
	Reproduction and printing of signage and IEC Poster for Posting to the Conspicuous Places in all Barangays	20,000.00	July to December	
Municipal Disaster Risk Reduction and Management Plan (MDRRMP) finalized, prepared and submitted	Review and evaluation of the existing plan and drafting of the MDRRM Plan for the year 2022		July	Approved MDRRM Plan for 2022
	Finalization of the MDRRM Plan and presentation of the final draft to the MDRRMC for review and approval		August	
	Furnishing copy of the approved MDRRM Plan to the PDRRMO, OCD and DILG		October	
Barangay Disaster Risk Reduction and Management Council (BDRRMC) supported, assisted and monitored	Regular conduct of consultative meeting and visitation with the BDRRMC at least once every semester	5,000.00	January, April, July & October	Minutes of BDRRMC quarterly meetings and Accomplishment Report of the visitation

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Budget Plan for the Utilization of MDRRM Fund prepared and submitted	Integration and mainstreaming of MDRRM & CCA's Projects, Program and Activities (PPAs) to the MDRRM Budget Plan		June	Budget Plan for the utilization of MDRRM Fund prepared and submitted to the MPDC & the MBO for review
	Preparation and encoding of Budget Plan and LDRRMFIP		August	
	Presentation of the plans to the MDRRMC for review and approval		September	
	Furnishing copy of the approved Budget Plan for the utilization of DRRM Fund to the PDRRMO, OCD and DILG		November	
Contingency Plan enhanced, improved and updated with COVID 19 Contingency Plan inclusion	Review and Evaluation of the existing plan and drafting of the Contingency Plan 2020-2025		January	Approved Contingency Plan for the years 2020-2025 with COVID 19 inclusion
	Formulation of COVID 19 and Other Pandemic Contingency Plans and Inclusion of this Plan to the Existing 5-Year Contingency Plan			
	Finalization of the Revised Plan		June	
	Presentation of the Revised Plan to the MMDRRMC for Approval		July	
	Presentation of Revised Plan to the Sangguniang Bayan for Adaption			
	Furnishing copy of the approved Revised Contingency Plan to the PDRRMO, OCD and DILG		August	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Risk Assessment and Vulnerability Analysis of Critical Facilities and Infrastructure conducted	Ask a copy of the Inventory of Critical Facilities and Infrastructure from the Office of the Municipal Engineer and the MPDC		May	Final Inventory Report of Critical Facilities and Infrastructure prepared and submitted for action
	Development of tools on risk assessment thru the assistance of the Municipal Engineer		May	
	Actual ocular inspection and assessment to the identified critical facilities and infrastructure		May to June	
	Final listing and reporting of results and findings of the risk assessment and vulnerability analysis		First week of July	
	Formulation of Work Plan to address the identified issues and concerns of critical facilities and infrastructure		Last Week of July	
Concrete Early Warning Signage maintained and new signage installed to the respective vulnerable and critical areas	Conduct of inspection to check the existence and visibility of the installed concrete EW signages to the respective areas	250,000.00	January & December	Concrete EW Signages installed, maintained and improved in the respective critical and vulnerable areas
	Repair and maintenance of Early Warning Signage in all barangays		March	
	Transferring and reposting of the uprooted EWS to the identified vulnerable/critical areas		ANA	
Increased capacity of MDRRM Personnel, MDRRMC members and Key-Players	Attendance to trainings/seminars on Disaster Preparedness and Management Planning of the MDRRMO Personnel and MDRRMC members	50,000.00	January to December (As scheduled)	DRR & CCA related Seminars and trainings attended

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Climate Change Advocated	Establishment of Plant Nursery within Schools	100,000.00	July & November	Climate Change advocacies enhanced
	Coastal Greening and Maintenance of Coastal Areas	380,000.00	Year Round	
	Establishment of Green Easements with Trees Along the Coastlines	100,000.00	June to December	
	Protection of Floodway Channels from Obstructions to Maintain Flow of Water	50,000.00	January to December	
	Hiring/Job Ordering of workers to do the Clearing Operations and Other Related Works	50,000.00	ANA	
	Procurement of Upland to Lowland Monitoring and Photo Documenting Device (DRONE)	150,000.00	January to June	
Clogged drainages and canals in town proper, particularly those fronting the school campuses dredged and cleaned up	Hiring/Job Ordering of laborers/workers to do the dredging and cleaning-up of clogged drainages and canals	25,000.00	Once every quarter	Drainages/Canals in Town Proper cleaned and maintained and issues about the worn-out/damaged drainages addressed to proper office/s concerned in the LGU
	Lobby the concern on drainage/canal clean-up drive program with the Poblacion Barangay Council particularly to the BDRRMC		January	
	Address the issues and concerns about the worn-out/damaged drainages/canals to the Office of the Municipal Engineer for repair and/or proper action		January	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Rivers and creeks cleared from obstructions and resulting water to flow freely along the channel	Ocular inspection and assessment of the rivers and creeks bounding the municipality of Santa Fe		Once every semester	Water of rivers and creeks flow freely along its channel, ensuring floods to be mitigated and prevented
	Hiring/Job Ordering of workers to clean, dredge and clear-out obstructions to rivers and creeks within the municipality	50,000.00	Once every semester (as scheduled)	
Areas, particularly roads, obstructed by debris, uprooted trees, broken structures and the like are cleared and cleaned-up right after the strike of typhoon or any calamity	Hiring/Job Ordering of workers to do the clearing operations and other related works after the typhoon or any related calamity	25,000.00	ANA	Areas, particularly roads are cleared and cleaned-up from obstructions and untoward incidents prevented and mitigated

## THEMATIC AREA 2. DISASTER PREPAREDNESS

**Goal:** Establish and strengthen capacities of communities to anticipate, cope and recover from negative impacts of emergency and untoward incidents occurrence and disasters

**Objectives:**

1. Increase the level of awareness of the community to the threats and impacts of all hazards, risks and vulnerabilities;
2. Equip the community with necessary skills to cope with the negative impacts of disasters
3. Increase the capacity of the institution (LGU) and the Emergency Response Teams
4. Strengthen partnership among all key players and stakeholders

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Information, Education and Communication (IEC) Campaign	Quarterly conduct of DRR and CCA Information, Education and Communication (IEC) campaign in the barangays thru Pantawid's Family Development Sessions		Once a year as scheduled	IEC Conducted and implemented in the community for awareness
	Quarterly conduct of simulation exercises about personal safety and basic life support to the community thru the Nationwide Simultaneous Earthquake Drill (NSED)	35,000.00	Once every quarter (as scheduled)	
	Printing of posters, flyers and leaflets for distribution to the students and community	5,000.00	March to April	
	Educational and informative DRR & CC related posters are posted to the conspicuous places		As necessary	
Municipal Disaster Operations Center (MDOC) maintained, improved and fully equipped	Improvement of the Municipal Disaster Operations Center (MDOC)	200,000.00	January to June	MDOC improved, fully furnished and equipped
	Fully furnishing and equipping Municipal Disaster Operations Center (MDOC)		January to December	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Disaster Operations Centers (DOCs) operated daily and functioned 24/7 operations during the on-set or strike of calamities or tragedies	Staff from the MDRRM Office be assigned to report regularly and perform duties to the Municipal Disaster Operations Center (MDOC) and arranged schedule of duties during the 24/7 operations		ANA	At least one (1) MDRRMO Staff reported regularly to the MDOC and during the 24/7 operations and arranged with the MDRRMC members and ERT the support for augmentation during 24/7 operations.
	Request augmentation from the MDRRMC members and from the Emergency Response Teams to have duties to the MDOC during the 24/7 operations		ANA	
At least one (1) functional Barangay Disaster Operations Center (BDOC) in every barangay established and monitored	Provision of technical and budgetary assistance to the BDRRMC of every barangay in establishing Barangay Disaster Operations Center (BDOC)	200,000.00	January to December	Functional Barangay Disaster Operations Center (BDOC) established
	Monitoring and supervising BDOC once every quarter		Once every quarter as scheduled	
Municipal Evacuation Center (MEC) maintained, improved and equipped	Improvement and development of the Municipal Evacuation Center (MEC) including the supply of potable water and, community kitchen and storage room	250,000.00	January to June	At least one (1) functional Municipal Evacuation Center (MEC) designated
	Equipping Municipal Evacuation Center (MEC)	250,000.00	July to October	



OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
At least one (1) functional Barangay Evacuation Center (BEC) in every barangay established, maintained and monitored	Repairing and maintaining the designated Barangay Evacuation Centers (BECs)		ANA	At least one (1) functional Barangay Evacuation Center (BEC) designated, maintained and monitored
	Providing a Memorandum of Understanding (MOU) with the School Administrators/Heads and Private Owners and the LGU to formalize the agreement on using the respective facilities as Barangay Evacuation Center (BEC)		January to June	
Functional Evacuation Center Management Team (ECMT) established	Organization of Evacuation Center Management Team	5,000.00	January	Functional Evacuation Center Management Team
	Training and Capacitating members of the Evacuation Center Management Team	15,000.00	February	
	Equipping members of the Evacuation Center Management Team		March	
Early Warning System developed and established	Installation and Activation of Early Warning Devices and Equipment		Year Round	Functional Early Warning System
	Developing system of communication and early warning strategies		March	
	Information sharing among the BDRRMCs in all barangays and the responding agencies established		Year Round	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Daily rainfall monitoring and recording maintained	Maintenance and monitoring of functionality of the installed rain gauges		Year Round	Daily Rainfall Monitoring Report
	Designating persons to conduct the rainfall monitoring and recording		Year Round	
	Collating and consolidating daily report on rainfall monitoring every end of the week		Year Round	
DRRM Partners and Stakeholders identified, accredited and strengthened	Continuous identification, selection and accreditation of partners and stakeholders		Year Round	Teamwork and camaraderie with the DRR Partners and stakeholders developed and strengthened
	Conduct regular meetings with the stakeholders and partners and conduct activities that will strengthen the teamwork and partnership with them		At least once every semester	
Nutrition in Emergencies, organized, trained, equipped and institutionalized ( <b>GAD Related Program</b> )	Retraining and Capacitating Nutrition in Emergencies Team	110,000.00	Year Round	12 Nutrition in Emergencies Team established and 120 members trained, equipped and capacitated (10 members per team)
	Equipping members of the Nutrition in Emergencies Team	120,500.00	Year Round	
	Procurement and stockpiling of Drugs, Medicines, and other supplies exclusively intended for pregnant and lactating women affected by disasters, calamities and other crisis situations	125,000.00	January to June	
	Procurement and stockpiling of Dietary Food Supplement exclusively intended for malnourished children affected by disasters, calamities and other crisis situation	150,00.00	January to June	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Emergency Response Team (ERT) capacitated, equipped and strengthened	Training and capacitating members of Emergency Response Team (ERT)	100,000.00	July to August	Trained, capacitated, fully equipped and active Emergency Response Teams (ERT)
	Procurement and stockpiling of supplies and materials for the use of ERT during the response operations including COVID 19 PPE & other related tools	100,000.00	January to June	
	Conduct of Regular Meetings with the Emergency Response Teams		Once every quarter as scheduled	
Sufficient number of Disaster Response and Rescue Equipment (DRRE) procured and prepositioned	Procurement of Disaster Response and Rescue Equipment & Extrication Kit	250,000.00	March to August	Sufficient number of DRRE prepositioned and ready for use in emergency response and rescue operations
	Checking and testing the functionality and workability of the DRRE		Year Round	
	Conduct of annual inventory of the DRRE		Last quarter of the year	
Emergency and relief supplies and materials stockpiled and prepositioned	Purchase of emergency and relief non-food supplies and materials	100,000.00	January to March	Emergency and relief supplies and materials purchased and stockpiled
	Purchase of emergency and relief food supplies and materials		January to March	
	Conduct of annual inventory of food and non-food supplies and materials on stockpile		At least once a month	

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
Augmented supplies and relief goods from the DSWD and other external sources transferred and properly stockpiled to the MDRRM Warehouse	Construction of Warehouse following the standard required by the DSWD for warehousing food and non-food supplies	500,000.00	July to December	Warehouse following the standard required by the DSWD constructed
	Hauling and transporting of augmented supplies and relief goods to the MDRRM warehouse	25,000.00	ANA	Augmented supplies and relief goods hauled and transported
Integrated operations and essential services ensured	Conduct of an overall inventory of existing resources and services		At least twice a year	All the essential services for disaster operations were in-placed and ensured functional
	Provision of Food Supplies to the emergency and disaster responders during operations	100,000.00	ANA	
	Stockpiling of fuel, gasoline, oil and lubricants for the vehicles, chainsaw and generators	100,000.00	January to December	
	Maintaining the directory of responders, stakeholders and ERTs		Year Round	
	Ensuring the functionality of the communication, information and warning, incident command, relief distribution and report systems are in-placed and functional		Year Round	
	Provision of assistance for emergency cases to the disaster victims even when no state of calamity is declared	50,000.00	ANA	
Transportation and maintenance of the Rescue Vehicle	Freight-in/Transporting of Rescue Vehicle from the Supplier to the MDRRM Office	25,000.00	ANA	Rescue vehicle transported from the supplier to the MDRRM Office and maintained
	Provision of maintenance and other needs of the rescue vehicle	75,000.00		

### THEMATIC AREA 3. DISASTER RESPONSE

**Goal:** Provide life preservation and meet the basic subsistence needs of affected population based on acceptable standards during or immediately after a disaster

**Objectives:**

1. Decrease the number preventable deaths and injuries;
2. Provide basic subsistence needs of affected population; and
3. Immediately restore basic social services

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
MDRRMC convened before the conduct of operation	MDRRMC Chairperson to call for an emergency meeting	Part of 30% LDRRM Fund	As needs arises	Emergency Response Operation planned
	Plan for the emergency response operation in-placed			
Incident Command System (ICS) on site activated	Call for the activation of the ICS in all barangays			Activated ICS
	Activate the ERT hotlines			
	Activate the Operation Listo System			
Communication and Warning System activated	Activate the communication system in all barangays			Activated Communication and Warning System
	Imposition of 24/7 operations of the communication and warning system			
Forced and pre-emptive evacuation conducted	Strict imposition of the Force and Pre-emptive evacuation ordinance to the community in danger			Communities in danger were brought to the safe evacuation centers
Evacuation Center Management Team activated	Activating all the designated Evacuation Centers			Evacuation System managed properly
	Activating the Evacuation Center Management Team			

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME		
Active and functional system of relief operation established	Activation of Memorandum of Agreement with the Grocery Stores	Part of 30% LDRRM Fund	As needs arises	Relief Operation System activated		
	Activation of relief distribution					
	Strategizing the efficient way of recording and reporting					
Rapid Disaster Needs Assessment (RDNA) conducted on time	Conduct of ocular and on-site inspection with the affected areas			Part of 30% LDRRM Fund	As needs arises	RDNA Report
	Realistic and accurate recording of damages, losses and needs					
	Preparation of RDNA report as early as possible and submit it to the proper authorities for the provision of assistance					
Emergency Response Team Activated	Emergency Response Team positioned to their respective posts	Part of 30% LDRRM Fund	As needs arises			Emergency Response Team Operations
	Duty of the Emergency Response Team members are properly scheduled					
	Provision of safety, security and personal protection including foods and drinks to the ERT on duty					
Established recording of assistance granted to every family	Recording of grants/assistance to the individual Disaster Assistance Family Card (DAFAC)			Part of 30% LDRRM Fund	As needs arises	DAFAC Accomplishment
Casualties found were retrieved & reconnected with their families	Develop and implement system for Search, Rescue and Retrieval Operation of the casualties					

#### THEMATIC AREA 4. DISASTER REHABILITATION AND RECOVERY

**Goal:** Restore and improve facilities, livelihood and living conditions and organizational capacities of affected communities, and reduce disaster risks in accordance with the “build back better” principle

**Objectives:**

1. To restore people’s means of livelihood and continuity of economic activities and business
2. To restore shelter and other buildings/installation
3. To reconstruct infrastructure and other public utilities; and
4. To assist in the physical and psychological rehabilitation of persons who suffered from the effect of disasters

OUTPUT	ACTIVITIES	FUNDING	TIME FRAME	OUTCOME
All emotionally and psychologically disturbed evacuees were given treatment	Refer victim/s to skilled professional for stress debriefing	Part of 30% LDRRM Fund	As needs arise	Patients were physically, emotionally and psychologically healed
All patients were treated and epidemics prevented	Medical consultation and nutritional assessment conducted			
Barangay Health Centers and Stations and other health care providers activated	Victims and patients were brought to Health Stations and Centers for first aid treatment			Victims and patients were given first aid and treatment
Rehabilitation of damaged public buildings and roads	Repair and construction of damaged buildings, roads and other facilities referred to proper and responsible agencies			Damaged public buildings and roads reported to proper and responsible agencies
	Clearing Operation			Roads were cleared
Victims were provided with assistance for recovery	Provision of necessary recovery assistance is extended to the victim			Assistance and other support for recovery were provided
Totally damaged households referred to the DSWD to avail the sustainable livelihood program and to other assisting agencies	Referral of victims to the sustainable livelihood program of the DSWD and other assisting agencies			Victims were given sustainable livelihood to start their own business