

**[ KKPP DEPARTMENT ORDER NO. 53, S. 1994,  
March 19, 1996 ]**

**OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF  
DISASTER RESPONSE AND MONITORING CAPABILITY BUILDING  
(DRAMCB) PROJECT**

**I.**

**RATIONALE:**

The Philippines, by geographical and geological formation is one of the most disaster prone countries of the world. Based from the recent research conducted by the Center for Research on Epidemiology of Disasters (CRED) in Belgium covering the period of 1966-1990, the country ranked first among ten disaster prone developing countries of the world. Disasters such as typhoons visit the country at an average of 20 annually, storm surges, floods, drought, earthquakes and eruptions from 22 out of 200 active volcanoes. These incidents are further compounded by man-made disasters such as social conflict, fire and industrial accidents thus, causing massive displacement and emotional trauma of families affected.

For a period of five years from 1986 to 1991, the DSWD disaster operations recorded an average of 5 million persons affected annually. Likewise, many municipalities are accessible only to dirt roads which can easily be rendered unpassable by landslides or washed out by flashfloods. When these occur, communities are isolated from the rest of the country for several of days such that extent of damage cannot be monitored and immediate emergency response could not be effected.

Because of its critical role in disaster management, the Department of Social Welfare and Development operates a 24-hour Relief Operations Monitoring and Information Center based in Legarda Manila. As a result of the devolution with the implementation of the Local Government Code, it has continually committed its efforts directed towards the management of disaster relief and monitoring through improved monitoring information system at the regional level. It still needs improvement however at the municipal and barangay levels especially now that social workers have been devolved. As its contribution to the International Decade for Natural Disaster Reduction (IDNDR) objectives, it has conceptualized the Disaster Response and Monitoring Capability Building as one of its priority projects in strengthening the agency's disaster response capability through an effective monitoring mechanism and ensuring efficient collective community response.

**II.**

**OBJECTIVES:**

## 1. *General Objectives:*

To upgrade the monitoring and response capability of DSWD and the disaster responders in high risk areas to respond to disasters in the most effective and efficient manner and ensure its institutionalization at the national and local levels for a period of five years in three pilot regions of the country.

## 2. *Specific Objectives*

2.1 To install a quick feedback and monitoring mechanisms through generation of data as basis for decision making and provision of immediate and appropriate response;

2.2 To ensure a systematic, coordinated and integrated participation of all work units of Central Office and Field Offices and reduce uncertainty in management decisions under disaster conditions.

2.3 To strengthen the network of Relief and Rehabilitation Service Committees at the National/Regional/Local DCCs, NGOs and People's Organizations to assist in project implementation.

2.4 To institutionalize the four Monitoring Stations in DROMIC Central, Luzon, Visayas, Mindanao and DROMIC in all Field Offices and install a skills upgrading program for project personnel.

2.5 To demonstrate institutionalization of capability building support program for the at-risk families and communities for efficient and effective collective community response;

2.6 To transfer appropriate knowledge and skills in disaster management specifically in the area of preparedness for response and rehabilitation to local disaster managers and implementors in at-risk areas.

2.7 To strengthen the operation of Non-Government Organization (NGO) Desk and ensure the installation of the Disaster Welfare Inquiry Desk at all levels for effective disaster management.

## **III.**

### **PROJECT DESCRIPTION:**

Disaster Response and Monitoring Capability Building is a pilot project of the DSWD thru the Bureau of Emergency Assistance (BEA) in coordination with the Field Offices, LGUs, NGOs, and other GOs.

As a project, it has two major components:

1) The *monitoring capability* of the Field Offices which shall ensure responsive data generation towards responsible decisions for timely and appropriate disaster response;

a. strengthening of the Disaster Relief Operations Monitoring and Information Center (DROMIC) at all Field Offices; and

b. installation of the Central DROMIC and its sub-stations in Luzon, Visayas and Mindanao

2) The response capability of families, and communities which shall ensure efficient and effective collective community response to disasters thru preparedness training and mobilization of families, communities and volunteers.

The Project shall be implemented in three (3) pilot regions in Luzon, Visayas, and Mindanao.

A quick feedback and monitoring response mechanisms shall be installed in NCR as the Central DROMIC which shall oversee the operation of its sub-stations in Region IV for Luzon, Region VIII for Visayas and in Region X for Mindanao. Generation and transmission of substantial data from the disaster sites through the corresponding sub-stations then to Central DROMIC to the level of policy makers/service providers shall be facilitated as basis for immediate and appropriate response.

In the response capability building, conduct of trainings shall be a support strategy to the DROMIC information system as well as an approach of empowering families and communities to effectively manage disaster situations. A total of 24 barangays in 12 municipalities shall be targetted yearly to reach 96 barangays in the four year period.

#### **IV.**

##### **MAIN FEATURES OF THE PROJECT:**

###### *A. Strategies and Activities:*

1. Monitoring Capability Building: The monitoring capability building component is divided into sub-components namely: installation and capability building of DROMIC Central Monitoring and sub-stations and strengthening of DROMICs in all Field Offices.

Specific strategies are as follows:

1.1 Setting up of office base monitoring stations in NCR as Central Station and 3 sub-stations in Luzon (Region IV), Visayas (Region VIII) and Mindanao (Region X) and acquisition of manpower and equipment support.

1.2 Program Development that shall include development of Manual of Operations, training materials and other relevant self-instructional guide in the operations of the monitoring stations.

1.3 Installation of Disaster Information System in each of the pilot monitoring stations.

1.4 Conduct of Capability building and skills upgrading of hired project personnel and data generators on various aspect of disaster monitoring

generation and packaging and transmission of disaster information.

1.5 Strengthen network with warning and learning institutions for a coordinated social mobilization and resource generation activities thru regular consultations/conferences.

2. Response Capability Building - The response capability building focuses on the capability building of the at-risk families and communities to respond to disasters. Strategies to be employed are the following:

2.1 Program Development that shall include strengthening partnership with the local government units and firm up commitment in the implementation of the project. Likewise, it shall include development of training materials for the conduct of response capability building activities.

2.2 Conduct of trainings to devolved implementors and community volunteers on disaster preparedness and management.

2.3 Alliance building with the RRSC and other organized structure in the barangay to strengthen collaboration and coordination in the management of relief and rehabilitation activities.

#### B. Output Indicators\*

#### D. Manpower Component

The DROMIC Central and its monitoring sub-stations shall require support staff who will be trained to manage the operation of the monitoring stations. DSWD shall hire technically skilled project staff to ensure effective project operation. The staff to be involved in the project shall adhere to the qualification standards set for the positions. Twenty one monitoring staff shall be hired for the project, 16 of which are to be assigned at DROMIC Central, Visayas and Mindanao monitoring sub-stations while five personnel shall be hired as contractuales to be assigned in Luzon monitoring sub-stations. Salaries for the contractual staff shall be taken from Object 29 of the project MOOE allocation. Required key operation staff are:

Level	Number	Position
DROMIC Central	2	Management Audit Analyst III
	1	Clerk
	1	Communication Equipment Operator
	1	Computer Programmer
	1	Utility Worker
Visayas and Mindanao sub-stations	2	MAA III
	2	MAA II
	2	Communication Equipment Operator
	2	Clerks
	2	Utility Worker

TOTAL 16

B. Additional Manpower to Support Operation in Luzon Station

Station Number		Positions
Luzon	1	MAA III
	1	MAA II
	1	Comm. Equipment Operator
	1	Clerk II
	1	Utility Worker
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Total	5	

**V.**

**GENERAL POLICIES:**

1. A Project Executive Committee shall be organized with the following as members: Undersecretary for Social Welfare Policies and External Affairs (Head), Asst Secretary for Programs, Director/ABD of the Emergency Assistance and the Field Directors of the pilot areas. They shall be responsible in ensuring that project activities shall be all in accordance with the objectives set and supportive of the mandate and priority thrust of the Department.

2. A Project Management Team whose members include the Technical Staff of the Bureau of Emergency Assistance and Field Offices involved in project implementation shall be organized and responsible in the implementation of the project activities in accordance with the schedules of implementation formulated.

3. On Monitoring Capability Building Component of the Project, the Central DROMIC shall;

3.1. Be the focal point in carrying out activities to ensure effective and efficient generation of feedback from the local levels as basis for decisions for timely and appropriate response.

3.2. Provide technical supervision relative to the operations of the pilot sub-stations in Tacloban City, Cagayan de Oro City and Alabang.

3.3 Train DRAMCB support staff in coordination with Central Office Personnel Division and the Field Offices concerned.

3.4 Install the disaster information system at 4 monitoring sub-stations, process disaster information and generate disaster statistics from the local levels through an strengthened network with the local government levels, collate other information and materials relevant to the monitoring capability building.

3.5 Maintain and strengthen the NGO Desk and Disaster Welfare Inquiry Desk as information sources for those needing assistance and promote a systematic and rationalized utilization of available resources for disaster response.