



EXECUTIVE ORDER NO. 12
Series of 2023

**AN EXECUTIVE ORDER ESTABLISHING THE GENERAL SANTOS CITY
EVACUATION CENTER MANAGEMENT COMMITTEE (ECMC)**

WHEREAS, under Republic Act No. 7160, also known as the Local Government Code of 1991, the local government units are mandated to provide immediate basic relief assistance, such as food, clothing, psycho-social support, and emergency shelter to families affected by natural or human-induced disasters. There is a need to immediately move the disaster-affected families to safe evacuation centers or safe areas because of the threat of or the actual occurrence of disasters, which may cause loss of lives and destruction of properties.

WHEREAS, the Department of Social Welfare and Development (DSWD), Department of the Interior and Local Government (DILG), Department of Health (DOH), and the Department of Education (DepEd) jointly developed and approved on 27 December 2021 the Joint Memorandum Circular No. 02, Series of 2021 (the Memorandum Circular), regarding the enhanced guidelines on camp coordination and camp management (CCCM) and internally displaced persons protection (IDPP), with the goal of providing timely and well-coordinated humanitarian assistance and augmentation support in the management of evacuation centers.

NOW, THEREFORE, I, LORELIE G. PACQUIAO, City Mayor of General Santos, by virtue of the power vested in me by law and the sovereign will of the people, do hereby order the following:

SECTION 1. CREATION AND ORGANIZATION OF GENERAL SANTOS CITY EVACUATION CENTER MANAGEMENT. The General Santos City Evacuation Center Management Committee (ECMC) is hereby created and organized. The ECMC shall be organized through and within the General Santos City Disaster Risk Reduction and Management Council (CDRRMC) to coordinate delivery of assistance and services to the evacuees in General Santos City.

SECTION 2. COMPOSITION. The ECMC shall be composed of the following:

**Chairperson/
Over-all
Coordinator:** Department Head, City Social Welfare and Development Office (CSWDO)

Vice Chairperson: City Administrator

Members:

1. Department Head, Public Safety Office (PSO)
2. Officer, Disaster Risk Reduction and Management Office (DRRMO)
3. President, Liga ng mga Barangays
4. Department Head, City Engineer's Office (CEO)
5. Department Head, City Health Office (CHO)
6. Department of Education (DepEd) School Superintendent, DepEd-General Santos City Division



7. City Director, General Santos City Police Office
8. Executive Assistant, City Mayor's Office
9. General Santos City Chamber of Commerce and Industry, Inc.

Secretariat: Representative, CSWDO

SECTION 3. FUNCTIONS. The ECMC shall have the following functions:

1. Prepare the Evacuation Center Management (ECM) Plan for the approval of the CDRRMC, which includes resource mapping;
2. Activate the Camp Management Plan and hold pre-evacuation conference and planning;
3. Conduct pre-disaster profiling of all families using the Disaster Assistance Family Access Card (DAFAC) or other approved profiling system provided by DSWD/local government unit (LGU) and assigned a permanent serial number per family indicated in the DAFAC forms. The LGU may use its own template/form provided that all information in the DAFAC will be captured in such a template/form.
4. Deploy Evacuation Center Management (ECM) when evacuation is ordered by the CDRRMC or the Local Chief Executive;
5. Coordinate and monitor service delivery, needs assessment, and identify gaps in evacuation centers;
6. Coordinate the mobilization of local resource or request for augmentation from other national government agencies or external donors, as required;
7. Identify and map the agencies and groups providing assistance to the various evacuation centers, including the type of assistance being provided;
8. Make available to the evacuation management teams the contact information of agencies/offices involved in the referral system for gender-based violence (GBV) cases (See Annex 7 of the Memorandum Circular - Referral Network in Case Management of Survivors);
9. Develop area-specific protocols to help the Committee implement the objectives of this Order responsive to local context and needs;
10. Ensure that agencies, groups, and organizations providing assistance to the evacuation centers are aware of this Order and the standards set forth hereto;
11. Conduct capacity-building activities and refresher courses to designated camp managers;
12. Enter into an agreement with the private building, structure, or property owners that will be used as camps [Note: This agreement can include duration, number of families/persons, duties and responsibilities of the LGU and property owner and property rentals.];
13. Maintain an adequate supply of the Camp Management Toolkit;
14. Coordinate with and report to the National Camp Coordination and Camp Management (CCCM) Cluster in times of major emergencies in their Area of Responsibility (AOR);
15. Monitor and address needs related to the use of schools as evacuations centers and concerns on the needs to continue learning in camps during emergencies;
16. Monitor the establishment and functionality of Child and Women Friendly Spaces;
17. Ensure the activation of the Comprehensive Emergency Program for Children; and
18. Request for the conduct of Mental Health and Psychosocial Support (MHPSS) for camp/evacuation managers.



SECTION 4. MEETING AND QUORUM. The ECMC shall immediately convene upon the issuance of this Executive Order. During meetings, the ECMC shall ensure the deliberation of policy proposals. Moreover, special meetings shall be immediately called upon by the Chairperson during calamities and emergencies. A quorum of the ECMC shall be composed of a simple majority of all members.

SECTION 5. REPEALING CLAUSE. All orders, memoranda, rules and regulations, or any part(s) thereof, inconsistent with the provisions of this Order are hereby revoked or modified accordingly.

SECTION 6. SEPARABILITY CLAUSE. If any provision or part hereof is held invalid or unconstitutional, the remainder of this Order not otherwise affected shall remain in full force and effect.

SECTION 7. EFFECTIVITY. This Order shall take effect immediately and shall remain in full force and effect, unless otherwise revoked or amended.

Done this 24 day of January, 2023, in General Santos City, Philippines.


LORELIE GERONIMO PACQUIAO
City Mayor/

Cf: File
Office of the President
All Departments
CDRRMO
President, Liga ng mga Barangays
DepEd-General Santos City Division
General Santos City Police Office
OND Hesed Foundation Inc.