



Republic of the Philippines  
Province of Ilocos Sur  
Municipality of Narvacan



**OFFICE OF THE SANGGUNIANG BAYAN 2019-2022**

Vice Mayor/Presiding Officer:

HON. PABLITO V. SANIDAD, SR.

Sangguniang Bayan Members:

HON. EDNA C. SANIDAD

HON. JOSEPH A. TEJADA

HON. JOVENIANO B. AMPO, JR.

HON. CHARITO C. VILORIA

HON. BERNADETTE C. LIM

HON. LORETO C. CABALLES

HON. EMILIANO C. CLARIN

HON. REINA ALEXA V. ANTOLIN  
ABC President:

HON. ROMULO C. REA

SK Federated President:

HON. JOEMAR GREY A. CABICO

Attested:

MARIBEL C. CORRALES  
SB Secretary

Approved:

HON. LUIS "CHAVIT" C. SINGSON  
Municipal Mayor

EXCERPTS FROM THE MINUTES OF THE 9TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF NARVACAN, ILOCOS SUR HELD ON MARCH 16, 2020 AT THE MUNICIPAL SESSION HALL.

**ORDINANCE NO. 16**  
Series of 2020

**ORDINANCE CREATING THE LOCAL DISASTER RISK REDUCTION AND MANAGEMENT OFFICE (LDRRMO) OF THE MUNICIPALITY OF NARVACAN, ILOCOS SUR**

**WHEREAS**, Section 443 (B) (2) of RA 7160 otherwise known as the Local Government Code of 1991 empowers the Sangguniang Bayan to create such other offices as may be necessary to carry out the purposes of the Municipal Government;

**WHEREAS**, Section 12 of Republic Act No. 10121, otherwise known as the "Philippine Disaster Risk Reduction and Management Act of 2010" provides the establishment in every municipality a Local Disaster Risk Reduction and Management Office (LDRRMO), which shall be responsible for setting the direction, development, implementation, and coordination of disaster risk management programs within their territorial jurisdiction;

**WHEREAS**, Section 12 (b) of Republic Act No. 10121 provides that the LDRRMO shall be under the Office of the Mayor and shall be initially organized and composed of a Disaster Risk Reduction Management Officer (DRRMO) to be assisted by three (3) staff responsible for:

- a. Administration and Training;
- b. Research and Planning; and
- c. Operations and Warning;

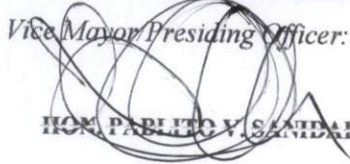
**NOW THEREFORE, BE IT ORDAINED** by the Sangguniang Bayan of Narvacan in session assembled that:

**SECTION 1. NAME OF THE OFFICE.** There shall be created a Local Disaster Risk Reduction and Management Office (LDRRMO) under the Office of the Municipal Mayor in the Local Government Unit of Narvacan.



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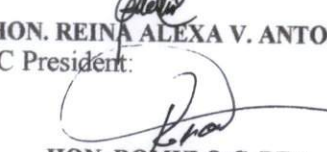
  
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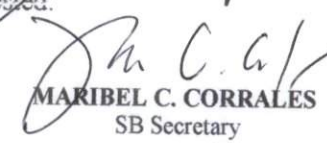
  
HON. REINA ALEXA V. ANTOLIN  
ABC President:

  
HON. ROMULO C. REA


SK Federated President:

  
HON. JOEMAR GREY A. CABICO

Attested:

  
MARIBEL C. CORRALES  
SB Secretary

Approved:

  
HON. LUIS "CHAVIT" C. SINGSON  
Municipal Mayor

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**SECTION 2. COMPOSITION.** The Local Disaster Risk Reduction and Management Office (LDRRMO) shall be composed of Disaster Risk Reduction and Management Officer (DRRMO) to be assisted by three (3) staff responsible for :

- (a) Administration and Training;
- (b) Research and Planning;
- (c) Operations and Warning.

**SECTION 3. FUNCTIONS.** By virtue of Section 12 (c) of Republic Act No. 10121, the LDRRMO of Narvacan shall perform the following functions with impartiality given the emerging challenges brought by disasters of our times:

- (1) Design, program, and coordinate disaster risk reduction and management activities consistent with the National Council's standards and guidelines;
- (2) Facilitate and support risk assessments and contingency planning activities at the local levels;
- (3) Consolidate local disaster risk information which includes natural hazards, vulnerabilities, and climate change risks, and maintain a local risk map;
- (4) Organize and conduct training, orientation, and knowledge management activities on disaster risk reduction and management at the local level;
- (5) Operate a multi-hazard early-warning system, linked to disaster risk reduction to provide accurate and timely advice to national or local emergency response organizations and to the general public, through diverse mass media, particularly radio, iandiine communications, and technologies for communication within rural communities;
- (6) Formulate and implement a comprehensive and integrated LDRRMP in accordance with the national, regional and provincial framework, and policies on disaster risk reduction in close coordination with the Local Development Councils (LDCs);



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(7) Prepare and submit to the local sanggunian through the LDRRMC and the LDC the annual LDRRMO Plan and Budget, the proposed programming of the LDRRMF, other dedicated disaster risk reduction and management resources, and other regular funding source/s and budgetary support of the LDRRMO/BDRRMC;

(8) Conduct continuous disaster monitoring and mobilize instrumentalities and entities of the LGUs, CSOs, private groups and organized volunteers, to utilize their facilities and resources for the protection and preservation of life and properties during emergencies in accordance with existing policies and procedures;

(9) Identify, assess and manage the hazards, vulnerabilities, and risks that may occur in their locality;

(10) Disseminate information and raise public awareness about those hazards, vulnerabilities and risks, their nature, effects, early warning signs and counter-measures;

(11) Identify and implement cost-effective risk reduction measures/strategies;

(12) Maintain a database of human resource, equipment, directories, and location of critical infrastructures and their capacities such as hospitals and evacuation centers;

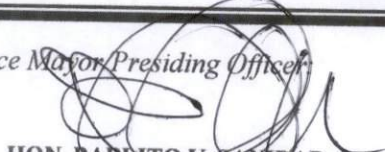
(13) Develop, strengthen and operationalize mechanisms for partnership or networking with the private sector, CSOs, and volunteer groups;

(14) Take all necessary steps on a continuing basis to maintain, provide, or arrange the provision of, or to otherwise make available, suitably trained and competent personnel for effective civil defense and disaster risk reduction and management in its area;



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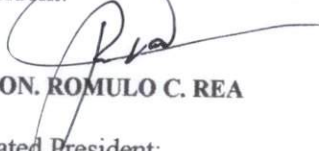
  
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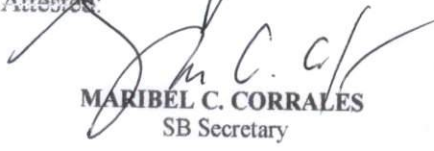
  
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(15) Organize, train, equip and supervise the local emergency response teams and the ACDVs, ensuring that humanitarian aid workers are equipped with basic skills to assist mothers to breastfeed;

(16) Respond to and manage the adverse effects of emergencies and carry out recovery activities in the affected area, ensuring that there is an efficient mechanism for immediate delivery of food, shelter and medical supplies for women and children, endeavour to create a special place where internally-displaced mothers can find help with breastfeeding, feed and care for their babies and give support to each other;

(17) Within its area, promote and raise public awareness of and compliance with this Act and legislative provisions relevant to the purpose of this Act;

(18) Serve as the secretariat and executive arm of the LDRRMC;

(19) Coordinate other disaster risk reduction and management activities;

(20) Establish linkage/network with other LGUs for disaster risk reduction and emergency response purposes;

(21) Recommend through the LDRRMC the enactment of local ordinances consistent with the requirements of this Act;

(22) Implement policies, approved plans and programs of the LDRRMC consistent with the policies and guidelines laid down in this Act;

(23) Establish a Provincial/City/Municipal/Barangay Disaster Risk Reduction and Management Operations Center;

(24) Prepare and submit, through the LDRRMC and the LDC, the report on utilization of the LDRRMF and other dedicated disaster risk reduction and management resources to the Local Commission on Audit (COA), copy furnished the regional director of the OCD and the Local Government Operations Officer of the DILG; and



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(25) Act on other matters that may be authorized by the LDRRMC.

**SECTION 4. THE DRRMO AND STAFF QUALIFICATIONS.** The DRRMO and Technical Staff qualifications and eligibilities are set forth in the Implementing Rules and Regulations of Republic Act No. 10121, otherwise known as the "Philippine Disaster Risk Reduction and Management Act of 2010" and in Joint Memorandum Circular No. 2014 -1 between the National Disaster Risk Reduction and Management Council, Department of the Interior and Local Government, Department of Budget and Management, and the Civil Service Commission are hereby adopted accordingly.

**SECTION 5. FUNDING.** By virtue of Section 21 of Republic Act No. 10121, the Local Disaster Risk Reduction Management Fund (LDRRMF) composed of not less than 5% of the estimated revenue from regular sources shall be set aside as the LDRRMF to support disaster risk management activities such as but not limited to, pre-disaster preparedness programs including training, purchasing life-saving rescue equipment, supplies and medicines, for post-disaster activities, and for the payment of premiums on calamity insurance. The LDRRMC shall monitor and evaluate the use and disbursement of the LDRRMF based on the LDRRMF as incorporated in the local development plans and annual work and financial plan. Upon the recommendation of the LDRRMO and approval of the sanggunian. The LDRRMC may transfer the said fund to support disaster risk reduction work of other LDRRMCs which are declared under state of calamity.

Of the amount appropriated for LDRRMF, thirty percent (30%) shall be allocated as Quick Response Fund (QRF) or stand-by fund for relief and recovery programs in order that situation and living conditions of people in communities or areas stricken by disasters, calamities, epidemics, or complex emergencies, may be normalized as quickly as possible.

**SECTION 6. SEPARABILITY CLAUSE.** If for any reason, any provision, section or part of this Ordinance is declared not valid by a court of competent jurisdiction or suspended or revoked by the Sangguniang Pantalaawigan, such judgment shall not affect or impair the remaining provisions, sections, or parts thereof which shall remain or continue to be in full force and effect.

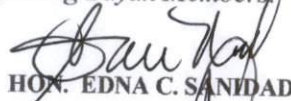


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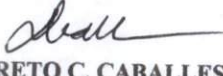
  
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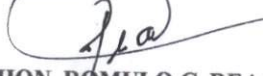
  
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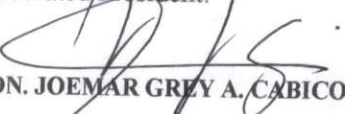
  
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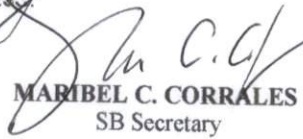
  
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Municipal Mayor

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**SECTION 7. REPEALING CLAUSE.** All Ordinances, rules and regulations, or parts thereof, in conflict with or inconsistent with any provisions of this Ordinance are hereby repealed, amended or modified accordingly

**SECTION 8. EFFECTIVITY.** This Ordinance shall take effect immediately upon approval.

**ENACTED UNANIMOUSLY.**

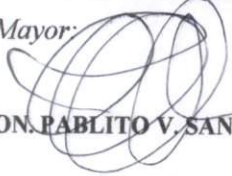


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Acting Presiding Officer

  
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HON. REINA ALEXA V. ANTOLIN  
*on leave*

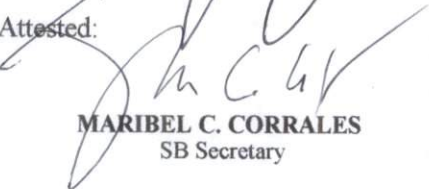
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Municipal Mayor

EXCERPTS FROM THE MINUTES OF THE 8TH REGULAR SESSION OF THE SANGGUNIANG BAYAN OF NARVACAN, ILOCOS SUR HELD ON MARCH 9, 2020 AT THE MUNICIPAL SESSION HALL

**APPROPRIATION ORDINANCE NO. 15-A**  
Series of 2020

**AN ORDINANCE AUTHORIZING THE ANNUAL BUDGET OF NARVACAN FOR FISCAL YEAR 2020 IN THE AMOUNT OF TWO HUNDRED TEN MILLION SEVEN HUNDRED THIRTY THREE THOUSAND THREE HUNDRED ONE PESOS AND 22/100 COVERING THE VARIOUS EXPENDITURES FOR THE OPERATION OF THE LOCAL GOVERNMENT FOR FISCAL YEAR 2020, AND APPROPRIATING THE NECESSARY FUNDS FOR THE PURPOSE**

Be it ordained in Regular Session assembled:

**SECTION 1.** The Annual Budget of the Local Government Unit of Narvacan for Fiscal Year 2020 in the amount Two Hundred Ten Million Seven Hundred Thirty Three Thousand Three Hundred One Pesos And 22/100 (Php 210,733,301.22) covering the various expenditures for the operation of the Municipal Government for the year 2020 is hereby approved.

The Budget documents consisting of the following are incorporated herein and made integral part of this Ordinance:

1. Plantilla of Personnel; and
2. Annual Operating Budget of Local Economic Enterprise.

**SECTION 2. Receipts Program** (See Attached Form)

**SECTION 3. Expenditure Program** (See Attached Form)

**SECTION 4. General Provisions** (See Attached Form)

**SECTION 5. Separability Clause.** If, for any reason, any Section or provision of this Appropriation Ordinance is disallowed in Budget Review or declared invalid by proper authorities, other sections or provisions hereof that are not affected thereby shall continue to be in full force and effect.

**SECTION 6. Effectivity.** The provisions of this Appropriation Ordinance shall take effect upon approval.

**ENACTED.**