



REPUBLIC OF THE PHILIPPINES
NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

National Disaster Risk Reduction and Management Center, Camp General Emilio Aguinaldo, Quezon City, Philippines

JUN 02 2011

NDRRMC MEMORANDUM

Number 02, s. 2011

TO : Members, National Disaster Risk Reduction and Management Council
(NDRRMC)
Chairpersons, Regional Disaster Risk Reduction and Management Councils
(RDRRMCs) / OCD Regional Directors
Metro Manila Disaster Risk Reduction and Management Council
(MMDRRMC)
Autonomous Region of Muslim Mindanao (ARMM)
Local Disaster Risk Reduction and Management Councils (LDRRMCs)
Other Concerned Offices

SUBJECT : Amendments to the Revised Guidelines on the "*Gawad KALASAG*": Search for Excellence in Disaster Risk Management and Humanitarian Assistance

References:


- NDCC Memorandum No. 7 s. 2010 dated 13 April 2010 (**TAB A**)
- NDCC Memorandum Circular No. 05 s. 2009 dated 18 March 2009 (**TAB B**)
- Highlights of the First Meeting of the NDRRMC National Selection Committee (NSC) of the 2011 "*Gawad KALASAG*" on 4 May 2011 (**TAB C**)

1. This year's awards cover those accomplishments/activities from 1 January to 31 December 2010.
2. The NDRRMC National Selection Committee (NSC) had a discussion on issues and concerns regarding previous years' and this year's conduct of the Search for Excellence in Disaster Risk Management and Humanitarian Assistance, and agreed to have some amendments to serve as the "*Gawad KALASAG*" Guidelines for 2011, as follows:
 - a. The NSC shall be composed of the following:

Chair	Secretary, DILG or Representative
Co-Chair	Administrator, OCD or Representative
Vice-Chair	CSO Representative
Members	Secretary, DOH or Representative
	Secretary, DepEd or Representative
	Secretary, DSWD or Representative
	Secretary, DOST or Representative
	Director-General, PIA or Representative
	Lead Convenor, NAPC or Representative
	Secretary-General, PRC or Representative
	President, Union of Local Authorities in the Philippines (ULAP) or Representative
	President, League of Provinces of the Philippines (LPP) or Representative

President, League of Cities of the Philippines (LCP) or
Representative
President, League of Municipalities of the Philippines or
Representative
President, Liga ng mga Barangay (LnB) or Representative
CSO Representatives (at most 2)
Secretariat OCD

- b. Only a single entry per category per region should be submitted to the NSC. Breaking of ties for double/multiple entries should be resolved by the Regional Selection Committee (RSC) within their level.
 - c. Each nominee is required to submit an **Executive Summary** highlighting significant accomplishments, in addition to the major and other supporting documents they will be submitting to the NSC (form enclosed). This is to give the validating teams a general picture/idea of accomplishments and contents of all documents submitted.
 - The RSC also to add information/comments based on their assessment of the entries
 - d. Reiteration of important points still to be considered from last year's NDCC Memorandum No. 7 s. 2010 dated 13 April 2010:
 - Provision of a Written Feedback, that is immediate and constructive, signed by the Team Leader and all Members of the National Validating Team to concerned LDRRMCs and agencies within five (5) days after the final evaluation of the top three (3) nominees for each category and level.
 - Assessment Checklist on LDRRMCs Basic Disaster Risk Management Capability (revised portion of the checklist is enclosed)
 - On Preparedness:
LDRRMCs' (PDRRMCs, MDRRMCs, and CDRRMCs) capability to "influence" positively their respective lower DRRMCs will be included in this category; how they were able to exercise their leadership role on the functionality of lower DCCs; and if they were able to duplicate their efforts on mitigation, preparedness, response, and rehabilitation at the lower DRRMCs. The 44 points for preparedness have been reallocated to give 14 points on the above.
 - The privilege of receiving their awards in Malacañang Palace to be handed by the President will be given to first place winners only. There will be a separate awarding ceremony in the region for the second and third place winners.
3. For guidance and compliance.


VOLTAIRE T. GAZMIN
Secretary of National Defense
and Chairman, NDRRMC



2011 "Gawad KALASAG"
Accomplishments on Disaster Risk Reduction and Management (DRRM)
(for CY 2010)

Executive Summary:

As per recommendation by the 2011 "Gawad KALASAG" National Selection Committee (NSC), each nominee/entry for this year's Search for Excellence in Disaster Risk Management and Humanitarian Assistance is required to provide the National Validating Team an Executive Summary highlighting significant 2010 accomplishments. This is in addition to the documentation and other requirements each nominee normally submits to the RSC/NSC. Please be guided by the format below:

I. Profile / Background Information on the LDRRMC/organization (1 page)

II. General Questions (1 page)

- A. Enumerate best practices your LDRRMC/organization has undertaken that covered all aspects of disaster risk reduction and management?
- B. What outstanding/distinguishing characteristics your LDRRMC/organization have that would qualify it to be judged as the best in Disaster Risk Management and Humanitarian Assistance and why?

III. Expected Outputs (2 pages)

- A. Summary of programs and projects in all aspects of disaster risk reduction and management providing only key points answering all possible questions (What, When, Where, How) (This shall cover major points in the same order they appear in the main report.)
- B. Provide proofs of the group's effectiveness in addressing the adverse effects of multi-hazards, properly labeled as "Annex (es)____".
- C. Identify positive impacts/results of programs and projects with supporting documents properly labeled as "Annex A" and so on).

**Assessment Checklist on
Local Disaster Coordinating Councils (LDCCs)
Basic Disaster Risk Management Capability**

	YES	NO	MAX POINTS
PREPAREDNESS (44 pts)			
A. Leadership of the higher DCC to influence mainstreaming of DRM programs and projects at the lower DCCs (14 pts)			
1. Given the total number of municipalities/barangays under your area of responsibility (AOR), what is the percentage of municipalities/barangays with an organized DCC? (10 pts)			
90 - 100%			10
70 - 89%			8
40 - 69%			6
20 - 39%			4
10 - 19%			2
2. How many program/s and project/s has/have been supported by the PDCC/MDCC/CDCC to strengthen the DRM of the lower DCCs? (4 pts)			
5 - 10			4
2 - 4			2
1			1
B. DCC Organization (6 pts)			
1. Is there an executive order/resolution/ordinance passed organizing the DCC?			1
2. Is there an organizational chart and are the following represented in the DCC:			3
Non-Government Organization			
People's Organization			
Women			
Youth			
Others (Religious, Business and Basic Sectors)			
3. Is the DCC meeting regularly? {monthly (2) / quarterly (1)}			2
C. Disaster Preparedness/Contingency Plan (5 pts)			
1. Does it provide for component services such as emergency medical services, evacuation, rescue, etc.?			1
2. Was the community involved in the formulation of the plan?			1
3. Does the community take part in the implementation and monitoring of the plan?			1

**Assessment Checklist on
Local Disaster Coordinating Councils (LDCCs)
Basic Disaster Risk Management Capability**

	YES	NO	MAX POINTS
4. Was the disaster preparedness/contingency plan disseminated through public assemblies or tri-media?			1
5. Were there simulation exercises or drills conducted to test the plan?			1
D. Disaster Management Office/Operations Center (7 pts)			
1. Does the Office have permanent staff?			1
2. Is there a Disaster Management Operations Center?			1
3. Are these personnel knowledgeable in the preparation of a basic disaster situation report?			1
4. Is the Office/Center provided with basic equipment?			1
5. Does it have search and rescue and/or medical equipment?			1
6. Does it have sufficient funding?			1
7. Does it have prepositioned stockpiles of relief goods?			1
E. Disaster Risk Management Training (12 pts)			
1. Has there been trainings conducted on:			
Disaster Risk/Emergency Management			1
Community-based Disaster Risk Management			1
Damage Assessment and Needs Analysis			1
Search and Rescue (Water/Collapsed Structure/Urban)			1
Fire Suppression			1
Medical Services (Basic Life Support, First Aid)			1
2. How many DCC and targeted community members were trained?			3
Less than 30			
31 or more			
3. What level/s of training was/were conducted?			2
Orientation/Basic			
Advanced			
4. Is/Are there equipment and/or facility/ies designated for training purposes?			1