



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

16 APR 2013

NDRRMC MEMORANDUM CIRCULAR

No. 02 s. 2013

**TO : Members, National Disaster Risk Reduction and Management Council (NDRRMC);
Chairpersons, Regional Disaster Risk Reduction and Management Councils (RDRRMCs); Metro Manila DRRMC; Autonomous Region in Muslim Mindanao DRRMC; and Local DRRMCs; and
Other Concerned Offices**

SUBJECT : Revised Guidelines on the "Gawad KALASAG": Search for Excellence in Disaster Risk Reduction and Management (DRRM) and Humanitarian Assistance 2013

References:

- NDCC Memorandum No. 7, s. 2010 dated April 13, 2010
- NDCC Memorandum Circular No. 05, s. 2009 dated March 18, 2009 on the Revised Guidelines of Gawad KALASAG: Search for Excellence in Disaster Risk Management and Humanitarian Assistance.
- NDRRMC Memorandum Circular No. 06, s. 2012 dated May 16, 2012 on the Revised Guidelines of Gawad KALASAG: Search for Excellence in Disaster Risk Management and Humanitarian Assistance.

**"Gawad KALASAG"
(Kalamidad at Sakuna Laban, Aring Galing ang Kaligtasan)**

I. BACKGROUND

Initiated in 1998, *Gawad KALASAG* is the NDRRMC's recognition scheme in its search for excellence on DRRM and humanitarian assistance. It is the mechanism in obtaining sustained commitment and support by recognizing exceptional contributions of DRRM practitioners in strengthening the resilience and adaptive capacities of nations and communities to disaster risks. It also endeavors to promote the spirit of volunteerism among agencies and individuals in providing the much needed help during the response phase of DRRM. Further history can be found in Annex A.

II. OBJECTIVES

It aims to recognize the following: a) outstanding performance of Local Disaster Risk Reduction and Management Councils (LDRRMCs), Civil Society Organizations

(CSOs) and major stakeholders, in promoting and implementing significant DRRM-CCA programs and innovations; and, b) heroic acts of individuals, groups or institutions during natural or human-induced disasters.

III. EVALUATION PROCESS

All LDRRMCs, organizations, institutions, groups, and individuals shall be eligible, subject to the guidelines and criteria set forth by the National Selection Committee (NSC). List of member-agencies, structure and functions can be found in Annex B.

All regional nominees should submit only relevant evidential documents, in chronological order, and in accordance to the standard checklist appended in this Circular. Nominees per category are selected through desktop evaluation and field validation by selected NSC members.

The top three (3) for each category that garnered at least a minimum score of 85% will advance to the national level. Percentile scoring shall be used in the evaluation of National Nominees. Ranking shall be used in the identification of the top scorer.

The Search covers twenty eight (28) categories; full list can be found in Annex C. Those that have garnered a *Gawad KALASAG* award, for three (3) consecutive years in the same category, shall be given a Hall of Fame Award. The Hall of Fame Awardee may again join the Search, only after three (3) years from the receipt of the said Award.

National winners will receive cash awards, that can be spent for DRRM-related activities of respective LDRRMCs, as follows: 1st Place- PhP 100,000.00; 2nd Place- PhP 75,000.00; 3rd Place- PhP 50,000.00, for each category of the awards.

IV. APPROVAL AND PROMULGATION

Gawad KALASAG is hereby approved and thereby promulgated.

For guidance and compliance.


VOLTAIRE T. GAZMIN

Secretary, Department of National Defense and
Chairman, NDRRMC



ANNEX A

"Gawad KALASAG"

(KAlamidad at Sakuna LAbanan, Sariling Galing ang Kaligtasan)

HISTORY

Kalasag is the Filipino term for "shield" used by early Filipinos as a means of protection from attacks of enemies or harmful animals. Relatedly, *Gawad KALASAG* was conceived to encourage participation of various stakeholders in crafting and implementing Disaster Risk Reduction and Management (DRRM) programs aimed at protecting or shielding high risk communities against hazards.

It is the mechanism in obtaining sustained commitment and support by recognizing exceptional contributions of DRRM practitioners in strengthening the resilience and adaptive capacities of nations and communities to disaster risks. The *Gawad KALASAG* also endeavors to promote the spirit of volunteerism among agencies and individuals in providing the much needed help during the response phase of DRRM.

DRRM practitioners include the Local Disaster Risk Reduction and Management Councils (LDRRMCs) at the provincial, city, municipal and barangay levels. LDRRMCs serve as the frontliners in reducing disaster risks by mitigating, preparing, responding, and recovering from any type of disaster. Together with LDRRMCs, Civil Society Organizations (CSOs), private and volunteer organizations, government emergency responders and other service providers are the prime contributors and major stakeholders/partners in the implementation of DRRM and humanitarian response programs.

Over the past years, our country has gained momentum in the area of disaster risk reduction. Numerous projects and activities have been undertaken by various Philippine stakeholders and agencies in DRRM. Sustaining and scaling up these activities to ripple positive changes in the lives of the people, however, have been constant challenges. It is still a fact that threats remain and disasters and its risks are still present and ever increasing.

In 2005, the international community signed a 10-year Disaster Risk Reduction (DRR) strategy called the Hyogo Framework for Action (HFA) at the World Conference on Disaster Reduction in Kobe, Japan. The HFA sets out three strategic goals, namely: (a) integration of disaster risk reduction into sustainable development policies and planning; (b) development and strengthening of institutions, mechanisms and capacities to build resilience against hazards; and (c) systematic incorporation of risk reduction approaches into the implementation of emergency preparedness, response and recovery programs.

The HFA, moreover, outlines five priorities for action which cover the main areas of DRR. These are as follows: (a) ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation; (b) identify, assess and monitor disaster risks and enhance early warning; (c) use knowledge, innovation, and education to build a culture of safety and resilience at all levels; (d) reduce the underlying risk factors; and (e) strengthen disaster preparedness for effective response at all levels. The HFA likewise suggests important areas for intervention within each theme.

The Philippine Government as a signatory to the HFA, through the National Disaster Risk Reduction and Management Council (NDRRMC) [formerly known as the National Disaster

Coordinating Council (NDCC)], has adopted the above-mentioned strategic goals by developing and enhancing current plans, programs and activities on DRR. As a result, the Partnership for Disaster Reduction in the South East Asia Phase 4 Project (PDRSEA 4) was initiated in June 2007 with the formulation of the Philippine National Strategic Plan on community based disaster risk management (CBDRM). This plan identified activities which laid the foundation in establishing an effective system to promote CBDRM for building resilience of communities to natural disasters.

On May 27, 2010, Republic Act 10121 or the Philippine DRRM Act was passed into law. It paved the way for the need to "adopt a disaster risk reduction and management approach that is holistic, comprehensive, integrated, and proactive in lessening the socio-economic and environmental impacts of disasters including climate change, and promote the involvement and participation of all sectors and all stakeholders concerned, at all levels, especially the local community."

This Act mandates the following: development of policies and plans; implementation of actions and measures pertaining to all aspects of disaster risk reduction and management; the institutionalization of good governance; risk assessment and early warning; knowledge building and awareness raising; reduction of underlying risk factors; and preparedness for effective response and early recovery.

RA 10121 likewise mandates the formulation of a **National Disaster Risk Reduction and Management Framework (NDRRMF)** that was approved on June 16, 2011. The NDRRMF provides a common understanding of the different aspects of DRRM and related elements and/or factors which are to be considered in developing national and local plans and programs.

The law also mandates the development of a **National Disaster Risk Reduction and Management Plan (NDRRMP)** which was signed on February 7, 2012 and launched on October 10, 2012. This plan serves as the national guide on how sustainable development can be achieved through: inclusive growth; building the adaptive capacities of communities; increasing the resilience of vulnerable sectors; and optimizing disaster mitigation opportunities. It has the end in view of promoting the people's welfare and security towards a gender-responsive and a rights-based sustainable development.

Given the NDRRMF, and the NDRRMP, it is envisioned that the country will have "**safer, adaptive, and disaster resilient Filipino communities towards sustainable development**". This will be achieved through the four distinct yet mutually reinforcing priority areas: (a) Disaster Prevention and Mitigation; (b) Disaster Preparedness; (c) Disaster Response; and (d) Disaster Recovery and Rehabilitation. Each priority area has its respective long term goal. When put together, these long term goals will lead to the attainment of our country's overall goal/vision in DRRM.

As *Gawad KALASAG* moves towards another year in celebrating the best practices of stakeholders in DRRM, it shall continue to incorporate the lessons learned and the innovations carried out in the past to advance the DRRM-Climate Change Adaptation (CCA) agenda under the DRRM Act of 2010. *Gawad KALASAG* shall forge to improve its mechanism in providing the measure and standard of excellence in DRRM and in humanitarian assistance. It shall press on to promote the people's awareness and eventual expansion of Community-Based DRRM program in the country. It shall expand further its current recognition scheme to include award categories which will encourage wider participation in promoting DRRM and CCA as indispensable requirements toward sustainable development.

To date, 77 LDRRMCs, 23 NGOs, 21 individuals and 76 groups/institutions have received various recognitions from *Gawad KALASAG*.

ANNEX B

I. STRUCTURE AND INSTITUTIONAL ARRANGEMENTS

The following agencies shall be tasked to oversee the Search for the categories of the Award.

A. National Selection Committee (NSC)

1. MEMBERSHIP

Chair	:	Secretary, DILG or Representative
Vice-Chair	:	Administrator, OCD or Representative
Members	:	Secretary, DOH or Representative Secretary, DepEd or Representative Secretary, DSWD or Representative Secretary, DOST or Representative Vice-Chair, Climate Change Commission or Representative Director-General, NEDA or Representative Director-General, PIA or Representative Lead Convenor, NAPC or Representative Secretary-General, PRC or Representative President, ULAP or Representative President, League of Provinces or Representative President, League of Cities of the Phils. or Representative President, League of Municipalities of the Phils. or Representative President, Liga ng Barangay or Representative CSO Members (at most two) Private Sector Representative (1)
Secretariat	:	OCD

2. FUNCTIONS

- a. Coordinate activities for the implementation of the national assessment and award system;
- b. Set and update selection guidelines/criteria for the Search;
- c. Evaluate, at the national level, the regional entries;
- d. Conduct field validation on the top three (3) regional nominees for each category; and,
- e. Recommend the winners of each category to Chairman of NDRRMC.

B. National Validating Team

1. COMPOSITION

The National Validating Team shall have the following composition:

a. Provincial DRRMC Category:

DILG Representative (Team Leader)
LPP Representative
CCC Representative

b. City DRRMC Category:

- Highly Urbanized City
OCD Representative (Team Leader)
LCP Representative
DOST-PAGASA Representative
- Independent Component /Component Cities
ULAP Representative (Team Leader)
DILG Representative
LCP Representative

c. Municipal DRRMC Category:

- 1st-3rd Class
DILG Representative (Team Leader)
LMP Representative
LPP Representative
- 4th-6th Class
CSO Representative (Team Leader)
LMP Representative
OCD Representative

d. Barangay DRRM Committee Category:

- Urban
ULAP Representative (Team Leader)
DILG Representative
LnB Representative
- Rural
CSO Representative (Team Leader)
DSWD Representative
LnB Representative

e. CSOs Category:

- NGO
DSWD Representative (Team Leader)
ULAP Representative
PIA Representative
- People's Organization
LnB Representative (Team Leader)
DepEd or NAPC-VDC Representative
PRC Representative

f. Private Organization Category:

DOST-PAGASA Representative (Team Leader)
CSO Representative
PIA Representative

g. Volunteer Organization Category:

ULAP Representative (Team Leader)
CCC Representative
PRC Representative

h. Government Emergency Response Management (GEMs):

OCD Representative (Team Leader)
DSWD Representative
PRC Representative

i. School Category:

- Private
DepEd Representative (Team Leader)
OCD Representative
DOST-PAGASA Representative
- Public
DepEd Representative (Team Leader)
PIA Representative
DOH Representative

j. Hospital Category:

- Government –Regional, Medical, LGU
DOH Representative (Team Leader)
PRC Representative
LPP Representative

- Private Levels 1-2
DOH Representative (Team Leader)
PRC Representative
LCP Representative

- Private Levels 3-4
DOH Representative (Team Leader)
PRC Representative
LMP Representative

k. Gawad KALASAG for Heroic Act Category:

Individual and Group
OCD

l. Special Recognition Award Category:

Individual, Agency and Media
OCD

II. TRAVEL EXPENSES AND HONORARIA

Expenses on accommodation, food and airfare are chargeable against OCD Funds. Honorarium for the NSC shall be rendered as applicable to attached DBM National Budget Circular No. 2007-510.

III. PROPOSED SCHEDULE OF ACTIVITIES

TARGET DATE	ACTIVITIES	OPR
Last week of January	Announcement of the Search (with guidelines and criteria included)	OCD/NSC
February –March	Regional Validation	C, RDRRMCs/ RSCs
Last week of March	Submission of Regional Entries to OCD	RSCs
Not later than 1 st week of April	Desk Evaluation	NSC
Mid-April-Last week of May	Field Validation	NSC
Mid-June	Submission of Validation Results/Text of Citations	NSC
Last week of June	Declaration of National Winners within NSC (calibration session of the NSC after validation trips)	NSC
Mid-July	Completion of Awarding Ceremony Requirements (citation/awards/plaques, etc.)	NSC
3 rd week-4 th week of July	Awarding Ceremony	NDRRMC

IV. NATIONAL AWARDING

The NDRRMC Secretariat shall be responsible for the preparation of the financial requirements and the conduct of the awarding ceremonies to include among others the venue, invitation and accommodation of the participants, and other related amenities.

Citation for the finalists shall be drafted by the national validating teams and subsequently finalized by the Secretariat. National winners will receive cash awards that can be spent for DRRM related activities of the LDRRMCs, as follows: 1st Place- PhP 100,000.00; 2nd Place- PhP 75,000.00; 3rd Place- PhP 50,000.00 for each category of the awards.

ANNEX C

CATEGORIES OF AWARD

The following are the awards to be given:

- A. *Gawad KALASAG for Best LDRRMCs*
 - 1. Provinces
 - 2. Cities
 - a. Component/Independent Chartered Component City
 - b. Highly Urbanized City
 - 3. Municipalities
 - a. 1st-3rd Class
 - b. 4th-6th Class
- B. *Barangay DRRM Committees*
 - 1. Barangay (urban)
 - 2. Barangay (rural)
- C. *Gawad KALASAG for CSOs (Civil Society Organizations, People's Organizations, NGOs)*
 - 1. NGOs (local)
 - 2. NGOs (national)
 - 3. POs
- D. *Gawad KALASAG for Private Organizations, Volunteer Organizations, Government Emergency Response Management, Schools, and Hospitals*
 - 1. Private Organizations
 - 2. Volunteer Organizations (not solely depending on the government)
 - 3. Government Emergency Response Management (GEM)
 - a. Basic Search and Rescue
 - b. Advanced Search and Rescue
 - 4. Schools
 - a. Public (Complete Elementary, Secondary, Multi-grade School/s)
 - Urban
 - Rural
 - b. Private (Complete Elementary, Secondary School/s)
 - Urban
 - Rural
 - c. Early Learning Centers (ELCs)
 - Urban
 - Rural

5. Hospitals
 - a. Government
 - DOH Regional, Teaching and Training Hospitals, and other National Government Hospitals
 - DOH Metro Manila Hospitals and Specialty Medical Centers
 - Provincial, City, Municipal and District Hospitals
 - b. Private
 - Levels 1 and 2 Hospitals
 - Levels 3 and 4 Hospitals
- E. *Gawad KALASAG* for Heroic Act of Individuals/Groups in providing Humanitarian Assistance
 1. Individual
 - a. Living
 - b. Posthumous
 2. Groups
- F. Special Recognition Awards
 1. Individuals
 2. Agencies
 3. Media