



REPUBLIC OF THE PHILIPPINES  
**NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL**

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

DEC 23 2019

**NDRRMC MEMORANDUM CIRCULAR**

No. 01, s. 2019

**TO : All NDRRMC Member Agencies and Chairpersons  
RDRRMCs**

**SUBJECT : Designation as Emergency Telecommunications  
Cluster (ETC) Lead Agency**

To effectively carry out the responsibilities and functions of the Emergency Telecommunications Cluster (ETC) of the National Disaster Risk Reduction and Management Council (NDRRMC) as mandated in the approved National Disaster Response Plans (NDRP) and institutionalization of Cluster Approach in the Philippines Disaster Risk Reduction and Management System, the Department of Information and Communications Technology (DICT) is hereby designated as Lead Agency of the ETC vice the Office of Civil Defense (OCD) effective immediately.

As lead government agency of the ETC, the DICT shall ensure the attainment of the Cluster's objective to strengthen ICT capacities at the national Cluster level down to local levels to prepare for, respond to and recover from the impacts of disasters.

Further, the DICT shall:

- a. Ensure that the ETC provides effective and timely emergency telecommunications services to support other clusters in carrying out their respective mandates safely and efficiently;
- b. Develop the Government Emergency Telecommunications Team (GETT) Operations Manual and update as necessary;
- c. Strengthen its GETT and exercise leadership by providing command and control functions from national down to regional level; and
- d. Be responsible for the coordination and collaboration at the Local DRRMCs to organize, train, and equip Local GETT to align with the National and Regional GETT.

For information and guidance.

**FOR THE CHAIRPERSON, NDRRMC:**



**UNDERSECRETARY RICARDO B JALAD**  
Executive Director, NDRRMC and  
Administrator, OCD