



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

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

MAR 30 2020

**MEMORANDUM**  
No. 30, s. 2020

**TO : ALL NDRRMC MEMBER AGENCIES  
ALL OCD REGIONAL OFFICES**

**SUBJECT: NDRRMC EOC Management Team during the activation of  
the National Task Force for COVID-19**

Pursuant to Inter-Agency Task Force for the Management of Emerging Infectious Disease Resolution No. 15 dated 24 March 2020, the NDRRMC is organized as the National Task Force (NTF) for Coronavirus Disease 2019 (COVID-19). Per item 5a of the said resolution: *“The IATF will serve as the policy-making body of the operations while the NTF COVID-19 shall serve as the operational command to be headed by the Secretary of the National Defense...”* Further, in item 5b: *“The NDRRMC shall determine and identify the agencies that will belong to the new units of the proposed NTF COVID-19 organizational structure...”*

The NDRRMC Emergency Operations Center (EOC) shall provide operational support for the NTF in terms of information gathering and dissemination, multi-stakeholder coordination and consequence management.

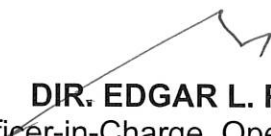
In view thereof, this NDRRMC Memorandum is hereby issued to authorize the following personnel as members of the NDRRMC EOC Management Team effective 30 March to 12 April 2020:

<b>Position</b>	<b>Personnel</b>
EOC Manager	Director Edgar Posadas
Operations Coordinator	Susan Quiambao Louise Mark Cirunay Noel Mapalo
Planning Coordinator	Joe-Mar Perez Rachelle Anne Miranda Mark Jester Lim
Logistics Coordinator	Rowel Ongoinio
Finance and Administration Coordinator	Director Bernardo Rafaelito Alejandro IV Ronniel Jayson Mago

All NDRRMC member agencies and OCD Regional Offices are hereby enjoined to work with the members of the NDRRMC EOC Management Team for situation reporting, information management, and response coordination.

For information and guidance.

For the Executive Director, NDRRMC:



**DIR. EDGAR L. POSADAS**  
Officer-in-Charge, Operations Service  
Office of Civil Defense