



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE
CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES

MAR 01 2021

MEMORANDUM

No. 173 s, 2021

TO : OCD SERVICE AND REGIONAL DIRECTORS

**SUBJECT : SUPPLEMENTAL GUIDELINES AND REQUIREMENTS FOR
OPLAN KALINGA RESPONSE**

1. References:

- a. Bayanihan to Recover As One Act (Republic Act No. 11494) and its IRR
- b. Government Procurement Reform Act (Republic Act No. 9184)
- c. OCD Memorandum dated 25 September 2020 with subject: Operational Requirements of COVID-19 Facilities and Oplan Kalinga Program
- d. OCD Memorandum No. 558, s. 2020 re Operational Guidelines for COVID-19 Facilities and Oplan Kalinga Response
- e. OCD Memorandum No. 18, s. 2021 re Validity Extension of the Bayanihan to Recover as One Act (Bayanihan 2) until June 30, 2021

2. Purpose:

This memorandum is issued as supplemental guidelines and requirements in Oplan Kalinga response headed by this Office particularly by the OCD Regional Offices (OCDROs) as Chair of the Regional Task Force against COVID-19 (RTF) and as End User units. As agreed in the Oplan Kalinga Inter-Agency Technical Working Group Meeting on Payments, the OCDROs shall be responsible for procurement and payments of Oplan Kalinga requirements such as hotels used as quarantine facilities, related ancillary services and transportation, if any, effective on 01 March 2021.

3. Guidelines:

a. Regional Task Force (RTF) Against COVID19 must pre-identify the requirements needed under Oplan Kalinga through coordination with the various provincial and local city government units, local Disaster Risk Reduction and Management (DRRM) Councils, as well as other concerned government agencies.

b. Once identified, the RTF shall request for such Oplan Kalinga requirement to the Office of Civil Defense Regional Office (OCDRO) within that jurisdiction.

c. After diligent review, the OCDROs shall prepare the required form prescribed in the OCD Memorandum dated 25 September 2020 and submit the same to the OCD Central Office for further assessment and evaluation. This must be compliant with other prescribed documentary requirements and the timeline for downloading of funds and usual procurement process; hence consider the administrative processes in the approval of request during the preparation of POEs.

d. The OCDROs, as the designated Head of Procuring Agency (HoPE), shall conduct the necessary procurement processes, in accordance with Republic Act No. 9184, for the Oplan Kalinga requirements upon approval of said request by the Civil Defense Administrator.

For compliance.


ASEC HERNANDO M. CARAIG JR
Officer-in-Charge ✓

