



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

OFFICE ORDER
No. 47 s. 2021

APR 13 2021

TO : ALL OCD PERSONNEL

SUBJECT : **Guidelines on the Mobilization of OCD Response Teams during COVID-19 Pandemic**

With reference to the guidance of the Civil Defense Administrator during the OCD Disaster Managers' Conference held on 28 to 29 January 2021, there is a need rationalize the mobilization of OCD Response Teams in view of the challenges brought about by the COVID-19 pandemic.

In view thereof, this Office Order is hereby issued to provide for the operational adjustments in the mobilization of OCD Response Teams.

COVERAGE:

An OCD Response Team pertains to a group of personnel composed of OCD employees or combined with personnel from other agencies. The OCD Response Team is deployed during an actual or potential emergency situation. The coverage of OCD Response Teams shall be as follows:

1. Incident Management Team (IMT)
2. Rapid Damage Assessment and Needs Analysis (RDANA) Team
3. Emergency Telecommunications (ETC) Team
4. Water Filtration Team
5. Emergency Operations Center (EOC) Augmentation Team
6. Other Response Teams as may be required

CRITERIA FOR ACCEPTANCE OF REQUEST FOR RESPONSE TEAM

The OCD Central Office and Regional Offices shall only accept request for assistance of Response Team provided that ALL of the following criteria are met:

1. There is a formal request for deployment from an affected DRRMC;
 - Official RDRRMC request for OCD Central Office Response Team
 - Official LDRRMC request for OCD Regional Office Response Team
2. All resources within the area of responsibility of the DRRMC have already been extensively exhausted;
3. It is geographically reasonable, practical, feasible, and safe to deploy the OCD Response Team to the affected area; and

4. The response requirements cannot be achieved by other alternative means such as remote coordination, report submission, and video teleconferencing.

SELECTION OF OCD PERSONNEL AS MEMBER OF RESPONSE TEAMS:

An OCD employee shall join a Response Team for deployment only if ALL the following criteria are met:

1. Must be a permanent employee;
2. Must be physically fit with no comorbidities; and
3. Must have an appropriate DRRM training for the response requirements.

PROTOCOLS FOR DEPLOYMENT:

The OCD Response Team shall observe the following protocols for deployment:

1. All members of the OCD Response Team shall undergo testing for COVID-19 before and after the deployment.
2. All members of the OCD Response Team shall be provided with personal protective equipment such as face masks, face shields, and sanitation solutions.
3. In addition to standard OCD reporting measures (situation / incident reports), the OCD Response Team shall regularly send health monitoring updates to the N/RDRRMC Emergency Operations Center (EOC).
4. If any member of the OCD Response Team feels ill or displays symptoms, he/she shall be immediately pulled out from the operations to undergo quarantine/isolation and receive appropriate medical intervention.
5. After the response operations, all members of the OCD Response Team shall undergo mandatory quarantine prior to reporting back to office.

This Office Order shall be effective for the duration of the public health emergency brought about by COVID-19 pandemic, unless otherwise lifted.

For guidance and compliance.




USEC RICARDO B. JALAD
Administrator