



Seal of Good Local Governance – REGIONAL ASSESSMENT

Form CM 3.2 Disaster Preparedness

City/Municipality of : Income Class :
Province : Region :

INSTRUCTIONS: PLEASE READ BEFORE PROCEEDING TO THE ITEMS.

For the RAT Members

1) Based on your thorough review of documents provided by the assigned DILG Field Officers and on-site visit, please supply the required information or tick applicable LGU condition under Column A. (2) Please refer to the NGA data provided by the BLGS for indicators/items with N. (3) In case of a correction/erasure, the RAT leader must affix a signature parallel to the corrected portion. (4) AFFIX SIGNATURE AT THE END OF EACH ASSESSMENT AREA, and PUT INITIALS AT THE BOTTOM OF EACH PAGE. ONLY DULY ACCOMPLISHED FORMS ARE TO BE ENCODED BY THE RFP OR PFP.

Required data	LGU condition
LGU HAZARD PROFILE: Kindly provide the top 2 hazards present in the LGU (based on CLUP; for use in processing results for CP, EWS, and EM)	
Top 1 Hazard(please supply information)	FLOOD
Top 2 Hazard(please supply information)	LANDSLIDE
1. (N) The LG is an awardee of the 2023 National Gawad Kalasag (GK) Seal for Local Disaster Risk Reduction and Management Councils and Offices (LDRRMCs). (please tick as appropriate):	<input type="radio"/> Yes, Beyond Compliant (within 2.5-3.0 average rating) <input type="radio"/> Yes, Fully Compliant (within 1.5-2.49 average rating) <input type="radio"/> Not an awardee <input type="radio"/> Results not yet available
2. The LGU has an established and functional Local Disaster Risk Reduction and Management Council (LDRRMC)	
2.1 The LDRRMC meets standards set under R.A. No. 10121 and includes(please tick all applicable items)	<input type="checkbox"/> At least four (4) accredited CSO members <input type="checkbox"/> At least one (1) private sector representative <input type="checkbox"/> None of the above

2.2 LDRRMC convened for the following quarters of CY 2023(<i>please tick all applicable items</i>):	<input type="checkbox"/> Met at least once in CY 2023 1st quarter <input type="checkbox"/> Met at least once in CY 2023 2nd quarter <input type="checkbox"/> Met at least once in CY 2023 3rd quarter <input type="checkbox"/> Met at least once in CY 2023 4th quarter <input type="checkbox"/> None of the above
3. The LGU has an established Local Disaster Risk Reduction and Management Office (LDRRMO)	
3.1 The LDRRMO is headed by:	
Position title(<i>please supply information</i>)	
Salary Grade(<i>please supply information</i>)	
Nature of appointment (<i>please tick as appropriate</i>)	<input type="radio"/> Permanent <input type="radio"/> Temporary <input type="radio"/> Designated
In case appointment is temporary/designated, period has not exceeded one year(<i>please tick as appropriate</i>)	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not applicable
Status of appointment(<i>please tick as appropriate</i>)	<input type="radio"/> With affixed signature of CSC Field Office (FO) representative <input type="radio"/> Approved by LGU accredited to take final action on appointments thru CSC Resolution <input type="radio"/> Copy is transmitted to CSC for attestation <input type="radio"/> Executive Order or similar document is issued for designation
If copy has been transmitted for attestation, please indicate the date received by the CSC:	
If an Executive Order or similar document was issued for designation, please indicate date of approval:	

Date of appointment <i>(please supply information)</i>	
In case plantilla position is vacant due to separation from service, <i>please tick all applicable items:</i>	<input type="checkbox"/> Vacancy happened within 2023 or 2024 <input type="checkbox"/> The vacated position has the prescribed SG <input type="checkbox"/> Efforts to hire new LDRRMO is already on-going <input type="checkbox"/> With a designated LDRRMO Head in the meantime
3.2 The LDRRMO has staff complement.	
3.2.1 Number of LDRRMO staff with plantilla positions <i>(please supply information)</i>	
3.2.2 Number of LDRRMO staff with temporary position <i>(please supply information)</i>	
3.2.3 Number of permanent staff designated from other office <i>(please supply information)</i>	
3.2.4 Number of temporary staff designated from other office <i>(please supply information)</i>	
3.2.5 Number of COS/Job Order/Contractual staff designated from other office <i>(please supply information)</i>	
3.2.6 Number of vacant LDRRMO plantilla positions <i>(please supply information)</i>	
In case plantilla position is vacant due to separation from service, please tick as appropriate:	<input type="checkbox"/> Vacancy happened within 2023 to 2024 <input type="checkbox"/> Efforts to hire new LDRRMO staff are already on-going <input type="checkbox"/> None of the above
3.3 LDRRMO occupies a workspace <i>(please tick as appropriate)</i>	<input type="radio"/> Office structure / space <input type="radio"/> Designated desk space

3.4 LDRRMO has Search and Rescue (SAR) or Emergency Response (ER) teams	
3.4.1 Organized	<input type="radio"/> Yes <input type="radio"/> No
3.4.2 Trained on search and rescue and basic life support relative to Top 1 and Top 2 Hazards not earlier than 2018 <i>(please tick as appropriate)</i>	<input type="radio"/> Yes <input type="radio"/> No
3.4.3 Equipage <i>(please tick all applicable items)</i>	<input type="checkbox"/> Motorized vehicle <input type="checkbox"/> Generator set <input type="checkbox"/> Water rescue kit (at the minimum: rope, life jacket, flotation ring or alternate) <input type="checkbox"/> Extrication kit (at the minimum: spine board, shovel or alternate digging device) <input type="checkbox"/> Personal protective equipment (at the minimum: helmet, goggles, work gloves, boots) <input type="checkbox"/> First aid kit <input type="checkbox"/> Emergency medical kit
4. The LGU has an approved Comprehensive Land Use Plan (CLUP) <i>(please tick as appropriate)</i>	<input type="radio"/> Yes <input type="radio"/> No
4.1 If yes, the CLUP covering CY 2024 is approved based on <i>(please tick as appropriate)</i> :	<input type="checkbox"/> (N) Department of Human Settlements and Urban Development (DHSUD) data <input type="checkbox"/> Sangguniang Panlalawigan Resolution <input type="checkbox"/> DHSUD or HLURB Resolution
Date approved (dd/mm/yyyy) <i>(please supply information)</i>	
Period covered (yyyy-yyyy) <i>(please supply information)</i>	

4.2 If no, please tick conditions applicable to the LGU's CLUP status:	<input type="checkbox"/> Approved CLUP covering until CY 2024 <input type="checkbox"/> Draft was made after the lapse of the previously-approved CLUP <input type="checkbox"/> Final draft is under review, at least, of PLUC / Regional DHSUD <input type="checkbox"/> Final draft contains results of risk assessment per PLUC/DHSUD Certification <input type="checkbox"/> No CLUP
Date final draft was received by PLUC / DHSUD (dd/mm/yyyy)(please supply information)	
Period covered by draft CLUP (yyyy-yyyy)(please supply information)	
Period covered by previous CLUP (yyyy-yyyy)(please supply information)	
4.3 Engaged component barangays in the planning process (please tick as appropriate)	<input type="radio"/> Yes <input type="radio"/> No
4.4 There is an initiative to communicate the plan to their component barangays (please tick as appropriate)	<input type="radio"/> Yes <input type="radio"/> No
5. The LGU has an approved Local Disaster Risk Reduction and Management (LDRRM) Plan (please tick as appropriate)	<input type="checkbox"/> Has a Sanggunian-approved plan covering CY 2024 <input type="checkbox"/> Has a LDRRMC-approved plan covering CY 2024 <input type="checkbox"/> DRR-CCA development initiatives incorporated in the CY 2024 Annual Investment Program (AIP), as verified by the DRR-CCA Focal Person of DILG-RO <input type="checkbox"/> Approved LDRRM Plan covering until CY 2023 with DRR-CCA development initiatives incorporated in the approved CY 2023 AIP. <input type="checkbox"/> None of the above
6. The LGU has a Local Climate Change Action Plan (LCCAP)(please tick as appropriate)	<input type="radio"/> Yes <input type="radio"/> No

<p>If yes, please tick all applicable items:</p>	<p><input type="checkbox"/> Has an approved LCCAP covering CY 2024</p> <p><input type="checkbox"/> Has an approved CLUP/CDP covering CY 2024 that integrates CCAM measures submitted to CCC AND was verified by DRR-CCA Focal Person of the concerned DILG-RO, containing: a. Results of risk assessment; and b. Climate change adaptation and mitigation actions.</p> <p><input type="checkbox"/> Has an approved AIP covering CY 2024 verified by DILG DRR-CCA Focal Person to have CC expenditure tagging</p> <p><input type="checkbox"/> The LGU with an approved LCCAP and AIP covering until CY 2023 that also met the above conditions</p> <p><input type="checkbox"/> None of the above</p>
<p>7. The LGU has Contingency Plans for its hazards<i>(please tick all applicable items)</i></p>	<p><input type="checkbox"/> Top 1 hazard</p> <p><input type="checkbox"/> Top 2 hazard</p>
<p>7.1 Contingency Plan for Top 1 hazard</p>	
<p>Status of approval<i>(please tick as appropriate)</i></p>	<p><input type="radio"/> Approved</p> <p><input type="radio"/> Not yet approved</p>
<p>Date approved (dd/mm/yyyy)<i>(please supply information)</i></p>	

<p>Plan contains the following elements(<i>please tick all applicable items</i>)</p>	<p><input type="checkbox"/> Background with: (a) Hazard analysis that consider biological/health hazards, (b) anatomy of the hazard, (c) scenario generation that include in worst case scenario the possibility of uncontrolled transmission of disease, (d) affected population</p> <p><input type="checkbox"/> Goals and Objectives that include statement/s on ensuring the safety of disaster managers, coordinators, responders, and the public</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the expanded roles of the EOC, Response Clusters, and IMT to simultaneously respond to the worst-case disaster while mitigating the risk to disease transmission</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that reiterate the practice of health and safety precautionary measures as part of the response protocols</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the implementation of alternative work arrangements for response</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the consideration of the relevant policies and mechanisms used for COVID-19 response</p> <p><input type="checkbox"/> Activation, Deactivation & Non- Activation Protocols that include the protocols for the strict observance of health and safety precautionary measures.</p>
<p>7.2 Contingency Plan for Top 2 hazard</p>	
<p>Status of approval(<i>please tick as appropriate</i>)</p>	<p><input type="radio"/> Approved</p> <p><input type="radio"/> Not yet approved</p>
<p>Date approved (dd/mm/yyyy)(<i>please supply information</i>)</p>	

<p>Plan contains the following elements(<i>please tick all applicable items</i>)</p>	<p><input type="checkbox"/> Background with: (a) Hazard analysis that consider biological/health hazards, (b) anatomy of the hazard, (c) scenario generation that include in worst case scenario the possibility of uncontrolled transmission of disease, (d) affected population</p> <p><input type="checkbox"/> Goals and Objectives that include statement/s on ensuring the safety of disaster managers, coordinators, responders, and the public</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the expanded roles of the EOC, Response Clusters, and IMT to simultaneously respond to the worst-case disaster while mitigating the risk to disease transmission</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that reiterate the practice of health and safety precautionary measures as part of the response protocols</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the implementation of alternative work arrangements for response</p> <p><input type="checkbox"/> Response Arrangements or Coordination, Command & Control Protocols that indicate the consideration of the relevant policies and mechanisms used for COVID-19 response</p> <p><input type="checkbox"/> Activation, Deactivation & Non- Activation Protocols that include the protocols for the strict observance of health and safety precautionary measures.</p>
<p>Has CP approved by LDRRMC not earlier than CY 2020 devoted to COVID/EREID-related concerns and strategies(<i>please tick as appropriate</i>)</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p>
<p>8. (N) The LGU disbursed at least 60% of the 70% Disaster Preparedness and Mitigation component of its FY 2023 Local Disaster Risk Reduction and Management Fund (LDRRMF)</p>	
<p>8.1 Source of Fund:</p>	
<p>Estimated revenue from regular sources (<i>pls. supply information</i>)</p>	
<p>Amount of LDRRMF for FY 2023(<i>pls. supply information</i>)</p>	
<p>Percent-allocation for LDRRMF(<i>pls. supply information</i>)</p>	

8.2 (N) Utilization of 70% component of FY 2023 LDRRMF:	
Total amount of 70% component(<i>pls. supply information</i>)	
Amount utilized (<i>pls. supply information</i>)	
Percent-utilization of 70% component (<i>please supply information</i>)	
8.3 Percent completion of CY 2023 PAPs as of December 31, 2023 (based on accomplished Form 2F: DRRM Office) (<i>pls. supply information</i>)	
9. The LGU operates a multi-hazard Early Warning System (EWS)	
9.1 At least one (1) marker is present in high risk areas located in the LGU for the following hazards (<i>please tick all applicable items</i>)	<input type="checkbox"/> Top 1 hazard <input type="checkbox"/> Top 2 hazard
9.2 With audible and wide-ranging warning and alarm system(<i>please tick as appropriate</i>)	<input type="radio"/> Yes <input type="radio"/> No
9.3 With automated rain gauge / locally-innovated technology(<i>please tick as appropriate</i>)	<input type="radio"/> Yes <input type="radio"/> No
9.4 IEC on EWS is present in conspicuous places(<i>please tick as appropriate</i>)	<input type="radio"/> Yes <input type="radio"/> No
9.5 With Standard Operating Procedure (SOP) on the end-to-end use of EWS and feedbacking mechanisms communicated to residents in high risk areas (<i>please tick as appropriate</i>)	<input type="radio"/> Yes <input type="radio"/> No

10. The LGU has pre-emptive and forced evacuation mechanism captured in an EO or equivalent issuance.(please tick as appropriate)	<input type="radio"/> Yes <input type="radio"/> No
11 The LGU has an established Evacuation Management system and resources in place.	
11.1 Evacuation center	
Name (please supply information)	
Location(please supply information)	
Status of the Evacuation Center(please tick as appropriate)	<input type="radio"/> Permanent <input type="radio"/> Semi-permanent <input type="radio"/> Temporary (in partnership with school / child-development centers)
Facilities present	
a. Minimum requirements(please tick all applicable items)	<input type="checkbox"/> Shelter and accommodation <input type="checkbox"/> Camp management office or desk <input type="checkbox"/> Kitchen Area <input type="checkbox"/> Water Supply <input type="checkbox"/> Communication Means <input type="checkbox"/> Toilet and Bath and Hand-washing Facilities <input type="checkbox"/> Waste Disposal System <input type="checkbox"/> None of the above
b. Other functional requirements(please tick all applicable items)	<input type="checkbox"/> Health service station <input type="checkbox"/> Power supply with back-up system <input type="checkbox"/> Storage area <input type="checkbox"/> Laundry Area <input type="checkbox"/> Provision for management of livestock and domestic animals <input type="checkbox"/> None of the above

c. Socially-inclusive facilities(<i>please tick all applicable items</i>)	<input type="checkbox"/> Breastfeeding Station <input type="checkbox"/> Couples' Room <input type="checkbox"/> Child-friendly learning space <input type="checkbox"/> Ramps or other assistive device for PWDs and elderly <input type="checkbox"/> Prayer Room <input type="checkbox"/> None of the above
Evacuation Center Management Plan or other camp management-related protocol/system integrating the observation of minimum health protocols	<input type="radio"/> Present <input type="radio"/> Not Available
System for registration(<i>please tick as appropriate</i>)	<input type="radio"/> Present <input type="radio"/> Not Available
Localized information guide with facilities and map in evacuation center(<i>please tick as appropriate</i>)	<input type="radio"/> Present <input type="radio"/> Not present
Organized EC Management Teams/Committee	<input type="radio"/> Present <input type="radio"/> Not Available
11.2 Prepositioning of goods and service	
System for mobilization and management of volunteer groups(<i>please tick as appropriate</i>)	<input type="radio"/> Present <input type="radio"/> Not Available
Goods for relief operations(<i>please tick all applicable items</i>)	<input type="checkbox"/> Stockpile includes food packs and hygiene kits (indicate # packs and kits below) <input type="checkbox"/> Partnership with suppliers (e.g. supermarket, pharmacy) <input type="checkbox"/> None
a. Number of stockpiled food packs(<i>please supply information</i>)	
b. Number of stockpiled hygiene kits(<i>please supply information</i>)	

Medical services after a disaster(<i>please tick all applicable items</i>)	<input type="checkbox"/> In-house (LGU's own medical service) <input type="checkbox"/> Partnership with other government (national/local) medical service <input type="checkbox"/> Partnership with private/ NGO entities
Psycho-social support(<i>please tick all applicable items</i>)	<input type="checkbox"/> In-house (LGU-based professionals) <input type="checkbox"/> Partnership with other government (national/local) offices <input type="checkbox"/> Partnership with private/ NGO entities
System to ensure peace and order and security in the event of disasters (<i>please tick as appropriate</i>)	<input type="radio"/> Present <input type="radio"/> Not present
Transport services for the possibly affected residents to identified evacuation center	<input type="checkbox"/> In-house (LGU-owned assets) <input type="checkbox"/> Partnership with other government (national/local) offices <input type="checkbox"/> Partnership with private/ NGO entities
11.3 Percentage of barangays with evacuation information guide (<i>pls. supply information</i>)	
12. The LGU has a LDRRM Operations Center with SOP	
12.1 LDRRM Operations Center(<i>please tick as appropriate</i>)	<input type="radio"/> Permanent (functions 24/7 daily) <input type="radio"/> Temporary (functions 24/7 during disasters) <input type="radio"/> None
12.2 Status of Standard Operating Procedures (SOP) for coordination and monitoring of actions in the event of disasters (<i>please tick as appropriate</i>)	<input type="radio"/> Stand-alone plan/manual/protocol <input type="radio"/> Integrated in approved LDRRM Plan or Contingency Plan <input type="radio"/> Not available
13. The LGU has an Incident Command System (ICS)(<i>please tick as appropriate</i>)	
	<input type="radio"/> Contained in an executive order or similar issuance <input type="radio"/> No issuance
13.1 LDRRMC Chairperson trained in various levels of ICS	<input type="checkbox"/> Executive Course <input type="checkbox"/> Level I <input type="checkbox"/> Level II <input type="checkbox"/> Level III <input type="checkbox"/> Level IV

13.2 LDRRMO Head trained in various levels of ICS:	<input type="checkbox"/> Executive Course <input type="checkbox"/> Level I <input type="checkbox"/> Level II <input type="checkbox"/> Level III <input type="checkbox"/> Level IV
13.3 Number of LDRRMC members (excluding LDRRMC chairperson and LDRRMO head) trained in various levels of ICS:	
a. Level I(<i>please supply information</i>)	
b. Level II(<i>please supply information</i>)	
c. Level III(<i>please supply information</i>)	
d. Level IV(<i>please supply information</i>)	
13.4 Number of LDRRMO staff trained in various levels of ICS:	
a. Level I(<i>please supply information</i>)	
b. Level II(<i>please supply information</i>)	
c. Level III(<i>please supply information</i>)	
d. Level IV(<i>please supply information</i>)	

14. Percentage of barangays in the LGU that have approved community-based disaster risk reduction and management (CBDRRM) plans (based on accomplished Form 2F: DRRM Office) <i>(please supply information)</i>	
15. (N) The LGU has participated in and complied with the submission of requirements for the 2024 Gawad KALASAG Seal for LDRRMCOs <i>(please tick as appropriate)</i>	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not yet available
If yes, the date of the Certificate of Participation issued by the OCD Regional Office is (dd/mm/yyyy): <i>(please supply information)</i>	

[END OF DISASTER PREPAREDNESS]

Date: _____

RAT Leader

Signature over Printed Name

Agency/Organization

RAT Member

Signature over Printed Name

Agency/Organization

RAT Member

Signature over Printed Name

Agency/Organization

Official Release of this Form:

(Please affix release stamp of DILG RO/PO here)