



EXECUTIVE ORDER NO. 35

Series of 2025

FURTHER RECONSTITUTING THE MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL (MDRRMC) OF THE MUNICIPAL GOVERNMENT OF LOS BAÑOS

WHEREAS, Section 11 of Republic Act No. 10121, otherwise known as the “Philippine Disaster Risk Reduction and Management Act of 2010,” mandates the organization of Local Disaster Risk Reduction and Management Councils (LDRRMCs) at the provincial, city, and municipal levels;

WHEREAS, RA 10121 directs the LDRRMCs to ensure a comprehensive, multi-sectoral, inter-agency, and community-based approach to Disaster Risk Reduction and Management;

WHEREAS, the law emphasizes the adoption of the four Disaster Risk Reduction and Management (DRRM) thematic areas: (1) Disaster Prevention and Mitigation, (2) Disaster Preparedness, (3) Disaster Response, and (4) Disaster Rehabilitation and Recovery;

WHEREAS, Department of the Interior and Local Government Memorandum Circular No. 2010-143 dated December 9, 2010 with the subject: Local Disaster Risk Reduction and Management Council provides the guidelines on the institutionalization of local DRRM structures;

WHEREAS, Executive Order No. 137, s. 2021 dated May 24, 2021 entitled: Accelerating and Harmonizing Aid and Humanitarian Operations of the National Government during Disasters and Emergencies provides for the strengthening of institutional arrangements for DRRM;

WHEREAS, the National Disaster Risk Reduction and Management Council has issued several circulars and guidelines on the use Incident Command System (ICS) and the 4 Pillars of DRRM;

WHEREAS, the integration of the ICS into local disaster protocols ensures clarity in command, roles, and response coordination;

WHEREAS, the complexity of emerging risks, hazards, and disasters necessitates the reorganization of the MDRRMC of Los Baños to include strengthened functional assignments, clear accountability, and sectoral alignment;

WHEREAS, there is a need to reorganize the MDRRMC due to the change in administration as a result of the May 12, 2025 National and Local Elections and the selection of new civil society organization representatives;

NOW, THEREFORE, I, NEIL ANDREW N. NOCON, Municipal Mayor of the Municipality of Los Baños, Province of Laguna, by virtue of the powers vested in me by law, do hereby order the further reconstitution of the Municipal Disaster Risk Reduction and Management Council, to wit:

Section 1. COMPOSITION. The Municipal Disaster Risk Reduction and Management Council (MDRRMC) shall be composed of the following

Chairperson:	Hon. Neil Andrew N. Nocon Municipal Mayor
Authorized Representative of the Chair:	Atty. Virgilio A. Tiongson, Jr. Municipal Administrator
Vice Chairperson for Administration:	Engr. Ricky R. Estopace Municipal Engineer
Vice Chairperson for Operations:	FSINSP Maricris G. Rodriguez BFP Fire Marshal
Members	
Mr. Anatoly M. Guinto	EAV/Chief of Staff/ OIC-MGSO
Hon. Benedicto S. Alborida	Municipal Councilor, Committee on Peace and Order and Human Rights
Hon. Gaudencio P. Macatangay	Liga ng mga Barangay President
Mr. Ronell B. Alcachupas	Municipal Accountant
Ms. Cheryll L. Gonzales	Municipal Agriculturist
Ms. Joyce Ann Mae L. Del Valle	Acting Municipal Budget Officer
Dr. Alvin A. Isidoro	Municipal Health Officer
Ms. Twila T. Torres	MPDC
Ms. Hanna Erika E. Laviña	MSWDO
Ms. Maria Luisa G. Diaz	Municipal Treasurer
Ms. Karen L. Mercado	Designated GAD Officer
Ms. Madeleine M. Alforja	Designated MNAO
Ms. Cynthia N. Quintans	MDRRMO Head
Ms. Karen Joy B. Coronado	MUDHO Head
Mr. Joseph Mario M. Navasero	OIC-MENRO/CCA
Mr. John Marvin S. Canaria	PIO Head
Mr. Edilco C. Abad	Public Services Officer II
Ms. Soledad S. Villanueva	DepEd District Supervisor
Mr. Venerando U. Garcia	DENR/OIC-PENRO Head
Ms. Emelita P. Bagsit	DOST Regional Director
Engr. Napoleon T. Abril	DPWH District Engineer
Ms. Michiko R. Escalante	DILG-MLGOO
PLTCOL John Eric B. Antonio	PNP Chief of Police
Dr. Jose V. Camacho Jr.	UPLB Chancellor
LTC. Jocelyn F. Tioaquin CE-(GSC)	Commanding Officer, 564 Eng'g Construction Battalion
Col. Ramil B. Anoyo	Commanding Officer GC 4RCDG INF (GSC) PA
PO2 John Jayzer M. Nizal	PCG - Sub-Station Commander (CGSS) - Los Baños
Mr. Lawrence C. Abueg	MERALCO General Manager
Ms. Arianne Italia-Patricio	LARC General Manager
Civil Society Organization (CSO) Representatives:	
Community Volunteers Organization (CVO) Los Baños, Inc.	
Niño L. Milar	Principal Representative
Rolando L. Escritor	Alternative Representative

KBNet Malaya Laguna, Inc.

Vicente L. Infante Jr. Principal Representative
Rollie N. Patani Alternative Representative

Los Banos Safety and Emergency Team (LOBSET), Inc.

Luisito R. Arcillas Principal Representative
Marlon C. Manila Alternative Representative

Philippine Riders Community Group of Los Baños

Allan F. Villegas Principal Representative
Jennit Triñanes Alternative Representative

United Kabalikat Civicom (aka Kabalikat Civicom) - Los Baños Chapter

Ronald G. San Valentin Principal Representative
Bryan Badillo Alternative Representative

Secretariat: Municipal Disaster Risk Reduction and Management Office

Head	Cynthia N. Quintans	MDRRMO Head
Members	Miladelle G. Siman	Admin Aide

Section 3. OBJECTIVES. The MDRRMC shall have the following objectives:

1. To enhance organizational functionality for efficient disaster governance.
2. To align duties with the four DRRM thematic areas as mandated under RA 10121.
3. To adopt and institutionalize the Incident Command System (ICS) to ensure effective disaster response.
4. To ensure participatory and inclusive disaster risk reduction planning, involving all relevant stakeholders.
5. To strengthen disaster resilience and adaptive capacities of communities within the Municipality of Los Baños.

Section 4. DUTIES AND RESPONSIBILITIES. The MDRRMC shall perform the following:

1. Develop and implement the Local DRRM Plan (LDRRMP).
2. Approve and monitor implementation of DRRM-related programs, projects, and activities.
3. Facilitate and coordinate DRRM efforts with national agencies, CSOs, NGOs, academe, and the private sector.
4. Advise the Sangguniang Bayan on DRRM and Climate Change Adaptation (CCA) policies and ordinances.
5. Mobilize resources and manage DRRM funds for all four thematic areas.
6. Ensure integration of DRRM and CCA into local development planning.
7. Activate and oversee the Local Incident Command System (ICS) during disasters or emergencies.
8. Support barangay DRRM committees (BDRRMCs) and build their capacities.

Section 5. ALIGNMENT WITH THE FOUR DRRM THEMATIC AREAS. The MDRRMC shall organize itself and assign functions accordingly:

1. Disaster Prevention and Mitigation

- Lead: MO, MEO, MPDC, MENRO, MUDHO, DOST, DPWH, DENR
- Duties:
 - Conduct risk assessments and hazard mapping
 - Recommend infrastructure and land-use policies
 - Promote environmental and climate adaptation programs

2. Disaster Preparedness

- Lead: MDRRMO, DILG, DepEd, PNP, BFP, PCG, CSOs
- Duties:
 - Conduct drills, simulations, IEC campaigns
 - Prepare contingency plans and early warning systems
 - Organize and train Community Emergency Response Teams (CERTs)

3. Disaster Response

- Lead: MDRRMO, MSWD, MHO, MEO, GSO, PNP, BFP, Red Cross
- Duties:
 - Activate ICS during emergencies
 - Coordinate search and rescue, relief, and evacuation operations
 - Establish incident command posts and emergency shelters

4. Disaster Rehabilitation and Recovery

- Lead: MO, LFC, MEO, GAD, CSOs
- Duties:
 - Conduct damage assessments and needs analysis
 - Mobilize recovery resources and technical support
 - Rebuild infrastructure and restore essential services

Section 6. INCIDENT COMMAND SYSTEM (ICS) INTEGRATION. The MDRRMC shall implement the Incident Command System (ICS) in accordance with NDRRMC standards. ICS will:

- Ensure unity of command, clarity of roles, and efficiency in emergency Operations.
- Identify the Incident Commander (IC) based on incident type and location.
- Establish functional sections (Operations, Planning, Logistics, Finance) with assigned leads.
- Enable rapid activation of Emergency Operations Centers (EOCs).

Section 7. MEETINGS. The MDRRMC shall meet quarterly on the day, time and place agreed upon by the members. The majority of the Council shall constitute a quorum for it to exercise its power and perform its duties.

Section 8. SECRETARIAT. The Secretariat of the MDRRMC shall be the Municipal Disaster Risk Reduction and Management Office. The secretariat shall be responsible for providing technical support, documentation of proceedings, preparation of reports and such other assistance as may be required in the discharge of its functions.

Section 9. SEPARABILITY AND EFFECTIVITY. If any provision in this resolution is declared unconstitutional or invalid, the remaining provisions shall remain in full force and effect.

Section 10. EFFECTIVITY. This Order shall take effect immediately.

DONE this 9th day of September, 2025 at Los Baños, Laguna


HON. NEIL ANDREW N. NOCON
Municipal Mayor