



Republic of the Philippines
Office of the City Mayor
City of Naga, 4400



EXECUTIVE ORDER NO. 2019-036
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CREATION OF A MULTI-AGENCY COORDINATION GROUP, ACTIVATION OF JOINT OPERATIONS CENTER AND INCIDENT MANAGEMENT TEAMS, AND THE ADOPTION OF THE INCIDENT MANAGEMENT SYSTEM TO ENSURE THE PEACEFUL AND SUCCESSFUL CONDUCT OF THE 2019 PEÑAFRANCIA FIESTA CIVIC AND RELIGIOUS ACTIVITIES

WHEREAS, devotees, pilgrims, guests and visitors numbering to millions converge every year in the City of Naga for the month-long celebration of the Peñafrancia Fiesta;

WHEREAS, Presidential Executive Order No. 33, Series of 2010, has declared Naga City as a Pilgrimage Capital of the country and has instructed that "programs and activities instituted during the Peñafrancia Festival must be conducted in an atmosphere of peace and order that must be assisted and maintained by the government, and that the solemnity and sensitivity of the nature and character of the festivities must be preserved";

WHEREAS, due to the risks involved in the influx of millions of visitors and pilgrims, there is a need to establish mechanisms that will ensure that there is an effective and efficient command, control, coordination, collaboration and communication system during the said festivity;

NOW THEREFORE, I, NELSON S. LEGACION, Mayor of the City of Naga, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. MULTI-AGENCY COORDINATION GROUP. The Peñafrancia Festival Multi-agency Coordination Group (MAC Group) is hereby created consisting of agency administrators or executives or their designees from the following agencies who are authorized to represent or commit agency resources and funds in support of incident activities:

I. CITY GOVERNMENT OF NAGA

1. Public Safety Office
2. City Engineer's Office
3. Solid Waste Management Office
4. City Events, Protocol and Public Information Office
5. City Disaster Risk Reduction and Management Office
6. City Environment and Natural Resources Office
7. City Parks and Recreational Facilities Management Office
8. Arts, Culture and Tourism Office



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9. Naga City Hospital

II. ARCHDIOCESE OF CACERES

10. Office of the Archbishop
11. Office of the Vicar-General
12. Archdiocesan Shrine and Parish of the Our Lady of Peñafrancia
13. St. John the Evangelist Parish
14. Basilica Minore of Our Lady of Peñafrancia
15. Holy Cross Parish
16. CIVICOM I-Share
17. Cofradia de San Jose

III. NATIONAL/REGIONAL GOVERNMENT AGENCIES

18. Office of the Civil Defense V
19. 9th Infantry Division, Philippine Army
20. Naval Forces Southern Luzon, Philippine Navy
21. Tactical Operations Group V, Philippine Air Force
22. Philippine National Police Regional Office V
23. Naga City Police Office
24. Camarines Sur Police Provincial Office
25. PNP Highway Patrol Group V
26. PNP Maritime Group
27. Department of Education V
28. Naga City Schools Division
29. Department of Public Works and Highways
30. Bureau of Fire Protection V
31. Naga City Central Fire Station
32. Philippine Coast Guard V
33. Department of Health V
34. Bicol Medical Center
35. Land Transportation Office

IV. COOPERATING AGENCIES

36. Philippine Information Agency
37. Kabalikat Civicom
38. Philippine Red Cross
39. Camarines Sur Electric Cooperative II
40. Metro Naga Water District
41. Naga City Hall Press Corps

SECTION 2. MAC FUNCTIONS. The MAC Group shall act as a policy-making body, supporting resource prioritization and allocation as well as enabling decision-making among elected and appointed officials and those responsible for managing the incident.



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SECTION 3. MAC MEETINGS. The MAC Group shall hold its meetings, at the call of Responsible Officials or their duly authorized representative, at the Blue Room which will also serve as the Joint Operations Center in order to authorize additional resources, approve emergency authorities, and provide guidance on emerging issues.

SECTION 4. MEMORANDUM OF AGREEMENT. Members of the MAC Group shall formalize its assistance and/or cooperation commitment through a Memorandum of Agreement stipulating therein the limits, interoperability and mechanisms of obtaining assistance in the form of personnel, equipment, materials, and other associated services which are intended for the rapid, short-term deployment of support prior to, during, and/or after an incident or event.

SECTION 5. JOINT OPERATIONS CENTER. Joint Operation Center (JOC) is also established which shall take charge of the coordination of information and resources to support incident management (on-scene operations) activities. **Mr. Renne F. Gumba**, Executive Officer of the Public Safety Office and **Mr. Ernesto B. Elcamel**, City Disaster Risk Reduction and Management Officer, are hereby designated as JOC Manager and Deputy JOC Manager, respectively. Specifically, the JOC shall:

1. Collect and share essential information that may provide a shared and holistic picture of an incident between all incident personnel;
2. Identify policy issues and communicate policy decisions of the MAC Group to the Incident Management Teams;
3. Assist the Incident Management Teams in resolving communication challenges through communication resource requests or by communicating policy decisions of the MAC group;
4. Support the Incident Management Teams by understanding resource requests, acquiring the needed resources, and ensuring that the resources are delivered to the Incident. Resources can include people, teams, facilities, equipment, and supplies required for a response;
5. Assist the Incident Management Teams on tactical planning;
6. Serve as conduit of Incident Management Teams to the responsible officials and MAC Group in tapping financial or administrative support;

SECTION 6. JOC OPERATION. The JOC shall be manned 24/7 by competent personnel that will be committed by MAC member-agencies from the time of activation until its deactivation.

SECTION 7. CLUSTERS AND GROUPS. The Joint Operation Center shall have the clusters and groups headed by Coordinators as may be designated by the JOC Manager or chosen by member agencies, whichever is applicable, but not limited to:



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I. GROUPS

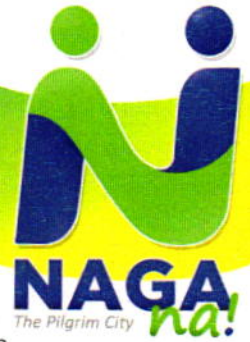
- a. Report Development Group
 - i. Responsible for the production of meeting materials, forms, and reports; and,
 - ii. Ensure the availability of all equipment and facilities needed for the operation and monitoring of events and incidents
- b. Liaison and Volunteer Coordination Group
 - i. Ensure effective coordination among agencies; and,
 - ii. Accredite and distribute volunteer groups to clusters.

II. CLUSTERS

- a. Security and Public Safety Cluster
 - i. Take charge of formulating a security, traffic management, fire suppression, hazardous materials response and public safety plans; and,
 - ii. Allocate and deploy security, traffic and safety personnel requested by Incident Management Teams (IMT)
- b. Medical Cluster
 - i. Take charge of formulation and implementation of medical response, ambulance and advance medical post deployment plan, including the coordination with all medical institutions in responding to emergencies during the festivity; and,
 - ii. Allocate personnel requested by IMTs.
- c. Water Cluster
 - i. Cause the formulation and implementation of a water safety plan; and,
 - ii. Allocate personnel and water assets needed by IMTs for water search and rescue and conduct of monitoring activities.
- d. Air Cluster
 - i. Take charge of personnel and air assets allocation requested by Incident Management Teams.
- e. Support and Utility Cluster
 - i. Support JOC operations through the facilitation of assessment and restoration of damaged water, electricity and utilities infrastructure systems; and
 - ii. Provide technical support to JOC and IMT Operations.
- f. Public Information Cluster
 - i. Cause the development and delivery of coordinated inter-agency messages;
 - ii. Develop and execute public information plans and strategies;
 - iii. Control misinformation and the circulation of inaccurate information that may cause public alarm and panic; and,
 - iv. Deploy Public Information Officers to Incident Management Teams who will be in charge of disseminating information specific to the event they will be assigned.



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SECTION 7. RESPONSIBLE OFFICIALS. For purposes of the Peñafrancia Festival Celebration, it shall be understood that the City Mayor and the Archbishop are the Responsible Officials for civic/city government-organized events and church/religious activities, respectively. They shall provide the policy directions and strategic objectives, the mission and authority to achieve the over-all priorities in the conduct of operations.

SECTION 8. INCIDENT MANAGEMENT TEAMS. To ensure effective on-scene management of civic and religious events, Incident Management Teams are hereby authorized to be activated. Preferably, the Command and General Staff shall be composed of personnel who have underwent Incident Command System (ICS) trainings or have been part of ICS-driven simulation exercises.


SECTION 9. INCIDENT MANAGEMENT SYSTEM. The concepts of the Incident Command System set forth under existing circulars of the National Disaster Risk Reduction and Management Council and the Office of the Civil Defense shall be adopted in the operations and dealings of the Multiagency Coordination Group, Joint Operation Center and Incident Management Teams.

SECTION 10. EFFECTIVITY. This Executive Order shall be effective immediately.

Issued this 14th day of August, Two Thousand and Nineteen in the City of Naga, Philippines.


NELSON S. LEGACION
City Mayor

Attested by:


FRANCISCO M. MENDOZA
City Administrator