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### CONSTITUTING THE PUBLIC HEALTH EMERGENCY OPERATIONS CENTER, PUBLIC HEALTH EMERGENCY RESPONSE TEAMS AND HOSPITAL HEALTH EMERGENCY RESPONSE TEAM IN NAGA CITY

WHEREAS, the World Health Organization has acknowledged that public health emergencies can arise from a wide range of cases, including outbreaks of contagious and life-threatening diseases, natural disasters, and chemical contamination of the environment and radiation;

WHEREAS, the world's experience on the COVID-19 pandemic has shown that, indeed, at any time, an unprecedented challenge to public health may arise;

WHEREAS, to better respond to public health emergencies, the Department of Health has established the National Policy on Disaster Risk Reduction and Management in Health, which provided strategies for disaster risk reduction and management across all levels of the health system;

WHEREAS, among the strategies identified by the Department of Health is the timely mobilization and deployment of appropriate Health Emergency Response Teams to reduce the impact of an emergency or disaster on the delivery of essential health services;

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

SECTION 1. PUBLIC HEALTH EMERGENCY OPERATIONS CENTER, PUBLIC HEALTH EMERGENCY RESPONSE TEAMS AND HOSPITAL HEALTH EMERGENCY RESPONSE TEAM. The Public Health Emergency Operations, Public Health Emergency Response Teams (HERTs) and Hospital HERT for the City of Naga are hereby constituted, with the following compositions:

NAME	POSITION	DESIGNATION	
Public Health Emergency Ope	erations Center		
Dr. Ronaldo T. Amoranto	City Health Officer	EOC Manager	
Dr. Ronnel Mejaro	Medical Officer III	Planning	
Dr. Erlie Arvin P. Cabral	Medical Officer III	Operations	
Ms. Leah M. Licup-Periña	Supervising Health Program Officer	Logistics	

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Ms. Maria Concepcion Madridano	Administrative Staff	Finance/Administrative
Public Health Emergency Respo		
Dr. Erlie Arvin P. Cabral		DDDIGWIG
	Medical Officer III	DRRM-H Manager
Ms. Leah M. Licup-Periña	Supervising Health Program Officer	DRRM-H Asst. Manager
Ms. Rosemarie Zuniega	Nutritionist-Dietitian	Program Manager, Nutrition in Emergencies
Engr. Regine M. Villanueva	Sanitary Engineer	Program Manager, Water, Sanitation and Hygiene in Emergencies
Dr. Kimberly Labayane	Medical Officer III	Program Manager, Mental Health and Psychosocial Support
Dr. Ronnel P. Mejaro	Medical Officer III	Surveillance Officer (City Epidemiology and Surveillance Unit (CESU)
Ms. Maria Nelia V. Benito	Health Education and Promotions Officer	Risk Communication and Health Promotions Designate
Ms. Maria Divina Corazon G. Onza	Supervising Health Program Officer	Program Manager, FHSIS Coordinator
Ms. Maria Concepcion Madridano	Administrative	Financial/Administrative Support
Hospital Health Emergency Res	ponse Teams	
Dr. Joseph S. Sanchez, MHSA, FPCHA	Chief of Hospital II	Hospital DRRM-H Manager
Mr. Jommer F. Arindain, MSDRM	Administrative Aide I	Hospital DRRM-H Asst. Manager
Mr. Wilbert b. Samonte	Nurse I	EMT-B Member 1
Mr. Dondy V. Sinosin, CSPE, MHA	Administrative Officer I	Head – Health Information Management Unit
Mr. Nicko V. Relato, RM	Nursing Attendant	Logistics

**SECTION 2. PUBLIC HEALTH EMERGENCY OPERATION.** The following are the specific functions of the officers of the Public Health Emergency Operations Center:

# Public Health Emergency Operations Manager

- a. Oversee the management of EOC
- b. Collect, gather and analyze public health data
- c. Represent EOC in ICS meetings and other related meeting
- d. Approve and disseminate generated reports/information
- e. Coordinate all actions related to the health response





### Planning Section Chief

- a. Collect and validate data to analyze and plan future activities
- b. Prepare/generate necessary reports and/or compile relevant reports
- c. Maintain resource status
- d. Convene and facilitate EOC Planning Meetings
- e. Prepare daily briefing sessions

#### **Operations Section Chief**

- a. Facilitate coordination activities, such as but not limited to the mobilization of resources (human and non-human) and provide other technical guidance
- b. Maintain inventory list of resources
- c. Coordinate operations to support Incident Action Plan

#### Logistics Section Chief

- a. Manage and provide resources needed to support EOC through tracking, storing, maintaining and disposing of material resources required for response
- b. Update inventory of resources

### Financial/Administrative Section Chief

- a. Prepare for EOC meetings
- b. Facilitate budget preparation and manage cash flows, tracking and monitoring of expenditures and resource cost (human and non-human)
- c. Reproduce materials for EOC meetings

The Public Health EOC on the COVID-19 pandemic and health emergencies/disasters shall be the City Health Officer and shall be supported/equipped with the necessary resources/logistics from the CDRRMO. Moreover, its authorized staff that delivers the necessary functions/services shall receive the proper orientation/training and benefit for the system's continued operations until deactivation subject to the usual accounting and auditing regulations.

**SECTION 3. PUBLIC HEALTH EMERGENCY RESPONSE TEAMS.** The Public Health Emergency Response Teams (HERTs) shall have the following functions:

- 1. Conduct assessment to validate and monitor situation in the first 24 hours; assess magnitude of the event and health situation; and determine health capability to cope with the situation.
- 2. Provide promotive, preventive, and curative health services at evaluation centers and community as a team, through conduct of activities, such as:

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- a. Medical consultations and definitive treatment of primary level acute cases/conditions and continuity care of chronic conditions
- b. Basic outpatient (primary) care for all ages
- c. Vaccination/immunization
- d. Assessment and provision of SRH, Nutrition, WASH and MHPS services
- e. Surveillance activities (c/o CESU)
- f. Health Promotion Services (c/o LHPU)
- g. Others
- 3. Generate reports on monitoring, services deployed and/or logistics provided including post mission reports/final reports.

SECTION 4. HOSPITAL HEALTH EMERGENCY RESPONSE TEAM. The Hospital Health Emergency Response Team shall have the following functions:

- 1. Manage cases especially in relation to health emergencies/trauma or in mass casualty incidents (MCIs)
- 2. Work with the Incident Commander in MCI and handle the Advanced Medical Post in providing triage, treatment, and proper transport of patients to the nearest appropriate facilities.
- 3. Lead in the setting up of temporary health facilities or field hospital.
- 4. Performing such other duties and functions as may be necessary for the general welfare.

SECTION 5. This Executive Order shall take effect immediately.

Issued this 22<sup>nd</sup> day of November, Two Thousand and Twenty-Three in the City of Naga, Philippines.



Attested by:

ELMER S. BALDEMORO City Administrator