



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

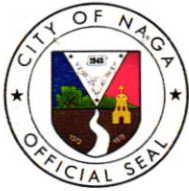


Ms. Maria Concepcion Madridano	Administrative Staff	Finance/ Administrative
Public Health Emergency Response Teams		
Dr. Erlie Arvin P. Cabral	Medical Officer III	DRRM-H Manager
Ms. Leah M. Licup-Periña	Supervising Health Program Officer	DRRM-H Asst. Manager
Ms. Rosemarie Zuniega	Nutritionist-Dietitian	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 Response 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



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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.

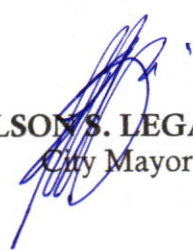
SECTION 4. HOSPITAL HEALTH EMERGENCY RESPONSE TEAM.

The Hospital Health Emergency Response Team shall have the following functions:

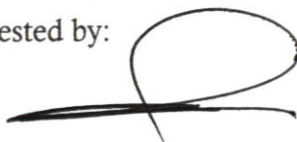
1. Manage cases especially in relation to health emergencies/trauma or in mass casualty incidents (MCIs)
2. Work with the Incident Commander in MCI and handle the Advanced Medical Post in providing triage, treatment, and proper transport of patients to the nearest appropriate facilities.
3. Lead in the 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 22nd day of November, Two Thousand and Twenty-Three in the City of Naga, Philippines.


NELSON S. LEGACION
City Mayor

Attested by:



ELMER S. BALDEMORO
City Administrator