Republic of the Philippines
**QUEZON CITY COUNCIL**
Quezon City
20th City Council

*PO20CC-224*

*57th Regular Session*

*ORDINANCE NO. SP-2688, S-2018*

*AN ORDINANCE INSTITUTIONALIZING THE USE OF THE INCIDENT COMMAND SYSTEM (ICS) AS AN ON-SCENE DISASTER RESPONSE AND MANAGEMENT MECHANISM.*

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*Introduced by Councilor RAMON P. MEDALLA.*
*Co-Introduced by Councilors Anthony Peter D. Crisologo, Lena Marie P. Juico, Elizabeth A. Delarmente, Victor V. Ferrer, Jr., Oliviere T. Belmonte, Alexis R. Herrera, Precious Hipolito Castelo, Voltaire Godofredo L. Liban III, Ranulfo Z. Ludovica, Estrella C. Valmocina, Roderick M. Paulate, Allan Benedict S. Reyes, Gian Carlo G. Sotto, Kate Abigael G. Coseteng, Franz S. Pumaren, Eufemio C. Lagumbay, Marvin C. Rillo, Raquel S. Malañgen, Irene R. Belmonte, Marra C. Suntay, Hero Clarence M. Bautista, Jose A. Visaya, Karl Edgar C. Castelo, Julienne Alyson Rae V. Medalla, Godofredo T. Liban II, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Diorella Maria G. Sotto, Donato C. Matias, Eric Z. Medina and Ricardo B. Corpuz.*

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*WHEREAS, one of the most important 'best practices' that has been incorporated into the National Incident Command System (NIMS) is the Incident Command System (ICS), a standard, on-scene, all-hazards incident management system already in use by firefighters, hazardous materials teams, rescuers and emergency medical teams. The ICS has been established by the NIMS as the standardized incident organizational structure for the management of all incidents;*

*WHEREAS, the National Disaster Risk Reduction And Management Council (NDRRMC) issued Memorandum Circular No. 4, S-2012, an implementing guidelines on the use of Incident Command System (ICS) as an On-Scene Disaster Response and Management Mechanism under the Philippine Disaster Risk Reduction and Management System (PDDRMS);*

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*WHEREAS, the Department of the Interior and Local Government (DILG) issued Memorandum Circular No. 2015-76 to all Provincial Governors, City Mayors, Municipal Mayors, Punong Barangays, Regional Governors of ARMM, DILG-ARMM Regional Secretary, DILG Regional Directors and all others concerned to establish the Incident Command System (ICS) as an on-scene response management mechanism which is to be activated in response to disasters or emergencies;*

*WHEREAS, the Incident Command System (ICS) is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure;*

*WHEREAS, it is a fundamental form of management with the purpose of enabling incident managers to identify the key concerns associated with the incident—often under urgent conditions—without sacrificing attention to any component of the command system;*

*WHEREAS, institutionalizing the Incident Command System (ICS) means that the city officials, incident managers and emergency organizations at all jurisdictional level shall adopt the Incident Command System (ICS) that will appropriately delegate to the Unified Commanders the authority to manage the incident.*

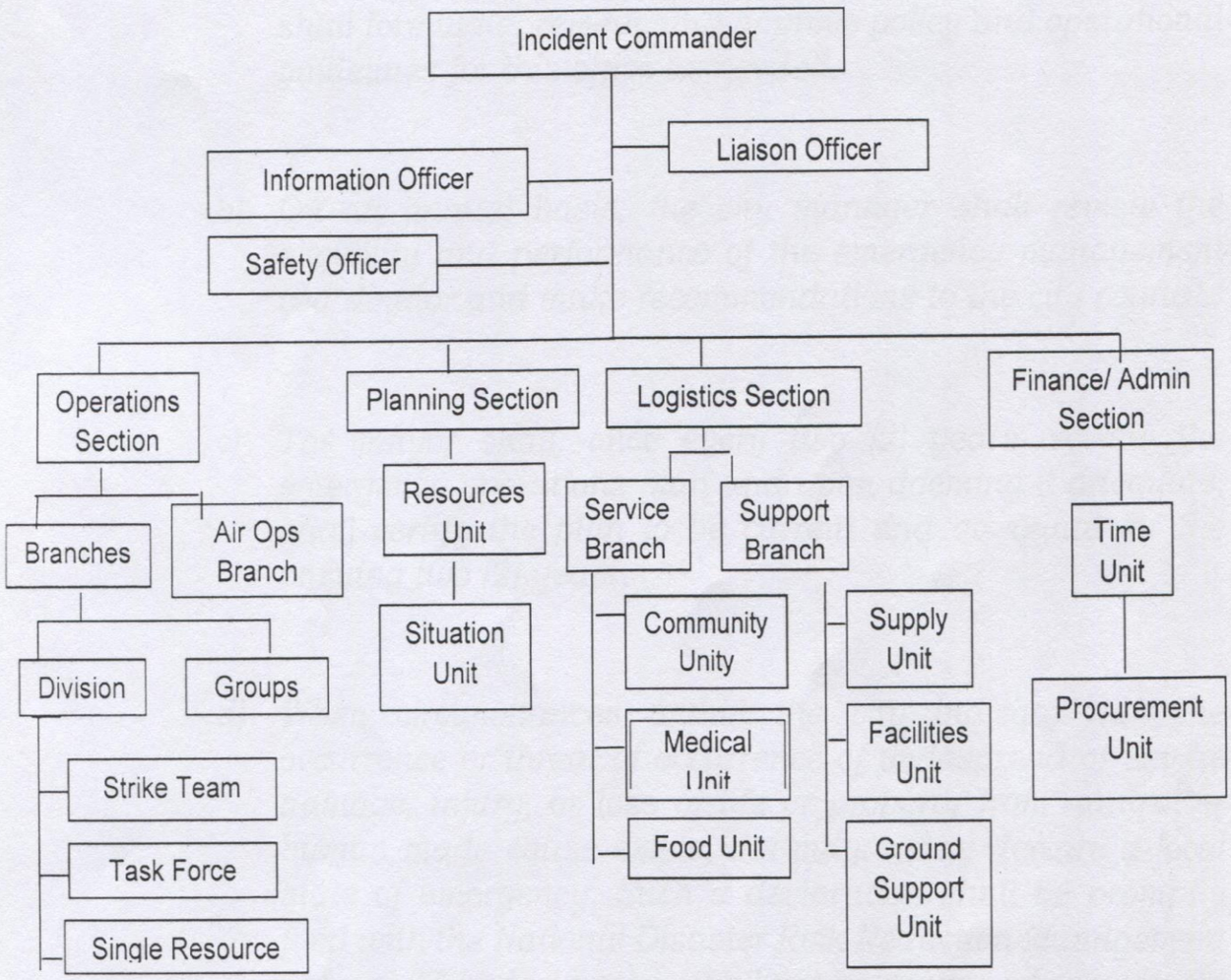
*NOW, THEREFORE,*

*BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:*

*SECTION 1. SHORT TITLE – This Ordinance shall be known as the "Incident Command System (ICS) of Quezon City".*

*SECTION 2. INCIDENT COMMAND SYSTEM (ICS) – The Incident Command System (ICS) is a standardized approach, on-scene all hazard incident management concept that enables a coordinated response among various jurisdiction and agencies. It also establishes common processes for planning and management of resources as well as allows for integration within a common organizational structure.*

*SECTION 3. INCIDENT COMMAND SYSTEM (ICS) ORGANIZATIONAL CHART – It is hereby created as:*




*SECTION 4. ADOPTION OF INCIDENT COMMAND SYSTEM (ICS) IMPLEMENTING GUIDELINES – The Local Government Unit of Quezon City shall adopt the Implementing Guidelines on the use of Incident Command System (ICS) as On-Scene Disaster Response and Management Mechanism under the Philippine Disaster Risk Reduction and Management System (PDRRMS).*

*SECTION 5. POWERS AND DUTIES*

I. *THE INCIDENT COMMANDER (IC) – shall be responsible for all ICS management functions until delegated. The Mayor, City Manager, Emergency Management Coordinator shall have the following powers/ duties:*

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a) *The city manager shall supervise the activities of the emergency management office on a continuous basis. With the advice and consent of the city council, the city manager shall formulate, review, and approve policy and operational guidelines for this office as needed.*

b) *On an annual basis, the city manager shall review the eligibility and performance of the emergency management coordinator and make recommendations to the city council.*

c) *The mayor shall, once every two (2) years, review the emergency operations plan and upon deeming it adequate, shall certify the plan to be current and adequate for the ensuing two (2) years.*

d) *When circumstances within the city indicate that the occurrence or threat of occurrence of widespread or severe damage, injury, or loss of life or property from natural or human made cause exists, the mayor may declare a local state of emergency. Such a declaration shall be promptly filed with the National Disaster Risk Reduction Management Council. This declaration shall not be continued or renewed for a period in excess of seven (7) days except with the consent of the city council.*

e) *If the mayor invokes such power and authority, the mayor shall, as soon as reasonably expedient, convene the city council for one or more emergency meetings to perform its normal legislative and administrative duties as the situation demands, and will report to that body relative to emergency activities. Nothing in this chapter shall be construed as abridging or curtailing the powers of the city council unless specifically provided.*

II. *THE INFORMATION OFFICER – shall develop and release information about the incident to the news media, incident personnel, and other appropriate agencies and organizations.*

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III. *SAFETY OFFICER – shall develop and recommend measures to the IC for assuring personnel health and safety and to assess and/or anticipate hazardous and unsafe situations. The Safety Officer also develops the Site Safety Plan, reviews the Incident Action Plan for safety implications, and provides timely, complete, specific, and accurate assessment of hazards and required controls.*

IV. *LIAISON OFFICER – shall serve as the point of contact for assisting and coordinating activities between the Incident Commander and various agencies and groups. This may include Congressional personnel, local government officials, and criminal investigating organizations and investigators arriving on the scene.*

IV. *THE OPERATIONS SECTION – shall be responsible for the management of all operations directly applicable to the incident at hand.*

VI. *PLANNING SECTION – shall be responsible for collecting, evaluating, and disseminating the tactical information related to the incident, and for preparing and documenting incident action plans (IAPs).*

VII. *LOGISTICS SECTION – shall be responsible for providing facilities, services, and materials for the incident response.*

VIII. *FINANCIAL/ADMINISTRATION SECTION – shall be responsible for all financial, administrative, and cost analysis aspects of the incident.*

*SECTION 6. REPEALING CLAUSE – All City Ordinances, Executive Orders and Resolutions inconsistent herewith are hereby repealed and/or modified accordingly.*

*SECTION 7. SEPARABILITY CLAUSE – If for any reason any part of this ordinance shall be held unconstitutional or invalid, other parts hereof which are not affected thereby shall continue to be in full force and effect.*

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*SECTION 8. EFFECTIVITY CLAUSE – This Ordinance shall take effect fifteen (15) days after the approval of this ordinance.*

*ENACTED: March 5, 2018.*

MA. JOSEFINA G. BELMONTE
City Vice Mayor
Presiding Officer

*ATTESTED:*

Atty. JOHN THOMAS S. ALFEROS III
City Secretary

APPROVED: 18 APR 2018

HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

*This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on March 5, 2018 and was PASSED on Third/Final Reading on March 19, 2018.*

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Atty. JOHN THOMAS S. ALFEROS III
City Secretary