



Republic of the Philippines
Province of Cavite
City of Imus

OFFICE OF THE CITY MAYOR

EXECUTIVE ORDER NO. 034
Series of 2024

**AN ORDER CREATING THE IMUS CITY RAPID DAMAGE ASSESSMENT AND
NEEDS ANALYSIS (RDANA) TEAM, DEFINING ITS DUTIES, FUNCTIONS,
AND OTHER PURPOSES**

WHEREAS, the City of Imus, owing to its geographical location, is vulnerable to natural hazards such as typhoons, floods, liquefactions, earthquakes, monsoons, and other possible natural hazards and human-induced hazards;

WHEREAS, under Republic Act No. 10121, otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010, and its Implementing Rules and Regulations (IRR), the Local Disaster Risk Reduction and Management Councils (LDRRMCS), in coordination with the Office of Civil Defense (OCD), are mandated to institutionalize the Rapid Damage Assessment and Needs Analysis (RDANA) as a tool for disaster response;

WHEREAS, early and immediate identification of the needs of the affected population is highly important;

WHEREAS, in order to have a quick presentation of the impacted areas and the general situation, thereat an RDANA Team shall be deployed in the affected areas to do an immediate assessment of the situation on the ground, specifically to: (1) determine the type and extent of damages brought about by the disaster including its secondary threats and the critical needs of the affected population and the local response capacities, (2) do information sharing among different government agencies and most importantly, (3) establish coordination among concerned agencies, stakeholders, and the community before and after every disaster at all levels;

WHEREAS, the accuracy of the data pertaining to the emerging need and recovery planning greatly affects and influences the response and rehabilitation /recovery measures and recommend actions which are mandated to be delivered and performed RDANA Report within the first 72 hours after the occurrence of the incidence;



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NOW, therefore, I, HON. ALEX L. ADVINCULA, City Mayor of the City of Imus, Cavite, by virtue of the powers vested in me by law, do hereby order of the following:

Section 1. CREATION OF THE IMUS CITY RAPID /POST DAMAGE ASSESSMENT AND NEEDS ANALYSIS (RDANA) TEAM- There is hereby created a Rapid Damage Assessment and Needs Analysis (RDANA) Team to be immediately deployed after every incident, be it natural or human-induced hazards. The said team shall assess the onset of the disaster which will serve as a determining tool for the quick provision of relief and response requirements.

Section 2. COMPOSITION- The composition of the RDANA Team is hereby constituted as follows:

Over-all Coordinator:

Ms. Marisel R. Cayetano
Head, City Disaster Risk Reduction and Management Office (CDRRMO)

Lead Agency on Families / Individuals Affected:

Ms. Josephine G. Villanueva
Head, City Social Welfare and Development Office (CSWDO)

Lead Agency on Agricultural Damage:

Mr. Robert R. Marges
Head, City Agricultural Services Office

Lead Agency on Infrastructure Damage:

Engr. Christian Mervin S. Sarno
Head, City Engineering Office

Lead Agency on Poultry and Livestock Affected:

Dr. Maribel D. Reyes
Head, City Veterinary Services Office

Lead Agency on Emerging and Re-emerging Infectious Diseases:

Dr. Ferdinand P. Mina
Head, City Health Office



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(a.) Members of the RDANA Team shall include manpower that has completed RDANA Training from the prior and/or current year of deployment;

(b.) Members of the RDANA Team shall include manpower from declared member departments, offices, and units of the City Government of Imus as listed below:

Members:

City Disaster Risk Reduction and
Management Office:

Mr. Ronyl O. Barias

Ms. Charis Eirene S. San Jose

Ms. Ma. Cristina M. Saria

Mr. Francis Sergius B. Catarig

Mr. Reinhold P. Acacio

Ms. Mary France C. Acacio

Ms. Abbie Lyn M. Robles

Mr. Joshua R. Castañeda

Mr. Jobert M. Narvaez

Mr. Mark Jeffrey B. Sauquillo

Mr. John Caesar E. Eñano

Mr. Erickson E. Estologa

Ms. Kim A. Mira

Mr. Peter Simon S. Lavarino



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Ms. Catherine M. Tosino

Mr. Jake M. Manuel

Mr. Roy E. Castronuevo

Mr. Rex D. Segotier

Mr. John Louie D. Camia

Ms. Leona L. Reyes

Ms. Vilma D. Fajardo

Mr. Mark Jason P. Abadines

Mr. John Paul O. Cantiga

Mr. Oscar T. Diaz

Mr. Louis O. Felizardo

Ms. Rieza Y. Pagelion

Ms. Darlene R. Lacson

Mr. Symoun C. Illamas

Ms. Jeanelle Francesca G. Vinluan

Ms. Hannah Lei B. Tagle

Ms. Maria Lailani D. Llamas

Mr. John Carlo E. Romero

Mr. Carl Mathew M. Bautista

City Social Welfare and
Development Office:



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	Ms. Ruby S. Pelaez
City Agricultural Services Office:	Mr. Paul John C. Rodrin
City Engineering Office:	Mr. Rowel C. Dela Cruz
	Engr. Enrico Luis M. Escobar
	Engr. Jane Ruzel J. Nacpil
	Engr. Marjonel F. Marges
	Engr. Jezreel Dan V. Gonzales
City Health Office:	Mr. Wilson F. Uy
	Ms. Julie S. Sañez
	Ms. Mary Laine S. Martinez
	Ms. Dorica Carla S. Granada
Ospital ng Imus:	Ms. Fian Rose G. Eñano
	Ms. Anna Kryzl M. Malejana
City Environment and Natural Resources Office:	Mr. Peter C. Terrado
Bureau of Fire Protection Imus City:	FO3 Jelyn C. Guerzon
	FO1 Felix B. Sodela Jr.
	Ms. Melissa Shayne E. Mendoza
	FO1 Catherine R. Macaraeg
	FO1 Steven Ehlmeron C. Pasao



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Philippine National Police Imus City: **SGT Jorlan T. Reyes**

PMSG Eleana B. Cambia

PLT Angelito O. Castro

PSSG Rigie J. Laura

City General Services Office: **Ms. Leniza R. Sapin**

Ms. Maria Ellis A. Estologa

Ms. Kristine R. Bautista

City Civil Registry Office **Ms. Jett S. San Jose**

Section 3. DUTIES AND FUNCTIONS- The RDANA Team shall have the following duties and functions:

- *Overall Coordinator* – to immediately organize and deploy as many RDANA Teams as possible, depending on the impact and magnitude of an incident. Act as Head Secretariat to consolidate all reports from the teams.
- *Lead Agency on Families and Individuals Affected* – to assess the exact number of families and individuals affected and to determine the number of totally and partially damaged houses.
- *Lead Agency on Agricultural Damage* – to assess the number of farmers affected and the exact damage to crops and farm animals.
- *Lead Agency Infrastructure Damage* – to assess the damages incurred, as well as determine the integrity and safety of all buildings and infrastructure.
- *Lead Agency on Poultry and Livestock Affected* – to assess the exact number of livestock raisers affected and its impact on poultry and livestock.



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- *Lead Agency on Emerging and Re-emerging Infectious Diseases* – to conduct assessment on the impact of a certain infectious disease and to determine its source and causes.

As a general rule, the RDANA Team shall immediately conduct a rapid damage assessment and needs analysis and submit within 24-72 hours the assessment report on the impact of a certain incident to the City Mayor course through the CDRRMO after the occurrence. Based on the report submitted, the CDRRMO will evaluate if any of the conditions in the criteria for a declaration of a state of calamity is present, then the CDRRMC will immediately convene to recommend to the City Council the declaration of a state of calamity of a certain barangay, or the whole City of Imus if the magnitude of the disaster is wide and its impact causes considerable damage to lives and properties.

Section 4. FUNDING- All expenses to support the activities of the Imus City RDANA Team shall be taken and sourced under the Local Disaster Risk Reduction and Management Fund.

Section 5. SEPARABILITY CLAUSE- If any provision of this Executive Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

Section 6. REPEALING CLAUSE- All other Orders or parts thereof which are inconsistent with the provisions of this Executive Order are hereby repealed or modified accordingly.

Section 7. EFFECTIVITY- This Executive Order shall take effect immediately upon approval hereof and shall remain in full force and effect unless sooner revoked or amended by the Local Chief Executive.

DONE and **SIGNED** this 27th day of May 2024, City of Imus.


ALEX L. ADVINCULA
City Mayor