



EXECUTIVE ORDER NO. 74

Series of 2022

**AN ORDER ADOPTING THE CAMP COORDINATION AND CAMP
MANAGEMENT (CCCM) AND RECONSTITUTION AND ACTIVATION OF THE CAMP
MANAGEMENT TEAM (CMT) IN THE PROVINCE OF OCCIDENTAL MINDORO,
DEFINING THE DUTIES AND RESPONSIBILITIES AND FOR OTHER PURPOSES**

WHEREAS, Republic Act No. 10121, otherwise known as the “Philippine Disaster Risk Reduction and Management Act of 2010,” provides for the national disaster risk reduction and management framework and institutionalizes the national disaster risk reduction and management plant, to strengthen the Philippine Disaster Risk Reduction and Management System;

WHEREAS, Section 3 (p) of the implementing Rules and Regulations of R.A. No. 10121 states that it is the policy of the State to provide maximum care, assistance and services to individuals and families affected by disaster, implement emergency rehabilitation projects to lessen the impact of disaster, and facilitate resumption of normal social and economic activities;

WHEREAS, Natural and human disaster are becoming more frequent and climate change further added to the unpredictability of these occurrences, causing impact in the society;

WHEREAS, the impact has prompted the national government thru National Disaster Risk and Management Council to heighten its vigilance in ensuring that disaster risk is addressed, prevented and minimized;

WHEREAS, the Camp Coordination and Camp Management (CCCM) is one of the clusters formulated based on National Disaster Response Plan headed by the Department of Social Welfare and Development Office;

WHEREAS, CCCM strives to improve the living conditions during displacement, ensure assistance and protection of Internally Displaced Persons (IDPs) in displacement sites, as well as to seek durable solutions to end temporary displacement, with an organized closure and phase out of displacement sites;

WHEREAS, the Provincial Social Welfare and Development Office (PSWDO) is responsible and the lead office in managing and operating the Camp Coordination and Camp Management in the provincial level;

WHEREAS, Executive Order No. 100, series of 2020 was issued by the Provincial Government providing for the adoption of the Camp Coordination and Camp Management (CCCM) and activation of the Camp Management Team (CMT);



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WHEREAS, the Provincial Government of Occidental Mindoro acknowledges the need to adopt the Camp Coordination and Camp Management (CCCM) and reconstitute the Camp Management Team (CMT) in compliance with the mandates of the R.A. No. 10121, its IRR and other related national issuances and guidelines;

NOW, THEREFORE, I, EDUARDO B. GADIANO, Governor of the Province of Occidental Mindoro, by virtue of the powers vested in me by law, do hereby order and direct the adoption of the Camp Coordination and Camp Management (CCCM) and reconstitution of the Camp Management Team (CMT) with the following provisions:

Section 1. ADOPTION OF THE CAMP COORDINATION AND CAMP MANGEMENT.

The Camp Coordination and Camp Management (CCCM) is hereby adopted which aims to coordinate and provide assistance and protection to Internally Displaced Persons (IDPs) living in camps according to the legal protection framework and minimum humanitarian standards, encouraging IDP participation, managing IDP data, and maintaining camp facilities.

SECTION 2. ACTIVATION OF THE CAMP MANAGEMENT TEAM.

The camp management team (CMT) shall be activated during the disaster response operations. It is a team composed of different units doing important tasks and managing the welfare and safety of the IDPs inside evacuation centers or camps. It shall be capacitated in performing the different responsibilities during hazard occurrences and shall attend to the needs of the IDPs during these times.

SECTION 3. COMPOSITION OF THE CAMP MANAGEMENT TEAM.

The CMT shall be composed of the following:

Camp Manager	: Michael D. Caponpon Provincial Social Welfare and Development Office
ASSISTANT CAMP MANAGER	: Junerey T. Rodriguez, Jr. Provincial Disaster Risk Reduction Management Office
RECORDS OFFICER	: Jomel Thomas Office of the Provincial Agriculturist
SECURITY OFFICER	: Gerardo Arellano General Services Office
UTILITY OFFICER	: Vermil Alafriz General Services Office
KITCHEN OFFICER	: Joseph Basa Office of the Provincial Agriculturist

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DOCUMENTATION HEAD

: Lucille Bico

Provincial Government's Office

CLINIC HEAD

: Dra. Jennifer V. Parahinog

Occidental Mindoro Provincial Hospital

SECTION 4. DUTIES AND RESPONSIBILITIES

The officers in the preceding section shall have the following duties and responsibilities:

A. Camp Manager

1. Inspect the evacuation center from time to time to ensure that everything is functional and in order;
2. Distribute food and relief goods;
3. Manage donations directly given to the evacuation centers;
4. Inventory relief goods and ensure sufficient supplies on stock;
5. Prepare lists of materials, goods, food for evacuation centers
6. Ensure the availability of forms, records and reports at any given time.

B. Assistant Camp Manager

1. Shall serve as an alternate of the Camp Manager

C. Records Officer

1. Maintain the registry of individuals accepted and staying in the evacuation center on a daily basis. The record shall have the signature of the head of the family;
2. Record Donations; and,
3. Maintain duly accomplished prescribed forms.

D. Security Officer

The security officer, together with the security personnel, which are under the supervision of the General Services Office, shall have the following functions:

1. Ensure security, peace and order in the evacuation center; and,
2. Report on an eight-hour duty per day.

E. Utility Worker

1. Ensure that site is clean and maintained by the evacuees;
2. Ensure that waste materials are properly disposed; and,

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3. Ensure that evacuation canterers are free from insects and pests to prevent occurrence of diseases.

F. Kitchen Head

1. Prepare daily menus, perform marketing of food supplies, and supervise the actual cooking of foods by the volunteers;
2. Monitor the type of food given to the evacuees belonging to vulnerable groups such as children, sick, persons with disabilities (PWDs), and senior citizens;
3. Assist in the feeding program, if any;
4. Monitor the status of the vulnerable groups;
5. Conduct baseline and succeeding nutritional assessment; and,
6. Regularly meet with camp management to report nutritional status of individuals inside the evacuation centers.

G. Documentation Head

1. Take photo documentation during operations inside evacuation center in times of disaster; and,
2. Create narrative report of the whole operation inside the evacuation centers.

H. Clinic Head

1. Plan for foreseeable health needs of individuals inside evacuation center/s;
2. Promote health-seeking behaviors among IDPs;
3. Complimentary feeding with MNP for children 6-23 months;
4. Document service providers who will conduct medical missions and other health service in the site;
5. Inspection of breastfeeding area;
6. Referral and outpatient feeding for severely acute malnourished and MAM children.

SECTION 5. THE CAMP MANAGEMENT TEAM STRUCTURE.

The Camp Management Team (CMT) structure shall be adopted and be integrated in the PSWDO system of the province.

SECTION 6. FUNDING.

The funding requirement of the CMT shall be sourced out from the calamity fund of the province under the PDRMO

SECTION 7. SEPARABILITY CAUSE.

If any section or provision of this Order is held unconstitutional or Invalid, any other section or provision not affected thereby shall remain valid and effective.

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SECTION 8. REPEALING CAUSE.

All orders, rules and regulations issued by the Provincial Government which are inconsistent with the provisions of this Order are hereby repealed or modified accordingly.

SECTION 9. EFFECTIVITY CLAUSE.

This Order shall take effect immediately and shall remain in force until expressly revoked.

DONE in the Provincial Capitol, Province of Occidental Mindoro, this 7th day of November 2022.

EDUARDO B. GADIANO
Governor