

Regional Disaster Risk Reduction and Management Council MIMAROPA, PEO Compound, Kumintang Ilaya, Batangas City, Philippines

REPUBLIC OF THE PHILIPPINES

REGIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL MIM

MEMORANDUM No 146 s. 2022

FOR ALL MEMBERS OF REGIONAL, PROVINCIAL, CITY, MUNICIPAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS AND BARANGAY DRRM COMMITTEES OF MIMAROPA

SUBJECT : Checklist of Typing of Emergency Operations Centers (EOCs) and Result of Pilot Assessment

DATE : September 13, 2022

Reference: NDRRMC Memorandum No. 137 s 2022 dated September 5, 2022

In order to standardize, streamline and operationalize the capabilities and resources of EOCs by government agencies and local government units (LGUs), the National Disaster Risk Reduction and Management Council (NDRRMC) through the Office of Civil Defense (OCD) Operations Service (OS) formulated the Checklist for the Typing of EOCs.

Based on the results of pilot self-assessment of the checklist by selected provinces and LGUs, majority of EOCs of LGUs fall under Type 4 EOC, to include the EOCs of selected Provinces and cities. The assessment results emphasize the need for EOCs to catch up in terms of operational capabilities and resources.

In view of the above, this RDRRMC Memorandum is hereby issued to disseminate the Checklist of Typing of EOCs for use by agencies and LGUs. The intent of using the Typing Checklist is to serve as supplementary reference in support for the establishment, modernization and upgrading of EOCs by agencies and LGUs. The requirements indicated in the checklist are recommendatory, subject to availability of resources and appropriateness in the requirements of the agency/LGU. With this, an agency/LGU can increase capacities and go beyond the recommended Type or modify/enhance/expand any of the requirements, as deemed necessary.

The NDRRMC through the OCD shall continue to enhance the Checklist of Typing of EOCs based on its progressive implementation as well as all succeeding consultations and feedback from end-users.

For your information and guidance.

Thank you and warmest regards.

MGEN RUBEN L CARANDANG PAF (Ret) Chairperson, RDRRMC MIMAROPA Regional Director, OCD MIMAROPA, DND Chairperson, RTF MIMAROPA

Enclosure: as stated





National Disaster Risk Reduction and Management Center, Camp Aguinaldo, Quezon City, Philippines

SEP 0 5 2022

MEMORANDUM No. <u>137</u>, s. 2022

TO

## ALL MEMBERS OF DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS AT THE NATIONAL. **REGIONAL.** PROVINCIAL. CITY. MUNICIPAL LEVELS AND BARANGAY DISASTER RISK REDUCTION AND MANAGEMENT COMMITTEES

## SUBJECT : Dissemination of Checklist of Typing of Emergency Operations Centers (EOCs) and Results of Pilot-Assessment

In order to standardize, streamline and operationalize the capabilities and resources of EOCs by government agencies and local government units (LGUs), the National Disaster Risk Reduction and Management Council (NDRRMC) through the Office of Civil Defense (OCD) Operations Service (OS) formulated the Checklist for the Typing<sup>1</sup> of EOCs.

Based on the results of pilot self-assessment<sup>2</sup> of the checklist by selected provinces and LGUs, majority of EOCs of LGUs fall under Type 4 EOC, to include the EOCs of selected Provinces and Cities. The assessment results emphasize the need for EOCs to catch up in terms of operational capabilities and resources.

	Compliance of with the Typing Checklist by Selected LGUs					
	Type 1 EOC Recommended for National / Regional Agency; Provincial DRRMO; City DRRMO (Highly Urbanized City)	Type 2 EOC Recommended for City DRRMO (Independent Component City and Component City); Municipal DRRMO (1 <sup>st</sup> to 2 <sup>rd</sup> Income Class Municipality)	Type 3 EOC Recommended for Municipal DRRMO (3rd to 4 <sup>th</sup> Income Class Municipality)	Type 4 EOC Recommended for Municipal DRRMO (5 <sup>th</sup> to 6 <sup>th</sup> income Class Municipality) Barangays	Total LGUS assessed (SAMPLE SIZE	
Province	.0 (0.00%)	2 (15.38%)	3 (23.08%)	8 (61.54%)	13	
Highly Urbanized City	1 (10.00%)	3 (30.00%)	3 (30.00%)	4 (30.00%)	11	
Independent Component City	0 (0.00%)	1 (33.33%)	2 (33.33%)	1 (33.33%)	4	
Component City	0 (0.00%)	1 (8.33%)	2 (16.67%)	9 (75.00%)	12	
1 <sup>st</sup> Income Class Municipality	0 (0.00%)	1 (7.14%)	4 (28.57%)	9 (64.29%)	14	
2 <sup>nd</sup> Income Class Municipality	0 (0.00%)	1 (8.33%)	1 (8.33%)	10 (83.33%)	12	
3rd Income Class Municipality	0 (0.00%)	2 (15.38%)	2 (15.38%)	10 (69.23%)	14	
4 <sup>th</sup> Income Class Municipality	0 (0.00%)	0 (0.00%)	0 (0.00%)	12 (100.00%)	2	
5th Income Class Municipality	0 (0.00%)	1 (12.50%)	0 (0.00%)	8 (87.50%)	9	
6th Income Class Municipality	0 (0.00%)	0.00%	0.00%	5 (100.00%)	5	
TOTAL	1 (0.94%)	12 (11.32%)	17 (16.04%)	7 (71.70%)	106 (100%)	

<sup>&</sup>lt;sup>1</sup> The term "type" describes capability. In Incident Command System (ICS), typing is made using a number, with 1 as the highest capability or capacity, 2 as the next highest, etc. Type 1 EOC has the highest level of training, experience, self- sufficiency, and generally suitable for the most complex requirements.

<sup>2</sup> Pilot self-assessment conducted from 07 to 29 July 2022. Selection of LGUs were made by the OCD Regional Offices via purposive sampling.

This NDRRMC Memorandum is hereby issued to disseminate the Checklist of Typing of EOCs for use by agencies and LGUs. It should be emphasized that the intent of using the Typing Checklist is to serve as supplementary reference in support for the establishment, modernization and upgrading of EOCs by agencies and LGUs. The requirements indicated in the checklist are recommendatory, subject to availability of resources and appropriateness in the requirements of the agency/LGU. With this, an agency/LGU can increase capacities and go beyond the recommended Type or modify/enhance/expand any of the requirements, as deemed necessary.

The NDRRMC through the OCD shall continue to enhance the Checklist of Typing of EOCs based on its progressive implementation as well as all succeeding consultations and feedback from end-users.

For information and guidance.

For the Chairperson, NDRRMC:

USEC RAYMUNDO B. FERRER Executive Director, NDRRMC and Administrator, OCD



## Typing of Emergency Operations Centers (EOCs) Recommended Minimum Capability and Resource Requirements

As of August 2022

**Purpose:** To standardize, streamline and operationalize the operational capabilities and resources of Emergency Operations Centers (EOCs) by

	s involved in Disaster Risk Reduction and Manag		nt Units (LGUs)
TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC
Most advanced EOC type; recommended for EOCs with the widest scope of monitoring and coordination functions based on geographic coverage; with complete equipage of resources	Next advanced EOC type; recommended for EOCs with relatively wide scope of monitoring and coordination functions based on geographic coverage; with minimal adjustments on equipage of resources (as compared with Type1 EOC)	EOC type with balanced features; recommended for EOCs performing usual monitoring and coordination functions	Most basic EOC type; recommended for EOCs with minimum available standard but essential resources for monitoring and coordination functions
	RECOMMENDED E *End-users may adopt higher EOC types based on avaia	ability of respective resources and capacities	
<ul> <li>National / regional government agency involved in DRRM</li> <li>Provincial DRRMO</li> <li>City DRRMO (Highly Urbanized City)</li> </ul>	<ul> <li>City DRRMO (Independent Component City and Component City)</li> <li>Municipal DRRMO (1<sup>st</sup> to 2<sup>nd</sup> Income Class Municipality)</li> </ul>	<ul> <li>Municipal DRRMO (3<sup>rd</sup> to 4<sup>th</sup> Income Class Municipality)</li> </ul>	<ul> <li>Municipal DRRMO (5<sup>th</sup> to 6<sup>th</sup> Income Class Municipality)</li> <li>Barangays</li> </ul>
	TRAINING COU	IRSES	
All EOC personnel finished the following courses, among others (with Certification/Documentation):	All EOC personnel finished the following courses, among others (with Certification/Documentation):	All EOC personnel finished the following courses, among others (with Certification/Documentation):	All EOC personnel finished the following courses, among others (with Certification/Documentation):
<ul> <li>Orientation on Republic Act 10121, NDRRMC Response Cluster System, Cluster Reporting and other essentials of disaster response</li> </ul>	<ul> <li>Orientation on Republic Act 10121, NDRRMC Response Cluster System, Cluster Reporting and other essentials of disaster response</li> </ul>	<ul> <li>Orientation on Republic Act 10121, NDRRMC Response Cluster System, Cluster Reporting and other essentials of disaster response</li> </ul>	<ul> <li>Orientation on Republic Act 10121, NDRRMC Response Cluster System, Cluster Reporting and other essentials of disaster response</li> </ul>
<ul> <li>Orientation on Disaster Risk Assessment methodologies such as Pre-Disaster Risk Assessment</li> </ul>	<ul> <li>Orientation on Disaster Risk Assessment methodologies such as Pre-Disaster Risk Assessment</li> </ul>	<ul> <li>Orientation on Disaster Risk Assessment methodologies such as Pre-Disaster Risk Assessment</li> </ul>	<ul> <li>Orientation on Disaster Risk Assessment methodologies such as Pre-Disaster Risk Assessment</li> </ul>
<ul> <li>EOC Management Training</li> </ul>	<ul> <li>EOC Management Training</li> </ul>	<ul> <li>EOC Management Training</li> </ul>	<ul> <li>EOC Management Training</li> </ul>
<ul> <li>All levels of Incident Command System (ICS) Courses</li> </ul>	<ul> <li>All levels of Incident Command System (ICS) Courses</li> </ul>	Basic Incident Command System (ICS)	Basic Incident Command System (ICS)
<ul> <li>Rapid Damage Assessment and Needs Analysis (RDANA) Training</li> </ul>	<ul> <li>Rapid Damage Assessment and Needs Analysis (RDANA) Training</li> </ul>	<ul> <li>Rapid Damage Assessment and Needs Analysis (RDANA) Training</li> <li>Risk Communication</li> </ul>	<ul> <li>Rapid Damage Assessment and Needs Analysis (RDANA) Training</li> <li>Risk Communication</li> </ul>
<ul> <li>Risk Communication</li> </ul>	<ul> <li>Risk Communication</li> </ul>	<ul> <li>Basic Fire Safety</li> </ul>	<ul> <li>Basic Fire Safety</li> </ul>
<ul> <li>Basic Fire Safety</li> </ul>	<ul> <li>Basic Fire Safety</li> </ul>	<ul> <li>Exercise Design Course</li> </ul>	<ul> <li>Basic Occupational Safety and Health (BOSH)</li> </ul>
• Exercise Design Course	<ul> <li>Exercise Design Course</li> </ul>	<ul> <li>NTC Radio Operator Training (Government</li> </ul>	for SO1 Training (8hr OSH + 2hr TOT)
<ul> <li>NTC Radio Operator Training (Government Radio Operator Certificate)</li> </ul>	<ul> <li>NTC Radio Operator Training (Government Radio Operator Certificate)</li> </ul>	Radio Operator Certificate) o Basic Occupational Safety and Health (BOSH)	
<ul> <li>Contingency Planning Training Course</li> </ul>	<ul> <li>Contingency Planning Training Course</li> </ul>	for SO1 Training (8hr OSH + 2hr TOT)	
<ul> <li>Advanced GIS Training (for selected personnel)</li> </ul>	<ul> <li>Basic GIS Training (for selected personnel)</li> </ul>		
<ul> <li>Basic Occupational Safety and Health (BOSH) Training for SO2 (40hrs)</li> </ul>	<ul> <li>Basic Occupational Safety and Health (BOSH) Training for SO2 (40hrs)</li> </ul>		
<ul> <li>Emergency Medical Services NC II Course</li> </ul>	<ul> <li>Emergency Medical Services NC II Course</li> </ul>		
<ul> <li>Emergency Telecommunicator Course</li> </ul>	<ul> <li>Emergency Telecommunicator Course</li> </ul>		
<ul> <li>Report Development Course/workshops</li> </ul>			

	TYPE 1 EOC	TYPE 2 EOC		TYPE 3 EOC		TYPE 4 EOC
	POLICIES, GUIDELINES AND DOCUMENTATIONS					
Docu	uments on Standardization	Documents on Standardization	Doc	uments on Standardization	Do	cuments on Standardization
0	ISO 9001 Certification Policies/ guidelines/ standard operating procedures on EOC Management and Operations	<ul> <li>Policies/ guidelines/ standard operating procedures on EOC Management and Operations</li> </ul>		Policies/ guidelines/ standard operating procedures on EOC Management and Operations	0	Policies/ guidelines/ standard operating procedures on EOC Management and Operations
		Organization-related Documents	Orga	anization-related Documents	Org	ganization-related Documents
Orga	anization-related Documents	• Organization structure established within the EOC	0	Organization structure established within the EOC	0	Organization structure established within the EOC
0	Organization structure established within the EOC Designation orders/ assignment orders (Memo,	<ul> <li>Designation orders/ assignment orders (Memo, Office Order, Executive Order, etc. as applicable)</li> </ul>		Designation orders/ assignment orders (Memo, Office Order, Executive Order, etc. as applicable)	0	Designation orders/ assignment orders (Memo, Office Order, Executive Order, etc. as applicable)
	Office Order, Executive Order, etc. as applicable) Checklist of duties and responsibilities	• Checklist of duties and responsibilities		Checklist of duties and responsibilities	0	Checklist of duties and responsibilities
		Plans	Plan		Plai	
	Approved Public Service Continuity Plan of the	• Approved Public Service Continuity Plan of the agency/office		Approved Public Service Continuity Plan of the agency/office	0	Approved Public Service Continuity Plan of the agency/office
0	agency/office Approved response plans, emergency plans and	• Approved response plans, emergency plans and other plans related to EOC Management and		Approved response plans, emergency plans and other plans related to EOC Management and Operations	0	Approved response plans, emergency plans and other plans related to EOC Management and Operations
	other plans related to EOC Management and Operations	<ul> <li>Operations</li> <li>Approved and updated Local DRRM Plans (for</li> </ul>		Approved and updated Local DRRM Plans (for LGUs only)	0	Approved and updated Local DRRM Plans (for LGUs only)
	Approved and updated Local DRRM Plans (for LGUs only)	LGUs only)	Othe	er Admin Documents	Oth	er Admin Documents
		Other Admin Documents	0	Directories	0	Directories
Othe	er Admin Documents	o Directories	0	Daily time record/ timesheet/attendance sheet	0	Daily time record/ timesheet/attendance sheet
0	Directories	<ul> <li>Daily time record/ timesheet/attendance sheet</li> </ul>		Visitors log sheet	0	Visitors log sheet
0	Daily time record/ timesheet/attendance sheet	<ul> <li>Visitors log sheet</li> </ul>		Activity logs/documents	0	Activity logs/documents
0	Visitors log sheet	<ul> <li>Activity logs/documents</li> </ul>		Property documents	0	Property documents
0	Activity logs/documents	<ul> <li>Property documents</li> </ul>	0	Updated inventory of EOC supplies and equipment	0	Updated inventory of EOC supplies and equipment
0	Property documents	• Updated inventory of EOC supplies and equipment	0	Consolidation/ repository of all policies, issuances,	0	Consolidation/ repository of all policies, issuances,
0	Updated inventory of EOC supplies and equipment	• Consolidation/ repository of all policies, issuances,		directives, IEC materials, etc. relevant to DRRM		directives, IEC materials, etc. relevant to DRRM
	Consolidation/ repository of all policies, issuances, directives, IEC materials, etc. relevant to DRRM	<ul> <li>directives, IEC materials, etc. relevant to DRRM</li> <li>Financial and other administrative documents</li> </ul>		Financial and other administrative documents MOA/MOUs with other partners (agencies, LGUs, non-	0 0	Financial and other administrative documents MOA/MOUs with other partners (agencies, LGUs, non-
0	Financial and other administrative documents	• MOA/MOUs with other partners (agencies, LGUs,		government/private sector) for resources support		government/private sector) for resources support
	MOA/MOUs with other partners (agencies, LGUs, non-government/private sector) for resources support	non-government/private sector) for resources support				

TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC
	ROOMS, AMENITIES	AND UTILITIES	
For operations-use	For operations-use	For operations-use	For opeations-use
<ul> <li>Responsible official's room/office</li> </ul>	<ul> <li>Responsible official's room/office</li> </ul>	<ul> <li>Responsible official's room/office</li> </ul>	<ul> <li>Responsible official's room/office</li> </ul>
• Conference room	<ul> <li>Conference room</li> </ul>	<ul> <li>Conference room</li> </ul>	<ul> <li>Conference room</li> </ul>
<ul> <li>Meeting/briefing room</li> </ul>	<ul> <li>Meeting/briefing room</li> </ul>	<ul> <li>Meeting/briefing room</li> </ul>	<ul> <li>Meeting/briefing room</li> </ul>
<ul> <li>Centralized situation/monitoring room</li> </ul>	<ul> <li>Gender-sensitive restroom</li> </ul>	<ul> <li>Situation/monitoring room</li> </ul>	<ul> <li>Situation/monitoring room</li> </ul>
<ul> <li>Communications room (for receiving calls; serves as hotline center)</li> <li>Joint Information Center/ media room/ public information com (for all angagements with</li> </ul>	<ul> <li>Centralized situation/monitoring room</li> <li>Communications room (for receiving calls; serves as hotline center)</li> </ul>	<ul> <li>Communications room (for receiving calls; serves as hotline center)</li> <li>Joint Information Center/ media room/ public information room (for all oppagements with mass</li> </ul>	<ul> <li>Joint Information Center/ media room/ public information room (for all engagements with mass media)</li> </ul>
<ul> <li>information room (for all engagements with mass media)</li> <li>Radio Room (for operating HF radios, etc.)</li> </ul>	<ul> <li>Joint Information Center/ media room/ public information room (for all engagements with mass media)</li> <li>Radio Room (for operating HF radios, etc.)</li> </ul>	<ul> <li>information room (for all engagements with mass media)</li> <li>Radio Room (for operating HF radios, etc.)</li> </ul>	For admin and support functions <ul> <li>Administrative room</li> </ul>
For admin and support functions	For odmin and connect functions	For admin and support functions	Restroom/washing area/sanitation area
<ul> <li>Administrative room</li> </ul>	For admin and support functions	<ul> <li>Administrative room</li> </ul>	<ul> <li>Pantry/kitchen</li> <li>Lactation station/area</li> </ul>
<ul> <li>Restroom (must be gender sensitive)</li> </ul>		<ul> <li>Restroom/washing area/sanitation area</li> </ul>	
<ul> <li>Pantry/kitchen</li> </ul>		• Pantry/kitchen	
<ul> <li>Recreation/break area</li> </ul>	Pantry/kitchen     Recreation/break area	<ul> <li>Storage room/area</li> </ul>	<ul> <li>Storage room/area</li> <li>ICT Room</li> </ul>
<ul> <li>Washing area/sanitation area</li> </ul>	<ul> <li>Washing area/sanitation area</li> </ul>	<ul> <li>Lactation station/area</li> </ul>	<ul> <li>Data Processing Center</li> </ul>
• Water storage/tank	<ul> <li>Water storage/tank</li> </ul>	<ul> <li>Sleeping quarters</li> </ul>	<ul> <li>Mechanical/electrical switch room</li> </ul>
<ul> <li>Lactation station/area</li> </ul>	<ul> <li>Lactation station/area</li> </ul>	○ ICT Room	
<ul> <li>Sleeping quarters</li> </ul>	<ul> <li>Sleeping quarters</li> </ul>	<ul> <li>Data Processing Center</li> </ul>	Amenities
<ul> <li>Locker room/area</li> </ul>	<ul> <li>Locker room/area</li> </ul>	<ul> <li>Mechanical/electrical switch room</li> </ul>	<ul> <li>Front/reception desk</li> </ul>
<ul> <li>Storage room/area</li> </ul>	<ul> <li>Storage room/area</li> </ul>		<ul> <li>With signage and markers for all rooms and</li> </ul>
o ICT Room	<ul> <li>ICT Room</li> </ul>	Amenities	routes
<ul> <li>Data Processing Center</li> </ul>	<ul> <li>Data Processing Center</li> </ul>	<ul> <li>Front/reception desk</li> </ul>	
<ul> <li>Mechanical/electrical switch room</li> </ul>	<ul> <li>Mechanical/electrical switch room</li> </ul>	<ul> <li>With signage and markers for all rooms and routes</li> </ul>	
Amenities	Amenities		
<ul> <li>Front/reception desk</li> </ul>	<ul> <li>Front/reception desk</li> </ul>		
<ul> <li>Visitors' area</li> </ul>	<ul> <li>With signage and markers for all rooms and routes</li> </ul>		
<ul> <li>With signage and markers for all rooms and routes</li> </ul>			

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TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC		
OFFICE EQUIPMENT AND TOOLS					
Machines/equipment/tools	Machines/equipment/tools	Machines/equipment/tools	Machines/equipment/tools		
<ul> <li>Status displays /monitor screens</li> </ul>	<ul> <li>Status displays /monitor screens</li> </ul>	<ul> <li>Status displays /monitor screens</li> </ul>	<ul> <li>Status displays /monitor screens</li> </ul>		
<ul> <li>Television and radio broadcast receivers</li> </ul>	<ul> <li>Television and radio broadcast receivers</li> </ul>	<ul> <li>Television and radio broadcast receivers</li> </ul>	<ul> <li>Television and radio broadcast receivers</li> </ul>		
<ul> <li>Desktop/laptop computers per staff</li> </ul>	<ul> <li>Desktop/laptop computers per staff</li> </ul>	<ul> <li>Desktop/laptop computers per staff</li> </ul>	<ul> <li>Desktop/laptop computers per staff</li> </ul>		
o Printer	o Printers	o Printer	o Printer		
<ul> <li>Photocopy machine</li> </ul>	<ul> <li>Photocopy machine</li> </ul>	<ul> <li>Photocopy machine</li> </ul>	<ul> <li>Photocopy machine</li> </ul>		
o Scanner	o Scanner	o Scanner	o Scanner		
<ul> <li>Projector and screen</li> </ul>	<ul> <li>Projector and screen</li> </ul>	<ul> <li>Projector and screen</li> </ul>	<ul> <li>Projector and screen</li> </ul>		
<ul> <li>Public address system / sound system</li> </ul>	<ul> <li>Public address system / sound system</li> </ul>				
		Printed Displays	Printed Displays		
Furnitures	Furnitures	<ul> <li>Visual aids (maps, charts, infographics)</li> </ul>	<ul> <li>Visual aids (maps, charts, infographics)</li> </ul>		
<ul> <li>Tables and chairs</li> </ul>	<ul> <li>Tables and chairs</li> </ul>	<ul> <li>Updated AOR map</li> </ul>	<ul> <li>Updated AOR map</li> </ul>		
<ul> <li>Filing cabinets</li> </ul>	<ul> <li>Filing cabinets</li> </ul>				
		Furnitures	Furnitures		
Printed Displays	Printed Displays	<ul> <li>Tables and chairs</li> </ul>	• Tables and chairs		
<ul> <li>Visual aids (maps, charts, infographics)</li> </ul>	<ul> <li>Visual aids (maps, charts, infographics)</li> </ul>	<ul> <li>Filing cabinets</li> </ul>	<ul> <li>Filing cabinets</li> </ul>		
<ul> <li>Updated GIS-based AOR map</li> </ul>	<ul> <li>Updated GIS-based AOR map</li> </ul>				
		Office Supplies	Office Supplies		
Office Supplies	Office Supplies	<ul> <li>White board</li> </ul>	<ul> <li>White board</li> </ul>		
<ul> <li>White board</li> </ul>	<ul> <li>White board</li> </ul>	• Paper shredder	<ul> <li>Paper shredder</li> </ul>		
<ul> <li>Paper shredder</li> </ul>	• Paper shredder	• Other commonly used supplies such as pens,	• Other commonly used supplies such as		
<ul> <li>Other commonly used supplies such as pens, papers, clips, tapes, flipcharts, etc.</li> </ul>	• Other commonly used supplies such as pens, papers, clips, tapes, flipcharts, etc.	papers, clips, tapes, flipcharts, etc.	pens, papers, clips, tapes, flipcharts, etc.		

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TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC
	SAFETY AND SECUR	RITY FEATURES	
Fire Safety	Fire Safety	Fire Safety	Fire Safety
<ul> <li>Emergency/fire alarm system</li> </ul>	<ul> <li>Emergency/fire alarm system</li> </ul>	• Fire sprinkler	• Fire sprinkler
○ Fire sprinkler	• Fire sprinkler	• Fire extinguisher	• Fire extinguisher
○ Fire axe	○ Fire axe	• Fire exit area (with light/signage)	• Fire exit area (with light/signage)
○ Fire blanket	o Fire blanket		
<ul> <li>Fire extinguisher</li> </ul>	• Fire extinguisher	Health	Health
<ul> <li>Fire exit area (with light/signage)</li> </ul>	<ul> <li>Fire exit area (with light/signage)</li> </ul>	o Temperature checker	o Temperature checker
		<ul> <li>Alcohol dispenser</li> </ul>	<ul> <li>Alcohol dispenser</li> </ul>
Health	Health	<ul> <li>Emergency/medical box</li> </ul>	<ul> <li>Emergency/medical box</li> </ul>
<ul> <li>Temperature checker</li> </ul>	o Temperature checker		
<ul> <li>Alcohol dispenser</li> </ul>	<ul> <li>Alcohol dispenser</li> </ul>	Backup Power	Backup Power
<ul> <li>Emergency/medical box</li> </ul>	<ul> <li>Emergency/medical box</li> </ul>	<ul> <li>Emergency lights</li> </ul>	<ul> <li>Emergency lights</li> </ul>
<ul> <li>Blood pressure monitor</li> </ul>	<ul> <li>Blood pressure monitor</li> </ul>	<ul> <li>Generator set</li> </ul>	<ul> <li>Generator set</li> </ul>
<ul> <li>Health services/medical room (for EOC duty personnel)</li> </ul>	<ul> <li>Health services/medical room (for EOC duty personnel)</li> </ul>	Security	Security
<ul> <li>Triage area (for EOC duty personnel relative to infectious disease and trauma)</li> </ul>	<ul> <li>Triage area (for EOC duty personnel relative to infectious disease and trauma)</li> </ul>	<ul> <li>CCTV</li> <li>With dedicated security personnel</li> </ul>	<ul> <li>CCTV</li> <li>With dedicated security personnel</li> </ul>
Backup Power	Backup Power		
<ul> <li>Generator set</li> </ul>	<ul> <li>Generator set</li> </ul>	General Safety	General Safety
• Emergency lights	<ul> <li>Emergency lights</li> </ul>	<ul> <li>PPE per staff*</li> <li>Proof of compliance with all recommended safety measures based on EOC risk</li> </ul>	<ul> <li>PPE per staff*</li> <li>Proof of compliance with all recommended safety measures based on EOC risk</li> </ul>
Security	Security	assessment	assessment
• CCTV	• CCTV		
<ul> <li>With dedicated security personnel</li> </ul>	• With dedicated security personnel		
General Safety	General Safety		
○ PPE per staff *	<ul> <li>PPE per staff *</li> </ul>		
<ul> <li>Proof of compliance with all recommended safety measures based on EOC risk assessment</li> </ul>	<ul> <li>Proof of compliance with all recommended safety measures based on EOC risk assessment</li> </ul>		*per Rule 1080, Occupational Health and Standard

TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC
	NETWORK AND CONNECTIVIT	TY TOOLS AND EQUIPMENT	
Internet/ Wide and Local Area Network         Connectivity         Committed Information Rate (CIR) – Direct Access Internet         High-bandwidth Leased Line Connection         Internet/ Wide and Local Area Network         Equipment         Computer Server         Multi-WAN Router/Access Point         Core Switch         Distribution Switch         Access Switch         KVM Switch         Collaboration Server         Video Conferencing Equipment         Network Attached Storage         Cloud-based Storage         VoIP Phone         Integrated Services Router         Structured Cabling         Wireless Access Point         VIP S 5000VA         External hard drives         Portable WiFi/ mobile router	NETWORK AND CONNECTIVIT         Internet/Wide and Local Area Network Connectivity         Committed Information Rate (CIR) – Direct Access Internet         High-bandwidth Leased Line Connection         Internet/Wide and Local Area Network Equipment         Computer Server         Multi-WAN Router/Access Point         Core Switch         Distribution Switch         Access Switch         KVM Switch         Collaboration Server         Video Conferencing Equipment         Network Attached Storage         Cloud-based Storage         VolP Phone         Integrated Services Router         Structured Cabling         Wireless Access Point         42RU Data Cabinet         UPS 5000VA         External hard drives         Portable WiFi/ mobile router	TY TOOLS AND EQUIPMENT         Internet/ Wide and Local Area Network Connectivity <ul> <li>Direct Access Internet</li> <li>High-bandwidth Leased Line Connection</li> </ul> Internet/ Wide and Local Area Network Equipment <li>Computer Server</li> <li>Multi-WAN Router/Access Point</li> <li>Core/Distribution Switch</li> <li>Access Switch</li> <li>KVM Switch</li> <li>Video Conferencing Equipment</li> <li>Network Attached Storage</li> <li>VolP Phone</li> <li>Structured Cabling</li> <li>Wireless Access Point</li> <li>42RU Data Cabinet</li> <li>UPS 3000VA</li> <li>External hard drives</li> <li>Portable WiFi/ mobile router</li> Network Security       UTM System         Anti-Virus Software	Internet/ Wide and Local Area Network Connectivity         • Direct Access Internet         Internet/ Wide and Local Area Network Equipment         • Router/Access Point         • Core/Distribution Switch         • Access Switch         • KVM Switch         • Video Conferencing Equipment         • Network Attached Storage         • VolP Phone         • Wireless Access Point         • 12RU Data Cabinet         • UPS 2500VA         • External hard drives         • Portable WiFi/ mobile router         Network Security         • UTM System         • Anti-Virus Software
Network Security	• UTM System		
D UTM System	• Anti-Virus Software		
Anti-Virus Software			

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TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC
	COMMUNICATION TO	OOLS AND EQUIPMENT	
Radio Communications System	Radio Communications System	Radio Communications System	Radio Communications System
<ul> <li>Integrator</li> <li>HF Base Radio</li> <li>HF Radio Modem</li> <li>UHF Handheld Radio</li> <li>UHF Fixed Repeater System</li> <li>UHF Dispatch System</li> <li>UHF Transportable Repeater</li> <li>UHF Telescope Mast</li> </ul> Satellite Communications System	<ul> <li>HF Base Radio</li> <li>HF Radio Modem</li> <li>UHF Handheld Radio</li> <li>UHF Fixed Repeater System</li> <li>UHF Dispatch System</li> <li>UHF Transportable Repeater</li> <li>UHF Telescope Mast</li> </ul> Satellite Communications System <ul> <li>Satellite Phone</li> </ul>	<ul> <li>HF Base Radio</li> <li>HF Radio Modem</li> <li>UHF Handheld Radio</li> <li>UHF Fixed or/ Transportable Repeater System</li> <li>UHF Telescope Mast</li> </ul> Satellite Communications System <ul> <li>Satellite Phone</li> <li>Very Small Aperture Terminal (VSAT)</li> </ul>	<ul> <li>HF Base Radio</li> <li>HF Radio Modem</li> <li>UHF Handheld Radio</li> <li>UHF Fixed or/ Transportable Repeater System</li> <li>UHF Telescope Mast</li> </ul> Satellite Communications System <ul> <li>Satellite Phone</li> </ul>
<ul> <li>Satellite Communications System</li> <li>Satellite Phone</li> <li>Very Small Aperture Terminal (VSAT)</li> <li>VSAT Genset</li> <li>VSAT UPS</li> </ul>	<ul> <li>Satellite Phone</li> <li>Very Small Aperture Terminal (VSAT)</li> <li>VSAT Genset</li> <li>VSAT UPS</li> <li>Telephony System</li> </ul>	<ul> <li>VSAT Genset</li> <li>VSAT UPS</li> <li>Telephony System</li> <li>Landlines/ telephone lines</li> </ul>	Telephony System         •       Landlines/ telephone lines         •       Cellular/mobile/smart phones         •       Facsimile
Telephony System          Landlines/ telephone lines          Cellular/mobile/smart phones          Facsimile	<ul> <li>Landlines/ telephone lines</li> <li>Cellular/mobile/smart phones</li> <li>Facsimile</li> <li>Unmanned Aerial System (UAS)</li> </ul>	<ul> <li>Cellular/mobile/smart phones</li> <li>Facsimile</li> <li>Unmanned Aerial System (UAS)</li> <li>Drones</li> </ul>	
Unmanned Aerial System (UAS) <ul> <li>Drones</li> </ul>	<ul> <li>Drones</li> </ul>		

TYPE 1 EOC	TYPE 2 EOC	TYPE 3 EOC	TYPE 4 EOC			
	SOFTWARE AND COMPUTER PROGRAMS					
<ul> <li>Office tools software application</li> </ul>						
<ul> <li>Anti-virus software application</li> </ul>						
<ul> <li>Video teleconferencing subscription</li> </ul>						
<ul> <li>Digital reports/ online dashboard</li> </ul>						
<ul> <li>GIS software application</li> </ul>	<ul> <li>GIS software application</li> </ul>	<ul> <li>Social media accounts</li> </ul>	<ul> <li>Social media accounts</li> </ul>			
<ul> <li>Social media accounts</li> </ul>	<ul> <li>Social media accounts</li> </ul>	<ul> <li>SMS Blast System</li> </ul>	<ul> <li>SMS Blast System</li> </ul>			
<ul> <li>SMS Blast System</li> </ul>	<ul> <li>SMS Blast System</li> </ul>					
<ul> <li>Centralized Online/Automated Dispatch System</li> </ul>						
	FACILITY					
• With insurance coverage for the facility	<ul> <li>With insurance coverage for the facility</li> </ul>	• With insurance coverage for the facility	• With insurance coverage for the facility			
• With printed facility diagrams (e.g. floor plan)	• With printed facility diagrams (e.g. floor plan)	<ul> <li>With printed facility diagrams (e.g. floor plan)</li> </ul>	<ul> <li>With printed facility diagrams (e.g. floor plan)</li> </ul>			
<ul> <li>With perimeter fence and gate</li> </ul>						
<ul> <li>With parking lot</li> </ul>						
<ul> <li>With gender-sensitive and PWD-friendly facility features</li> </ul>						
<ul> <li>With ventilation system inside the facility</li> </ul>	<ul> <li>With ventilation system inside the facility</li> </ul>	<ul> <li>With ventilation system inside the facility</li> </ul>	<ul> <li>With ventilation system inside the facility</li> </ul>			
<ul> <li>With available mirror/ backup facility</li> </ul>	<ul> <li>With available mirror/ backup facility</li> </ul>					
MOBILITY						
• With mobile EOC	• With mobile EOC	• With dedicated service vehicle	<ul> <li>With dedicated service vehicle</li> </ul>			
<ul> <li>With dedicated service vehicle</li> </ul>	<ul> <li>With dedicated service vehicle</li> </ul>	• With dedicated motorcycle	<ul> <li>With dedicated motorcycle</li> </ul>			
<ul> <li>With dedicated motorcycle</li> </ul>	<ul> <li>With dedicated motorcycle</li> </ul>	• With GPS installed in vehicles	• With GPS installed in vehicles			
<ul> <li>With GPS installed in vehicles</li> </ul>	<ul> <li>With GPS installed in vehicles</li> </ul>	• With dispatch system for monitoring of vehicles	<ul> <li>With dispatch system for monitoring of vehicles</li> </ul>			
<ul> <li>With dispatch system for monitoring of vehicles</li> </ul>	<ul> <li>With dispatch system for monitoring of vehicles</li> </ul>					