



**MEMORANDUM ORDER**

NO. 04-09-2012

**SUBJECT : ESTABLISHMENT OF AN EMERGENCY RADIO COMMUNICATIONS PROTOCOL FOR  
MMDRRMC**

Under Republic Act No. 10121 (*Philippine Disaster Risk Reduction and Management Act of 2010*), NDRRMC Memorandum Circular No. 04 s. 2012 (*Implementing Guidelines on the Use of Incident Command System as an On-Scene Disaster Response and Management Mechanism under the Philippine Disaster Risk Reduction and Management System*), Metro Manila Oplan Unos and Oplan Metro Yakal, the establishment of a common communications system is necessary to ensure operability and connectivity among the operational and support units of the various agencies involved under the Metro Manila Disaster Risk Reduction and Management Council (MMDRRMC).

**OBJECTIVES**

1. To establish an effective means of obtaining and providing relevant information to MMDRRMC.
2. To set communications and messaging protocols that will ensure timely, accurate and correct in message handling.
3. To establish the basic and alternate means of communication link between MMDRRMC, Metro Manila Development Authority (MMDA) and other government units.

**I. RADIO COMMUNICATIONS LINKAGES**

1. Figure 1 shows the Organizational Chart for MMDRRMC based on OPLAN Metro Yakal.

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# MMDRRMC Interim Organization (Based on OPLAN METRO YAKAL)

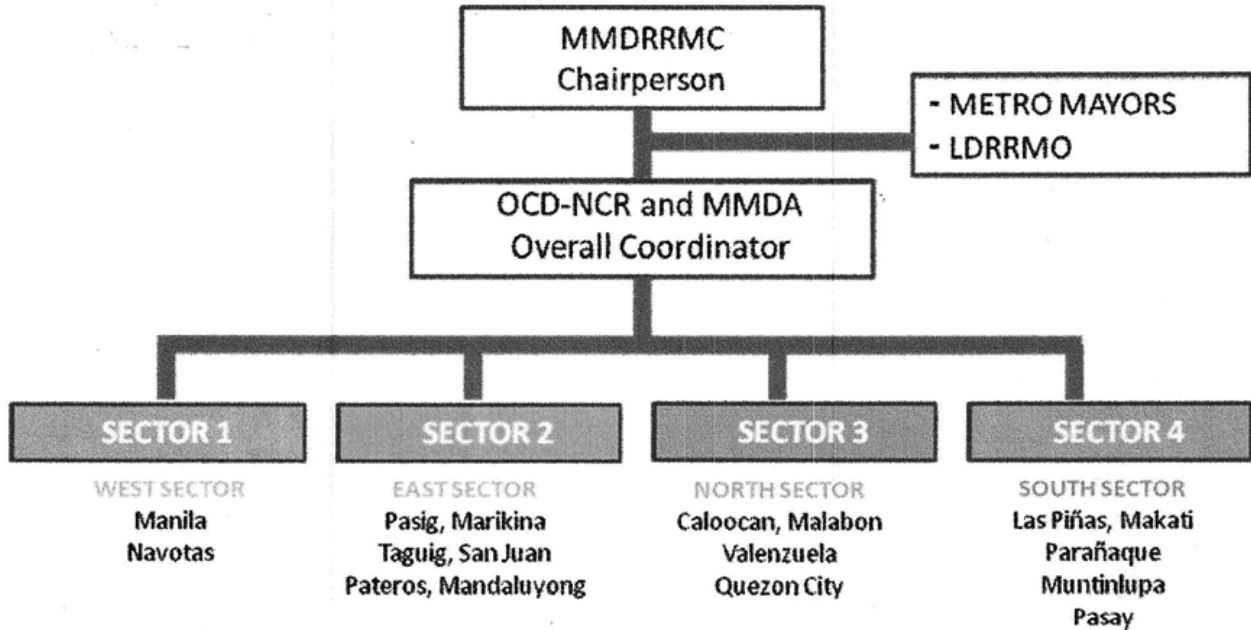


Figure 1. MMDRRMC Interim Organizational Chart

2. Metro Manila shall be divided into four (4) Sectors based on OPLAN Metro Yakal as follows:
  - a. Sector 1 is composed of West Metro Manila Local Government Units (LGU).
  - b. Sector 2 is composed of East Metro Manila LGUs.
  - c. Sector 3 is composed of North Metro Manila LGUs.
  - d. Sector 4 is composed of South Metro Manila LGUs.

The Sector Lead Agencies shall be determined by the MMDRRMC.

3. The NTC has issued four (4) channels for the radio communications requirement of MMDRRMC with the four (4) NCR sectors as stated on section I.2 a-d.
4. The NTC has also assigned two (2) standby frequencies on Simplex mode. The use of these frequencies shall be decided by MMDRRMC.
5. The NTC will coordinate with the civic and volunteer groups and relay important messages to MMDRRMC and vice versa.

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NTC Web Files

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**II. STANDARD OPERATING PROCEDURES**

1. During an emergency, all sector groups shall monitor into their assigned frequencies.
2. MMDRRMC shall activate the system and call the Overall Coordinator to advise Sector Lead Agency(ies) in the affected area(s) of the emergency to check into the network.
3. Sector Lead Agency(ies) shall call MMDRRMC to confirm its operation and likewise advise LGU stations within its sector to monitor and stand by for further notice or instruction.
4. Only plain language shall be used. Radio Communications traffic shall be controlled by the Sector Lead Agencies and/or MMDRRMC.
5. Operations are conducted using repeater frequencies. In the event of a repeater failure, operations shall be continued using the assigned standby frequencies in simplex mode until operation is restored, or until the Sector Lead Agency(ies) or MMDRRMC advice to change frequency.

**III. REPEALING CLAUSE.** – All circulars, memoranda or orders inconsistent with this Order are hereby repealed or modified accordingly.

**IV. SAVING CLAUSE.** – Should any part or parts of this Order be found unlawful or unconstitutional by the courts, the remaining parts, insofar as they can stand on their own, shall be given force and effect.

**V. EFFECTIVITY** – This Order takes effect immediately.

Issued on 06 day of September 2012 at Quezon City, Philippines.

  
**GAMALIEL A. CORDOBA**  
Commissioner

  
**DELILAH F. DELES**  
Deputy Commissioner

