



MAY 02 2023

OFFICE ORDER No. 2023-112
 Series of 2023

SUBJECT : **Reconstitution of Emergency Preparedness Team**

Effective immediately, in the exigency of service and in connection to Office Order No. 2023-101, the Emergency Preparedness Team is hereby reconstituted with the following membership and area of responsibility:

EMERGENCY PREPAREDNESS TEAM

Chair : Annabelle P. Cruz
 Co-Chair : Hernando N. Gabotero

Members :

RAO
 Paolo Miguel E. Pagtama
 Jeric J. Carvajal

OA
 Michael I. Ocampo
 Henry C. Carlasan

CORSEC
 Angelie L. Arguilles
 Neiliza S. Javier

CORPLAN
 Girrard C. Yumul
 Lester Jade O. Lindain

TEREDD
 Jonas F. Salvador
 Robbie T. Lucida

IDD
 Mario B. Alcantara
 Gilbert C. Carlos

ECAD
 Rolan C. Tuppil
 Ross Francis Daligdig

ENG'G
 Carl Xerxes D. Javillo
 Eleazar C. Pangasinan

DRRMD
 Rainer Noel P. Ramos
 Michael John S. Pasion

AMGD
 Abdurrashid Bin Siradj M. Abantas
 Yves Bobet S. Concepcion

FSD
 Armelita C. Colano
 Daril Jeff M. Hidalgo

MCSO
 Belarmino V. Ombrog, Jr.
 Renato Jr. S. Bugtong

HRAD
 Erwin John V. Calica
 Vincent Dominic A. Ancheta

IAQSMO
 Memar G. Leonora
 Christine C. Sagritalo

CCSMO
 Rafael B. Barrientos
 Dominique T. Gonzales

NETI
 Richard M. Guamos
 Roberto DP. Martinez

LSO
 Bryan C. Merza
 Julio H. Colina

ITCSD
 Jovanni B. Lagon
 Mark Lyndon G. Corpuz

Records Unit
Lenard V. Garcia
Edwin A. Concepcion

HRAD - Motorpool
Mario D. Somine
Dexter O. Goloso

Coordinators
Madeleine Ann B. Bautista
Precious Honnielyn S. Decena

Detachment Commander
Shift-in-Charge
Blu Guard

The Emergency Preparedness Team shall be a part of the Health, Wellness, Welfare and Safety Committee with the following duties and responsibilities:

1. Monitor and ensure NEA's compliance to safety health standards and protocols;
2. Provide safety management and engage all employees in programs that ensure safety practices in the workplace;
3. Plan, implement and review the safety and health policies and practices based on approved procedures and requirements;
4. Act in an advisory capacity on all matters pertaining to health and safety for the guidance of the employer and the workers;
5. Investigate accidents, write incident reports, and make recommendations;
6. Coordinate all health and safety training programs for the employees and employer;
7. Conduct health and safety inspection as member of the team;
8. Provide assistance to government agencies in the conduct of safety and health inspection, accident investigation or any other related programs;
9. Eliminate work hazards; and
10. Submit an Emergency Preparedness Plan and updated policy/ protocol as part of NEA's Environmental Management Program.

As such, Office Order No. 2019 – 047 is hereby revoked.

All expenses to be incurred in the performance of their duties shall be charged against proper funds of this office, subject to the usual accounting and auditing rules and regulations.


ANTONIO MARIANO C. ALMEDA
Administrator

