



M.C. No. 21, s. 2018

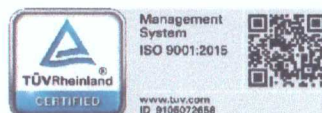
## MEMORANDUM CIRCULAR

**TO :** HEADS OF CONSTITUTIONAL BODIES; DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS (GOCCs) WITH ORIGINAL CHARTERS; AND STATE UNIVERSITIES AND COLLEGES

**SUBJECT :** Training of Public Sector Employees on Disaster Risk Reduction and Management

Pursuant to Republic Act No. 10121 or the Philippine Disaster Risk Reduction and Management Act of 2010 and its Implementing Rules and Regulations, which mandated the Civil Service Commission to require agencies to conduct training for their personnel on disaster risk reduction and management (DRRM), the Commission has enacted CSC Resolution No. 1800960 dated September 17, 2018, which provides the following:

1. Heads of Agencies are enjoined to provide appropriate training on **“Disaster Risk Reduction and Management”** (DRRM) for all their employees. This is to build the employees’ capability on mitigating disaster risk, preparing for disaster, responding to emergency situations and ensuring continuity of government services during crisis.
2. DRRM shall be part of the orientation of every government agency to its new employees and periodic reorientation to existing employees which may include training, earthquake/fire drills, simulations and other related activities.
3. Officials and employees whose functions/roles/units/offices are directly involved in disaster risk reduction management and rehabilitation should be provided specialized courses on DRRM.
4. Agencies shall coordinate with the National Disaster Risk Reduction and Management Council (NDRRMC) through the Office of Civil Defense (OCD) Capacity Building and Training Service or the Regional Disaster Risk Reduction and Management Council (RDRRMC) through the OCD Regional Offices with respect to the conduct of the courses. The DRRM Courses, Training Institutions and Subject-Matter-Experts must be accredited or recognized by the Office of Civil Defense.



**Bawat Kawani, Lingkod Bayani**

5. Participants in DRRM Courses may earn leadership/management or technical training hours depending on the course description, course objectives and target participants to satisfy training requirements specified in the Qualification Standards.

All other existing Civil Service Commission issuances which are inconsistent herewith are deemed repealed or amended accordingly.

CSC Resolution No. 1800960 dated September 17, 2018 was published on October 22, 2018 in *The Philippine Star*, and has become effective on November 7, 2018.

  
ALICIA dela ROSA-BALA  
Chairperson

12 NOV 2018



**PHILIPPINE DISASTER RISK REDUCTION AND  
MANAGEMENT ACT OF 2010**

**Re: Training of Public Sector Employees on  
Disaster Risk Reduction and Management**

X -----X

Number 1800960

Promulgated 17 SEP 2018

**RESOLUTION**

**WHEREAS**, Section 3, Article IX-B of the 1987 Philippine Constitution mandates the Civil Service Commission, as the central personnel agency of the Government, to establish a career service and adopt measures to promote morale, efficiency, integrity, responsiveness and accountability in the civil service and integrate all human resources development programs for all levels and ranks;

**WHEREAS**, Republic Act No. 10121 also known as the *Philippine Disaster Risk Reduction and Management Act of 2010* was created to strengthen the country's institutional capacity for disaster risk reduction and management (DRRM), and build the resilience of communities to disasters;

**WHEREAS**, paragraph 3, Section 14 of RA No. 10121 provides that it is mandatory for public sector employees to be trained in emergency response and preparedness;

**WHEREAS**, pursuant to items (a) and (c), Section 3, Rule 10 of the Implementing Rules and Regulations of RA No. 10121, the Civil Service Commission is mandated to issue a directive requiring all heads of government departments and agencies, including government financing institutions and local government units, to conduct training on DRRM for their respective personnel. A standard training design and instructional materials on DRRM shall be developed by the DRRM Training Institute;

**WHEREFORE**, in support of RA No. 10121 in strengthening the capacity of government employees on disaster risk reduction and management, the Commission RESOLVES to ADOPT the following:

1. Heads of Agencies are enjoined to provide appropriate training on *"Disaster Risk Reduction and Management"* (DRRM) for all their employees. This is to build the employees' capability on mitigating disaster risk, preparing for disaster, responding to emergency situations and ensuring continuity of government services during crisis.

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**Bawat Kawani, Lingkod Bayani**

2. DRRM shall be part of the orientation of every government agency to its new employees and periodic reorientation of existing employees which may include training, earthquake/fire drills, simulations and other related activities.
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5. Participants in DRRM Courses may earn leadership/management or technical training hours depending on the course description, course objectives and target participants to satisfy training requirements specified in the Qualification Standards.

This Resolution shall take effect after fifteen (15) days following its publication in a newspaper of general circulation.


Quezon City.

  
**ALICIA dela ROSA-BALA**  
Chairperson

  
**LEOPOLDO ROBERTO W. VALDEROSA JR.**  
Commissioner

**VACANT**  
Commissioner

Attested by:

  
**DOLORES B. BONIFACIO**  
Director IV  
Commission Secretariat and Liaison Office