OFFICIAL RELEASED DATE: 11/10/22 TIME:

EXECUTIVE ORDER NO. 055 - 2022

ESTABLISHMENT OF THE HEALTH EMERGENCY RESPONSE TEAM (HERT) IN THE MUNICIPALITY OF SANTA MARIA, PROVINCE OF BULACAN

WHEREAS, the Municipality of Santa Maria is dedicated to safeguarding the health and well-being of its residents, and recognizes the necessity of a robust Health Emergency Response Team (HERT) to effectively respond to health emergencies and disasters;

WHEREAS, it is essential to adhere to the national policies and guidelines provided by the Department of Health (DOH) Administrative Order 2018-0018, which serves as the legal basis for the establishment of HERTs in local government units;

NOW, THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor of Santa Maria, Bulacan, by virtue of the power vested in me by law, do hereby order the **establishment of the Health Emergency Response Team (HERT) in the Municipality of Santa Maria, Province of Bulacan.**

SECTION 1: COMPOSITION. The Health Emergency Response Team (HERT) in the Municipality of Santa Maria, Bulacan, shall be composed of the following teams, each with specific functions and responsibilities

RAPID HEALTH ANALYSIS (RHA) AND SURVEILLANCE TEAM

DRRM-H MANAGER/: MHSPSS		**PELAGIO B. PEREZ** Public Health Nurse II
DRRM-H ASSISTANT: MANAGER		**ROLAND BIEN MENDOZA** Public Health Nurse I
SURVEILLANCE	:	**EDELFLOR V. SILEN** Public Health Nurse II
NURSE	:	**GLENDA MARIE CRUZ** Public Health Nurse I
		RONA EMELYN BORCENA Public Health Nurse I
		CRISTINE GREGORIO Public Health Nurse I
MIDWIFE	:	**OLIVIA FRANCISCO** Midwife III
		VIVIAN DELA CRUZ Midwife II

NELIA DE LEON
Midwife II

LUZVIMINDA SUPEÑA
Midwife II

DONA QUILLOSA
Midwife II

WASH TEAM (WATER, SANITATION AND HYGIENE) TEAM

Members : **LORINA GALANG**
Sanitary Inspector II

MELIZA CRUZ
Sanitary Inspector I

NUTRITION TEAM : **FLORICE TUAZON**
Physical Therapist II

MARICEL DE OCAMPO
Sanitary Inspector I

OPCEN TEAM (OPERATIONS CENTER)

Planning : **ESTELA MARIE VICTORIA BAUTISTA**
Public Health Nurse I

MA. KATHERINE MENDOZA
Public Health Nurse I

Logistics : **JOYCE ANNE CATANIAG**
Public Health Nurse I

MA. EDITHA PANGANIBAN
Medtech II

Administrative: **NAOMI DE CASTRO**
Medtech II

DR. MARK LUTHER BRIONES
Dentist II

SUPPORT TEAM : **CATALINA POLICARPIO**
Midwife II

ELENITA JORDA
Midwife III

MARITA PAGDANGANAN
Midwife II

MYLENE DIAZ
Midwife II

ALMA DE LEON
Midwife II

MELANIA FLORES
Midwife II

SECTION 2: DUTIES AND FUNCTIONS. The Health Emergency Response Team (HERT) shall have the following General functions:

1. **Preparedness:** Conduct regular training, drills, and exercises to ensure the readiness of HERT members for health emergencies and disasters.

2. **Response:** Provide immediate medical triage, treatment, and support during health emergencies, disasters, and pandemics.

3. **Evacuation and Shelter Management:** Oversee the safe evacuation and management of individuals in emergency shelters.

4. **Coordination:** Collaborate closely with local government agencies, the Municipal Disaster Risk Reduction and Management Office (MDRRMO), and the municipal government to ensure a comprehensive and integrated response.

5. **Resource Allocation:** Manage resources, including medical supplies and equipment, for effective emergency response.

6. **Communication:** Establish communication and reporting protocols for timely and accurate information dissemination.

7. **Documentation:** Maintain accurate records of HERT activities and responses for monitoring, evaluation, and future planning.

SECTION 3: HERT SUB-TEAM SPECIFIC FUNCTIONS. Each team within the Health Emergency Response Team (HERT) shall have the following duties and functions:

1. **RAPID HEALTH ASSESSMENT AND SURVEILLANCE TEAM.** This team is tasked with swiftly evaluating the immediate health needs of the affected population during health emergencies. They are responsible for conducting rapid health assessments, monitoring and reporting on health-related data to inform decision-making and closely coordinating with other teams to facilitate a timely response.

2. **WASH (WATER, SANITATION AND HYGIENE) TEAM.** The WASH team is dedicated to ensuring the availability of clean water sources and proper sanitation facilities. Their functions also encompass promoting community hygiene practices to mitigate health risks and collaborating with relevant agencies to secure essential resources and equipment.

3. **MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT (MHPSS) TEAM.** This team's primary mission is to provide mental health and psychosocial support to individuals and communities affected by health emergencies. Their duties include offering counseling, psychological first aid, and any needed support, as well as coordinating with local mental health and psychosocial service providers.

4. **NUTRITION TEAM.** Focusing on the nutritional well-being of the community, especially vulnerable groups, the Nutrition Team addresses the nutritional needs during health emergencies. They provide nutritional support and education to ensure adequate nutrition and collaborate with local health agencies and organizations to deliver necessary aid.

5. **OPERATIONS CENTER (OPCEN) TEAM.** The OpCen Team serves as the central coordination hub for all HERT activities. Their core responsibilities include collecting, managing, and disseminating information related to health emergencies. They ensure the efficient deployment of resources, teams, and response efforts to address health emergencies in a timely and effective manner.

6. **SUPPORT TEAM.** The Support Team is responsible for the logistical aspects of HERT operations. They manage the logistics, procurement, and distribution of essential medical supplies and equipment. Administrative tasks such as record-keeping, documentation, and reporting fall under their purview. They are also tasked with assisting in resource mobilization and coordination with relevant agencies.

SECTION 4: ACTIVATION AND RESPONSE TO HEALTH EMERGENCIES. The HERT is authorized to activate and respond to health emergencies in the Municipality of Santa Maria, Bulacan, in accordance with established response plans and protocols.

SECTION 5: REPORTING AND COORDINATION. The HERT shall regularly report its activities and status to the Municipal Disaster Risk Reduction and Management Council (MDRRMC) for coordination and alignment with overall disaster risk reduction and management efforts in the municipality.

SECTION 6: COMPLIANCE AND IMPLEMENTATION. All relevant departments and offices in the Municipality of Santa Maria, Bulacan are directed to cooperate and provide support as necessary for the successful establishment and

operation of the HERT, in accordance with this Executive Order and DOH Administrative Order 2018-0018.

SECTION 7: EFFECTIVITY. This Executive Order shall take effect immediately and shall remain effective unless sooner revoked or modified.

Issued this 9th day of November 2022 here at the Municipal Hall of Santa Maria, Province of Bulacan.

BARTOLOME R. RAMOS
Municipal Mayor