



REPUBLIC OF THE PHILIPPINES
NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

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

MEMORANDUM
No. _____, s. 2021

TO: ALL CHAIRPERSONS AND MEMBERS OF DISASTER RISK REDUCTION AND MANAGEMENT COUNCILS AT THE NATIONAL, REGIONAL, PROVINCIAL, CITY, MUNICIPAL LEVELS AND BARANGAY DISASTER RISK REDUCTION AND MANAGEMENT COMMITTEES, HEADS OF NATIONAL GOVERNMENT AGENCIES, CONSTITUTIONAL OFFICES, STATE UNIVERSITIES AND COLLEGES, TECHNICAL VOCATIONAL INSTITUTIONS, PRIVATE COLLEGES AND UNIVERSITIES, GOVERNMENT OWNED AND/OR CONTROLLED CORPORATIONS, AND PRIVATE STAKEHOLDERS

SUBJECT: Updated Implementing Guidelines and Procedures (IGP) for the Accreditation and Operationalization of the National Service Reserve Corps (NSRC)

1. REFERENCES

- 1.1. Republic Act (RA) 10121 or the "Philippine Disaster Risk Reduction and Management (DRRM) Act of 2010"
- 1.2. Republic Act 9163 or the "National Service Training Program (NSTP) Act of 2001"
- 1.3. National Disaster Risk Reduction and Management Council (NDRRMC) Implementing Guidelines and Procedures on the Development, Organization, Training, Administration, Utilization, Mobilization, Operation, Accreditation, Protection, and Funding of the National Service Reserve Corps (NSRC) Issued in 2012
- 1.4. NDRRMC Resolution approving the Updated Implementing Guidelines and Procedures (IGP) for the Accreditation and Operationalization of the National Service Reserve Corp (NSRC) dated 08 June 2021

2. RATIONALE

Pursuant to Republic Act (RA) 9163, or the National Service Training Program (NSTP) Act of 2001, the NSTP was institutionalized as a program to enhance civic consciousness and defense preparedness in the youth sector while undergoing training in any of its three (3) program components, namely: (1) Reserve Officers Training Corps (ROTC); (2) Literacy Training Service (LTS); and (3) Civic Welfare Training Service (CWTS).

Further, Section 11 of RA 9163 mandated the creation of the National Service Reserve Corps (NSRC) to be composed of NSTP graduates of the non-military components and the accreditation thereof. As the law provides, the members of the NSRC may be tapped by the State for literacy and civic welfare activities through the joint effort of the Department of National Defense (DND), Commission on Higher Education (CHED), and Technical Education and Skills Development Authority (TESDA).

To operationalize the mobilization of the NSRC, the joint committee, through the National Disaster Risk Reduction and Management Council (NDRRMC), issued the Implementing Guidelines and Procedures (IGP) for the same in 2012, which remained as the primary reference for the NSRC's implementation.

With disaster risks increasing, there is a need to harness the role of the NSRC and mobilize the operating units across all thematic areas of DRRM. However, some of the provisions of the existing NSRC IGP have been rendered outdated. Hence, the need for the NSRC IGP to be reviewed and updated.

As approved by the NDRRMC in its Resolution dated 08 June 2021, this NDRRMC Memorandum is hereby issued to provide for the updated NSRC IGP.

3. PURPOSE

The purpose of this NDRRMC Memorandum is to update the implementing guidelines and procedures for the accreditation and operationalization of the NSRC.

4. OBJECTIVES

The general objective of this NDRRMC Memorandum is to provide guidelines on the accreditation and operationalization of the NSRC. The specific objectives of this NDRRMC Memorandum are as follows:

- 4.1. To prescribe the procedures for development, organization, training, administration, utilization, mobilization, operation, accreditation, protection, and databasing of NSRC units as SBNUs and CBNUs;
- 4.2. To specify the training requirements to be undertaken by SBNUs and CBNUs;
- 4.3. To prescribe literacy, civic welfare, and mobilization activities for NSRC units across the four (4) DRRM thematic areas; and
- 4.4. To clarify funding mechanisms to support NSRC-related activities.

5. SCOPE

The coverage of this NDRRMC Memorandum shall cover all School-Based NSRC Units (SBNUs) and Community-Based NSRC Units (CBNUs) that are organized under the authorities of concerned agencies and institutions. Likewise, it shall apply to all NSRC units that have already been established prior to the approval of this amended NSRC IGP.

6. DEFINITION OF TERMS

- 6.1. **Accreditation** – refers to the process of determining the suitability and capability of an individual to perform DRRM tasks, based on the criteria and guidelines to be issued by the OCD and DILG in consultation with other concerned agencies, offices, organization, or entities.
- 6.2. **Accredited Community Disaster Volunteer (ACDV)** – refers to individuals or organized volunteers, who possess the requisite qualifications stipulated in the Policy Guidelines for Accreditation, Mobilization, and Protection of Community Disaster Volunteers and whose names were submitted and officially included in the LDRRMC List of Community Disaster Volunteers, and/or national roster of ACDVs maintained by the OCD
- 6.3. **Civic Welfare Training Service (CWTS)** – refers to the NSTP component or activities contributory to the general welfare and the betterment of life for the members of the community or the enhancement of its facilities, especially those devoted to improving health, education, environment, entrepreneurship, safety, recreation, moral of the citizenry, and other social welfare services
- 6.4. **Community-Based Disaster Risk Reduction and Management (CBDRRM)** – refers to a process of disaster risk reduction and management in which at risk communities are actively engaged in the identification, analysis, treatment, monitoring and evaluation of disaster risks in order to reduce their vulnerabilities and enhance their capacities, and where the people are at the heart of decision-making and implementation of disaster risk reduction and management activities
- 6.5. **Community-Based NSRC Units (CBNU)** – refers to the established organizations of graduates of the CWTS or LTS components of the NSTP Program who have graduated from their formal academic education under the HEIs under CHED or technical-vocational institutions (TVIs) under TESDA
- 6.6. **Higher Educational Institutions (HEIs)** – refers to universities, colleges, and other educational institutions offering higher education
- 6.7. **Literacy Training Service (LTS)** - refers to the Program component designed to train the students to teach literacy and numeracy skills to school

- children, out-of-school youths, and other segments of society in need of their services;
- 6.8. **Mobilization** – refers to the official act of calling upon NSRC reservists and NSRC units to report to their respective designated mobilization centers and organized to perform duty as disaster responders and other DRRM tasks.
 - 6.9. **Mobilization Order** – refers to verbal or written instruction coming from the City or Municipal LDRRMO, Provincial LDRRMO, or the OCD Regional Director requesting a Volunteer Mobilizing Organization (VMO) to mobilize its volunteers for DRRM-related activities.
 - 6.10. **National Service Reserve Corps (NSRC)** – an organization composed of graduates of Civic Welfare Training Service (CWTS) and Literacy Training Service (LTS) components of the National Service Training Program (NSTP) as mandated by Republic Act 9163 (NSTP Act of 2001);
 - 6.11. **NSRC Reserve Group (NRG)** – refers to the highest level of organization of NSRC reservists composed of at least five (5) or more NSRC sections organized at the provincial level and highly urbanized cities, as well as Higher Education Institutions (HEIs), and Technical-Vocation Institutions (TVIs)
 - 6.12. **NSRC Reservist** – refers to an individual who is a graduate of the CWTS or LTS component of the NSTP with a designated NSRC serial number
 - 6.13. **National Service Training Program (NSTP)** - refers to a program aimed at enhancing civic consciousness and defense preparedness in the youth by developing the ethics of service and patriotism while undergoing training in any of the three (3) program components. Its various components are specially designed to enhance the youth's active contribution to the general welfare;
 - 6.14. **School-Based NSRC Units (SBNU)** – refers to the established organization of students or **graduates** of the CWTS or LTS components of the NSTP who are still enrolled in the HEIs and TVIs
 - 6.15. **Technical-Vocational Education and Training (TVET)** – refers to the education process designed for post-secondary and lower tertiary levels, officially recognized as non-degree programs aimed at preparing technicians, paraprofessionals and other categories of middle-level workers by providing them with a broad range of general education, theoretical, scientific and technological studies, and related job skills training
 - 6.16. **Technical-Vocational Institutions (TVIs)** – refers to an institution whether public or private offering technical vocational education and training (TVET) program/s. This shall include TESDA Technology Institutions, Public and Private Technical Vocational Institutes, and Higher Education Institutions

(HEIs), State Universities and Colleges (SUCs), Local Colleges and Universities (LUCs), Training Centers, and enterprises offering TVET programs.

- 6.17. **Volunteer Mobilizing Organization (VMO)** – refers to organizations, such as government agencies, civil society organizations (CSO), private sector groups or local government units (LGUs), which community disaster volunteers (CDVs) are members and are responsible for the accreditation and registration, mobilization, and protection of CDVs.

7. POLICY STATEMENT

This NDRRMC Memorandum is issued to further strengthen the establishment of the NSRC as a continuing effort to operationalize civic engagement through acts of DRRM volunteerism pursuant to the engagement of volunteers in the government's DRRM programs towards complementation of resources and effective delivery of services to the citizenry as identified in Republic Act No. 10121.

8. GENERAL GUIDELINES

- 8.1. The NSRC shall be composed of graduates of the CWTS and LTS components of NSTP. An NSRC Unit is classified as either an SBNU (composed of CWTS and LTS graduates and organized within the jurisdiction of the HEI and TVI) or a CBNU (composed of CWTS and LTS graduates and are now serving their community).
- 8.2. CHED and TESDA shall have the overall responsibility to supervise and regulate the operationalization of SBNUs in HEIs and TVIs, respectively. On the other hand, the local government units (LGUs) through the LDRRMOs, and in coordination with Barangay DRRMCs, shall have the overall responsibility to supervise and regulate the operationalization of CBNUs in their respective localities.
- 8.3. The role of LGUs in the out-of-campus immersions of CWTS and LTS classes shall be coordinated with the NSTP Office and the DRRM office of the HEI/TVI and the DRRMOs. These CBNUs shall be utilized in DRRM activities of the communities (Prevention and Mitigation, Preparedness, Response, and Rehabilitation and Recovery).
- 8.4. Member agencies of the DRRMCs at the national, regional, and local levels shall be enjoined to advocate for DRRM volunteerism through the NSRC and shall actively support the organization of the NSRC units and offices in their respective areas of responsibilities and implementation of NSRC-related programs, activities, and projects.

9. RESPONSIBILITY

- 9.1. **The Secretary of National Defense (SND)** as Chairperson of the NDRRMC through the Administrator, OCD shall exercise overall responsibility on the development, organization, training, administration, utilization, mobilization, operation, accreditation, protection, and funding of the NSRC.
- 9.2. **The Chairperson of Commission on Higher Education (CHED)** through the HEIs shall be responsible for the issuance of NSRC serial numbers to all CWTS and LTS graduates of the NSTP and the development, organization, training, administration, utilization, mobilization, operation, accreditation, protection, and funding of school-based NSRC Reservist Units in HEIs under its jurisdiction.
- 9.3. **The Director General, Technical Education Services and Development Authority (TESDA)** through the TVIs shall be responsible for the issuance of NSRC serial numbers to all CWTS and LTS graduates of the NSTP and development, organization, training, administration, utilization, mobilization, operation, accreditation, protection, and funding of school-based NSRC Reservist Units in TVIs under its jurisdiction.
- 9.4. **The Secretary, Department of the Interior and Local Government (DILG)** through the LGUs/LDRRMCs shall be responsible for the development, organization, training, administration, utilization, mobilization, operation, accreditation, protection, and funding of community-based NSRC Units from the provincial down to the barangay level.
- 9.5. **Other Member Agencies, Bureaus, Offices, and Entities of the NDRRMC** shall be responsible for conducting advocacy of volunteerism for DRRM and shall actively support the organization of the NSRC offices in their respective areas of responsibilities and the implementation of its programs and activities.

10. MISSION AND FUNCTION OF THE NSRC

- 10.1. Mission: To provide a trained, motivated, and organized manpower reserve that can be tapped by the State for DRRM, civic welfare, literacy, national emergency, environmental protection, and other similar endeavors in the service of the nation.
- 10.2. Functions:
- 10.2.1. To assist in the disaster preparedness, mitigation, response, and rehabilitation programs;
 - 10.2.2. To serve as an auxiliary to the Disaster Risk Reduction and Management Councils (DRRMCs) response units;
 - 10.2.3. To assist in the promotion of civic welfare activities;
 - 10.2.4. To assist in the implementation of literacy programs;

- 10.2.5. To assist in socio-economic development;
- 10.2.6. To respond in case of mobilization for national emergency;
- 10.2.7. To assist in environmental protection; and
- 10.2.8. To perform other similar endeavors as directed by higher DRRM authorities.

11. ORGANIZATION OF SBNUs AND CBNUs

- 11.1. The NSRC Unit to be established under the Capacity Building and Training Service of the OCD shall be responsible for the supervision and monitoring of the implementation of NSRC development, organization, training, administration, utilization, mobilization, operation, accreditation, and protection of the NSRC from the national down to the regional, provincial, and municipal level. It shall serve as repository of all data pertaining to the NSRC and shall formulate the NSRC manual and operating procedures for the full implementation of the NSRC program as provided for in this IGP and subsequent OCD publications.
- 11.2. The NSRC School Directorate Office (NSDO) shall be established in all HEIs/TVIs. The NSDO shall be responsible for the development, organization, training, administration, and operationalization of the school-based NSRC. The NSRC School Directorate Office shall be placed under the Director of the Disaster Risk Reduction Management Office of HEIs/TVIs.
- 11.3. The NSRC Community Directorate Office (NCDO) shall be organized under the local government units or LDRRMCs at the provincial and municipal level. The LGU/LDRRMC through their respective NCDOs shall be responsible for the development, organization, training, administration, utilization, mobilization, protection, funding, and operation of the NSRC units. The barangay official who leads the Barangay DRRMC in accordance with RA 10121 shall be in-charge of the NSRC at the barangay level unless this is assigned to another barangay official via barangay ordinance or resolution.
- 11.4. School-based NSRC Units (SBNU)
 - 11.4.1. HEIs and TVIs shall be responsible for the development, organization, training, administration, operationalization, funding, and protection of SBNUs.
 - 11.4.2. SBNUs shall be composed of CWTS and LTS graduates who are still enrolled in the HEIs and TVIs. The SBNUs shall be placed under the control and supervision of the DRRM offices and units of the HEIs and TVIs.

11.4.3. CHED ROs and TESDA ROs shall be responsible for the issuance and maintenance of NSRC serial numbers to all the graduates of CWTS and LTS components of the NSTP to become officially organized as SBNUs. For this purpose, all organized SBNUs shall be issued with activation orders by the HEIs and TVIs.

11.5. Community-based NSRC Units (CBNU)

11.5.1. The CBNUs shall be established and organized by the DILG through the LGUs in all the city, municipal, and provincial levels. The LGUs, through their LDRRMOs and Provincial DRRMOs, shall be responsible for the organization and administration of the CBNUs.

11.5.2. CBNUs shall be composed of graduates of LTS and CWTS components, who have served as SBNUs with corresponding serial numbers issued by CHED ROs and TESDA ROs. The CBNUs shall be placed under the control and supervision of the LDRRMOs in their respective localities.

12. ADMINISTRATION OF NSRC RESERVIST UNITS

12.1. The OCD shall:

12.1.1. Coordinate with DND, CHED, TESDA, and DILG regarding the formulation of a system of morale and welfare upliftment that will include but not limited to the following: Awards, Ranks, Promotions, and Training.

12.1.2. Coordinate with DND, CHED, TESDA, DSWD, DILG, DENR, and other relevant agencies the formulation of an NSRC Reservist Career Development System to cover DRRM, civic welfare, literacy, national emergency, environmental protection, and other similar endeavors.

12.2. NSRC Reservists shall be accounted for during NSRC assembly test or actual assembly during mobilization by their LDRRMCs. Assembly tests shall be held at least twice a year at the barangay level.

13. REGISTRATION AND ACCREDITATION OF NSRC RESERVIST

13.1. Members of the SBNUs shall be required to register in their respective barangays of residence and shall secure a barangay certification that he/she is registered and accounted for. The certificate to be issued shall be a requirement for college/program graduation and shall be free-of-charge to

the student. Further, the barangay shall charge the expenses to their respective DRRM funds.

- 13.2. Registration of the members of the CBNU as NSRC Reservists in their respective localities shall be done by the LGUs at the barangay level.
- 13.3. Accreditation of the members of the CBNU as NSRC Reservists shall be done at the city and municipal level. The LGUs at barangay, city, and municipal levels shall comply with the registration and accreditation guidelines to be issued by the DILG.
- 13.4. An individual NSRC Reservist may register at any CSO, private sector, or barangay where he/she resides or works and be accredited at the city or municipality for him/her to be an ACDV. The CSO, private sector, or barangay that the NSRC Reservist has registered at shall now apply for accreditation as VMOs at their respective localities.
- 13.5. As stipulated in RA 10121, accreditation of NSRC and ACDVs shall be done at the city or municipal level through the LDRRMCs. CBNU which the NSRC Reservists belong shall apply for accreditation as VMOs for their members to become ACDVs. Further, the members of the CBNU that are accredited as VMOs shall be automatically accredited as ACDVs.

14. DATABASING OF SBNU AND CBNU

14.1. School-Based NSRC Units (SBNU)

- 14.1.1. CHED and TESDA shall submit the complete list of graduates to the OCD Central Office for consolidation. The national database of LTS and CWTS completers consolidated by the CHED and TESDA shall be provided, if necessary. Database of NSTP graduates shall provide sex-disaggregated data.
- 14.1.2. Database of SBNU including the Serial Numbers issued by the CHED ROs and TESDA ROs shall be subject for consolidation and submission to their respective OCDROs. In addition to the serial numbers, the database shall include but not limited to the students' complete name, name of school, course/program, sex, birthdate, present residence/home address, provincial address, contact number/s, email address, and present status as a student (if still in school). Further the same shall be subject to the pertinent rules and regulations of RA No. 10173, otherwise known as the Data Privacy Act of 2012.

14.2. Community-Based NSRC Units (CBNU)

14.2.1. Database of CBNU as NSRC shall be furnished by the LDRRMOs to the OCD Regional Office for consolidation and submission to the OCD Central Office through the CBTS and OS. The NSRC database of CBNU shall include, among others, full name, date and place of birth, name of school and date graduated from NSTP, present residence/home address, present occupation.

14.2.1.1. The LDRRMOs at city or municipal level shall submit the list of CBNU as ACDVs at least annually to the Regional DRRMC for inclusion in the National Roster of ACDVs that shall be maintained by OCD Central Office through the CBTS and OS.

14.2.2. In addition to the serial number issued to CBNU, the CBNU accredited as ACDVs shall also be issued a unique personal identification number and with an identification card.

15. UTILIZATION

15.1. The NSRC reservists and units shall be utilized in accordance with the PDRRM Act of 2010 (RA 10121) and the NSTP Act of 2001 (RA 9163) which include but not limited to the following:

15.1.1. DRRM: Mitigation, Preparedness, Prevention, Response, Relief, and Rehabilitation

15.1.2. Environmental Protection/Preservation and Rehabilitation

15.1.3. Civic Welfare and Literacy Activities; and

15.1.4. Other tasks needed to address emergencies/calamities/crises.

15.2. OCD shall prescribe the procedures for the utilization of the NSRC Reservists and Units in coordination with CHED/TESDA for school-based NSRCs and with DILG and LGUs/LDRRMCs for community-based NSRCs.

16. MOBILIZATION

16.1. NSRC Units

16.1.1. SBNU, in case of disaster or emergencies, may be mobilized by the OCD in coordination with HEIs under CHED and TVIs under TESDA, provided that they are of legal age.

- 16.1.2. The concerned HEI or TVI shall provide the necessary administrative and logistics requirement such as insurance, food, transportation, temporary shelter, and other benefits covered under RA 10121. In the event the SBNU is deployed or utilized outside the immediate vicinity of the school, the LDRRMC provide additional logistics, protection, and insurance requirements.
 - 16.1.3. Mobilization and deployment of NSRC units outside of the locality shall emanate from a higher authority as defined under Section 15 of RA 10121. The SND, through the Administrator, OCD shall have the power to mobilize NSRC reservist units for DRRM purposes and other national emergency or crisis situations.
 - 16.1.4. The OCD through the Operations Service (OS) shall be mainly responsible for the supervision of deployment and monitoring of NSRC units during emergency cases from the national level.
 - 16.1.5. The Chairperson of the LDRRMCs shall have the power to mobilize the NSRC units based in their respective localities for DRRM response within their geographical jurisdiction upon the declaration of a state of calamity.
 - 16.1.6. The mobilization and deployment of NSRC units at the regional level shall be the responsibility of the OCD Regional Offices (ROs), in coordination with the Provincial DRRMOs.
 - 16.1.7. The LGUs, through LDRRMOs and BDRRMCs, shall be mainly responsible for the operation and mobilization of the NSRC units in their respective localities.
- 16.2. CBNU accredited as ACDVs
- 16.2.1. A 'mobilization order' shall be issued by the LDRRMOs instructing CBNU accredited as VMOs to mobilize their ACDVs for DRRM-related activities.
 - 16.2.2. Costs related to the mobilization of the volunteers will be primarily borne by the VMOs. These include, but are not limited to: transportation, equipment, supplies and materials, rations and shelter.
 - 16.2.3. In the event of large-scale disaster, the PDRRM Officer or the OCD Regional Director may issue the 'mobilization order' to CBNU accredited as VMOs requesting them to mobilize their ACDVs. This shall be done in close coordination with the accrediting LDRRMOs.

The PDRRMO or OCD Regional Director, in coordination with the accrediting LDRRMO, may deploy ACDVs coming from any City or Municipality in the region to affected areas within their jurisdiction.

16.2.4. RDRRMCs may request for volunteer support from other RDRRMCs; accredited CBNU as VMOs may also be requested to assist in other regions, especially during disaster response. Proper coordination processes and protocols, however, shall have to be ensured with the VMOs' accrediting LDRRMOs.

16.2.5. CBNU accredited as VMOs shall comply with the specific mobilization procedures stipulated in the ACDV guidelines to be issued by the OCD Central Office.

17. OPERATION

17.1. OCD:

17.1.1. OCD through the Capacity Building and Training Service shall formulate Standard Operating Procedures (SOPs) for the overall and specific operation of the NSRC units

17.1.2. It shall closely supervise the conduct of NSRC operations nationwide and ensure proper coordination with the HEIs under CHED, TVIs under TESDA, and with the LGUs/LDRRMCs at all levels

17.1.3. It shall conduct periodic operational exercises to evaluate the actual operational capability of NSRC units at all levels.

17.2. HEIs under CHED and TVIs under TESDA

17.2.1. There shall be an NSDO in every HEIs under CHED and TVIs under TESDA that will be in-charge in the development, organization, training, equipage, administration, and deployment of the school-based NSRC unit

17.2.2. The officials of every HEIs under CHED and TVIs under TESDA shall be responsible in the utilization of the SBNU as first disaster responders in their respective school campuses and their immediate vicinities.

17.3. LGUs

- 17.3.1. The LGUs shall have the primary responsibility as First Responder during disasters in their respective localities as provided for in Section 15 of RA 10121. As such, there shall be an NCDO established at the provincial and municipal levels that will be responsible for the development, organization, training, equipage, administration, and deployment of their respective CBNUs
- 17.3.2. LGUs shall deploy and utilize NSRC units in accordance with the SOPs prescribed by OCD.

18. TRAINING

- 18.1. The OCD through the CBTS, in coordination with DND, CHED, TESDA and other relevant subject matter experts, authorities, and organizations shall develop appropriate DRRM training programs and other learning and development interventions to capacitate the NSRC reservists with the skills and experience required to render their services.
- 18.2. CBNUs shall undergo other specific DRRM training based on their skills and competencies, as well as on the needs of the concerned LGUs.
- 18.3. For SBNU
 - 18.3.1. The HEIs/TVIs shall require all CWTS and LTS students to complete the following at the minimum:
 - 18.3.1.1. 1st Semester: Community-based DRRM Training
 - 18.3.1.2. 2nd Semester: Completion of CBDRRM Action Plan
 - 18.3.2. The Community-based DRRM Training shall be conducted by the LDRRMOs to be assisted by OCDROs. The completed CBDRRM Action Plan shall be submitted to LDRRMOs.
 - 18.3.3. CHED through HEIs shall standardize and institutionalize literacy programs and training to enable students to teach literacy and numeracy skills to children and out-of-school youth and the civic welfare training service program to enhance the civic consciousness of students by developing the value of service and commitment for the welfare and betterment of life of all members of the community.
 - 18.3.4. The TVIs with recognized programs registered by the TESDA shall standardize and institutionalize various civic welfare training service

programs, including but not limited to health, education, DRRM, climate change adaptation, and environmental consciousness.

18.4. For CBNU

18.4.1. The LDRRMOs shall ensure DRRM training courses for CBNUs organized within their areas of responsibility. The DRRM training courses shall encompass all the DRRM thematic areas in accordance with the training needs, skills, and qualifications of the CBNUs.

18.4.2. The LGUs may tap the OCD and other government agencies and authorities for the provision of technical assistance for DRRM training.

19. ACCREDITATION OF DRRM TRAINING ORGANIZATION FOR NSRC

19.1. The OCD, in consultation with CHED, TESDA, and DILG shall prescribe the procedures, qualifications, processes, criteria, and other requirements for the accreditation of training organization, and certification for individual trainers.

19.2. The OCD shall be responsible for the processing and approval of the application for accreditation of the training organization, assessment, and certification of individual trainer/s for NSRC. All government agencies mandated and involved in the conduct of DRRM training shall be qualified for accreditation as a training organization for NSRC reservists.

19.3. Only competent and authorized trainers from accredited training organizations or institutions shall be allowed to conduct DRRM training activities.

19.4. Training organizations shall be duly registered with Securities and Exchange Commission (SEC) and Department of Trade and Industry (DTI), specifically for the purpose of conducting DRRM trainings.

20. PROTECTION

20.1. For SBNU

20.1.1. The protection of SBNUs during training, mobilization, deployment, and utilization shall be the responsibility of the concerned HEI and TVI, in coordination with CHED ROs and TESDA ROs, respectively.

20.1.2. The HEI and TVI, in coordination with CHED and TESDA, respectively, shall be responsible for providing the insurances logistics, and other necessary benefits, including hospitalization for

SBNU members who incur injury while undergoing training, mobilization, and deployment.

- 20.1.3. CHED and TESDA shall issue specific guidelines for the insurance and protection of the SBNUs.

20.2. For CBNUs

- 20.2.1. CBNUs accredited as ACDVs shall be provided with personal accident insurance with a minimum coverage of P100,000.00; at a minimum, this insurance must include coverage for accidental death or dismemberment, permanent disability and hospitalization cost reimbursement.
- 20.2.2. Regional and Local DRRMCs shall extend the following compensatory benefits to the members of CBNUs accredited as VMOs:
 - 20.2.2.1. burial assistance, in case of death of a volunteer;
 - 20.2.2.2. free medical service and/or hospitalization in a government hospital for mission-acquired illness or injury;
 - 20.2.2.3. access to counselling, post-trauma stress debriefing, or psychosocial support services;
 - 20.2.2.4. other benefits or assistance the Regional and LDRRMCs may be able to provide
- 20.2.3. CBNUs accredited as ACDVs must be included in the LDRRMO's official list of ACDVs in order to be entitled to insurance and compensatory benefits.
- 20.2.4. Regional and LDRRMCs may preposition or donate PPEs to CBNUs accredited as VMOs for the use of their ACDVs. PPEs may include, but are not limited to: protective headgear, ear plugs, boots, gloves, masks, safety goggles, first aid kits. Other equipment may also be provided to VMOs, including communication equipment, search and rescue equipment, life jackets, etc.

21. FUNDING

- 21.1. All public and private HEIs and TVIs are enjoined to allocate funding to support NSRC activities and requirements of the SBNUs. The sources of funding shall be the allocated NSTP funds, training funds of both HEIs and TVIs, and allocated funds from the DRRM Offices in SUCs.
- 21.2. All expenses to support the CBNUs shall be charged against the Local Disaster Risk Reduction and Management Fund (LDRRMF) of the LGU.

Regional DRRMCs and OCDROs shall provide additional funding support, as necessary.

- 21.3. Funding coverage for all SBNUs and CBNUs shall cover expenses for organization, training, equipment, protection, mobilization, and other essential activities and requirements.

22. MONITORING, EVALUATION AND SUBMISSION OF REPORTS

- 22.1. The OCD through LDRRMOs for CBNUs and CHED ROs and TESDA ROs for SBNUs shall conduct periodic evaluations of NSRC units to ensure their operational capability for DRRM response. Concerned agencies shall regularly monitor the implementation of the Implementing Guidelines and Procedures. Further, concerned agencies shall submit the reports quarterly to the OCD for consolidation.
- 22.2. CHED ROs and TESDA ROs, in coordination with HEIs and TVIs, respectively, shall submit an annual report on the roster of CWTS and LTS graduates to the OCD ROs for final consolidation of OCD Central Office.

23. INSTITUTIONAL ARRANGEMENT

- 23.1. The OCD, through the CBTS, in collaboration with other agencies and organizations shall spearhead the development of DRRM training programs for SBNUs and CBNUs.
- 23.2. The LDRRMOs shall implement DRRM training courses encompassing all the DRRM thematic areas for CBNUs organized within their areas of responsibility.
- 23.3. The OCD through the CBTS and OS shall consolidate and maintain the database of all SBNUs and CBNUs as submitted by the OCDROs and national roster of ACDVs as submitted by the RDRRMCs.
- 23.4. CHED and TESDA shall provide specific policies and guidelines to regulate the operationalization of SBNUs in HEIs and TVIS.
- 23.5. The DILG shall provide specific policies and guidelines to regulate the operationalization of CBNUs in the LGUs.
- 23.6. CHED and TESDA shall spearhead the organization and mobilization of the SBNUs.
- 23.7. The DILG, through the LGUs, and in coordination with the OCD central and regional offices, shall spearhead the organization and mobilization of the CBNUs.

24. TRANSITORY PROVISION

Pending the formulation and approved details of the standard operating procedures for operations, programs of instruction (POI) for special and advance training for NSRC, criteria for accreditations of NSRC Training Organizations shall be maintained as prescribed herein and in other related publications.

25. REPEALING CLAUSE

All existing issuances inconsistent herewith are hereby repealed or modified accordingly.

26. SEPARABILITY CLAUSE

In the event that any provision or part of this Memorandum is deemed invalid by a court of law or competent authority, the remaining provisions hereof which are not affected thereby shall continue to be in full force and effect.

27. AMENDATORY CLAUSE

The Secretary of National Defense as Chairperson, NDRRMC through the OCD Administrator (OCDA), in coordination with Chairperson, CHED and Director General, TESDA may cause the amendment of these Implementing Guidelines and Procedures as the need arises.

28. EFFECTIVITY CLAUSE

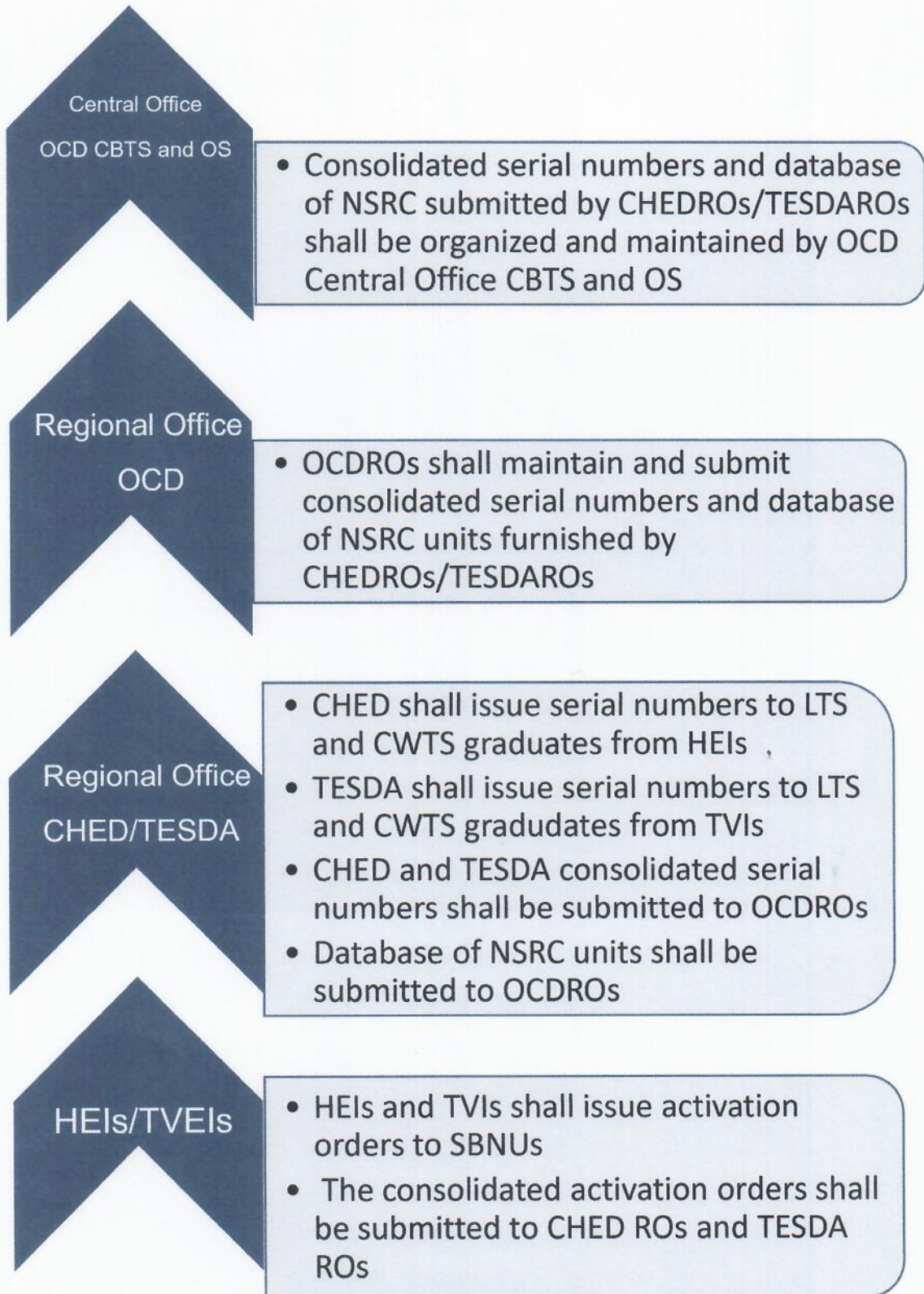
This NDRRMC Memorandum shall take effect immediately upon approval unless otherwise lifted by a competent authority.



SECRETARY DELFIN N. LORENZANA
Secretary, Department of National Defense and
Chairperson, NDRRMC



Annex A
Process of Databasing the SBNU



Annex B
Process of Databasing the CBNU

