

## EMERGENCY RESPONSE PLAN

( A Comprehensive Response Actions In Case Of Emergencies )

The Miagao Water District formulates, adopts and implements various action plans in response to emergency situations in order to prevent, control, contain and mitigate circumstantial and incidental problems that could hamper or jeopardize the operation of the District. Various calamities are hereby categorically enumerated with their corresponding action plans:

### CATEGORY 1 – NATURAL CALAMITIES

1. Flood
2. Landslide/Erosion of River Bank
3. Typhoon
4. Earthquake

The Miagao Water District essential facilities are located in areas which are very susceptible to damages that may be caused by floods and soil erosion. The MWD Pumping Station No.1 at Bgy. Ubos Ilaya was previously located approximately 10 meters from the river bank of Tumagbok River. However, due to constant flooding that usually happens after every heavy rain (*even though there is no typhoon*) the river bank eroded to an alarming level. At present, the fence of the Pumping is already a meter apart from the river bank protected by gabions.

Since there is no permanent or stable structure to protect the river bank, there is the possibility that the flood will continue to erode the bank of the river upstream and along the Pumping Station-1.

Another MWD facilities/structure that is also very susceptible to food damage is the Dugwell-3 which is located within the river bed of Tumagbok River located between Brgy. Igtuba and Brgy. Ubos Ilaya.

In case of earthquake, personnel should take the necessary precaution whether at work in the office or in the field. The stability of the elevated and ground tank should always be monitored and checked by the pump operators every time they conduct valving.

**Action Plans:**

1. Stabilize the riparian areas upstream of the District's facilities by
2. constructing retaining structures that would contain or address soil erosion and scouring caused by floods during rainy seasons.
3. Coordinate with LGU and NGO's to re-channel the water course of Tumagbok River in such a direction that would not pose danger to facilities' location.

4. Seek assistance from local and other government units in the construction of river-bank-protective structure which will mitigate the destructive force of floodwaters that is perilous to the District's facilities and other components.
5. In case of earthquake, personnel should take necessary precautions whether at work in the office or in the field during or after the calamity happens. The stability of the reservoirs and pipe networks should be monitored and checked by the pump operators and maintenance personnel for post evaluation of the extent of damage or effect.

If something unusual is expected to happen or is already happening, the operators' on-duty should immediately inform GM or the Board Chairman for further instructions. The Water Resource and Facilities Operators may contact the GM at Mobile No. 09177246102, Office No. 3158430 or Residence Phone No. 3310077. And the Chairman can be reached thru her Mobile No. 0909353374 or thru a landline No. 315-8483.

Other personnel should be notified as deemed necessary and should respond immediately even during weekends and holidays.

## **CATEGORY 2 – MAN-MADE DISASTERS**

1. Fire
2. Robbery/Theft
3. Sabotage of MWD Facilities

**Action Plans:**

1. The ground reservoir of the District has always a water reserve of at least thirty per cent (30%) of its capacity to be used during fire. Fire hydrants are also installed in locations familiar with the firemen and are easily accessible to them.
2. In case of fire incident when the pump equipment of the District is not in operation and when the water reserve is all used up, the system can be put back into operation by informing the Pump Operators or the General Manager. The Operators may be contacted at their addresses and numbers listed herein.
3. Fire Marshals however, should coordinate with the MWD Office each time they need to withdraw water from the fire hydrants to account the quantity of water withdrawn.
4. In case of stealing or robbery incident and/or sabotage of the District's equipment and facilities, the incident shall be reported immediately to the General Manager for proper coordination with the police authority. Investigation shall follow soon to determine necessary measures to be taken in to prevent the re-occurrence of the same.

<b>Pump Operators</b>	<b>Address</b>	<b>Contact No.</b>
Engr. Rey C. Mosura	Brgy. Lumangan, Miagao	02965113075
Jerry Morano	Netura St., Miagao	09482431203
Ian Rosareal	Brgy. Malagyan, Miagao	09109272557
Jahn Marc Famindalan	Brgy. Sapa, Miagao	09755531767

### **Category 3 – Failure of Equipment and Facilities**

1. Major Pipeline Leak
2. Equipment Breakdown (Pumping Facilities)
3. Power Interruptions (Prolonged)
4. Depletion of Existing Water Source (Dugwells)

#### **ACTION PLANS:**

##### **1. Major Pipeline Leak**

- a. An Emergency Response Team is always ready to take repair actions upon knowing or receipt of information by the office
- b. Storekeeper should always update and make readily available the necessary tools and materials upon request of the maintenance personnel
- c. Affected service areas should be informed of the on-going repair works that would affect or interrupt supply.

##### **2. Equipment Breakdown**

- a. The operator on duty should immediately report the problem to the office. He should then assess the cause and report the same to the office.
- b. The office should take alternative mode of supplying the water to the system so the service will not be interrupted.

- c. Suppliers of equipment and their technical servicemen should be consulted for their immediate attention, advice and/or repair service.
- d. Technical advices from LWUA personnel may also be sought since the technical specifications of the electro-mechanical equipments have been designed and specified by them
- e. Public announcement during prolonged interruption may be done to make the concessionaires aware of the situation.

Contact Person/Numbers in case of Equipment Breakdown:

1. New Interlock Sales & Services

Contact Person : Mr. 09173214696  
Office Number : (32) 231 5906 to 07  
Mobile Number : 09173214696

2. Technician

Contact Person : Rolando Caoyonan  
Mobile Number : 09192191124

3. Local Water Utilities Administration (LWUA)

Office Number : (02) 920 5581 to 99

Contact Person : Engr. Eduardo T. Suanco  
Contact Number : 09399089280

### 3. Power Interruption

- a. For localized power interruption affecting Pumping Station area, the pump operator/s shall immediately inform the office of the event so that affected customers can be informed of a certain service interruption.
- b. Personnel in charge of operation shall inquire from the local power provider of the cause of interruption and the time of service resumption.
- c. Contact Person/Numbers in case of Power Interruption:
  - i. Contact Office: ILECO-I, Miagao Sub-Office  
Contact # : 3158013
  - ii. Contact Person: ILECO-1, Tigbauan Office  
Contact # : 5117822 to 25

Alternate equipment: Engine-driven pump  
under rehabilitation

### 4. Shortage of Water Supply Due to Insufficient Yield at Source

- a. Water level at Dugwell sources is regularly monitored so as to determine whether the yield is depleting or not.

- b. In the event the drawdown level reaches its critical mark, action plans to mitigate serious effects in the coming time should be put in place.
- c. Possible alternate source, option of use of equipment and facilities should be considered. One Dugwell maybe made to augment the other depleting water source.
- d. Pumping schedule would be adjusted to meet only the peak hour demand of water supply.
- e. Water rationing should be opted to in the event serious water shortage is inevitable.
- f. For prolonged interruption, the public should be informed about the situation. The management should designate personnel to make public announcement.

**CATEGORY 4 – MANPOWER AND EVENTS–RELATED**

1. Leave of Absence of Personnel
2. Accidents
3. Major Affairs in the Municipality
  - Patronal Fiesta
  - Municipal Fiesta

**ACTION PLANS:**

**1. During Leave of Absence of Personnel**

- a. GM – The General Manager should designate an officer–in–Charge who shall be responsible for the overall operations of the District subject to the limitations of functions as directed.

b. Bill Collector – The Bill Collector receives payment for water bills and acts as working fund custodian. In his/her absence, the GM or other personnel as designated by the Gm shall assume the function.

c. Bookkeeper – Prior to his leave of absence the Bookkeeper should prepare documents needed in the office during his absence.

d. Plumber – The District shall employ the service of another plumber on Job Order basis to perform the Plumber's necessary functions during his leave of absence.

e. Pump Operators – The Operators shall seek approval of his Leave of Absence from the General Manager at least 1 week before so a reliever can be designated in his place.

## 2. Accidents

- i. Working with the electro-mechanical equipments, handling corrosive chemicals, and working along roadsides would expose personnel to work related danger. Thus all personnel shall be made aware of safety measures and precautions while working in the said environment
- ii. The District shall be equipped with first aid kit and supplies readily available in the event of emergency cases.

- iii. Should the extent of injury suffered by personnel require medical attention, he/she should be brought soon to the Rural Health Clinic for proper treatment.
- iv. The Bookkeeper should make available all the necessary Philhealth requirements in case the employee needs it during hospitalization.

### 3. Events–Related Emergency Situations

- a. Festivities in town definitely result to an increase in water demand. Thus, prior to the expected event all storage facilities shall be filled up to its capacity to meet the demand.
- b. Pumping operations shall be adjusted or extended to such a period of time or beyond the duration of the event
- c. Personnel shall be on stand by and ready to address any emergency problems during the event.
- d. Overtime work may be advised to ensure that operations would run smoothly and downtimes would be avoided.

#### CONTACT NUMBERS IN EMERGENCY CASES

Office Landline Number: 315 8430

Pump Station Number: 315 9937

GM's Mobile Number: 09177246102

OPERATIONS MANUAL

BOD Norberto N. Federico	09093573374
BOD Julieta P. Polido	09273735652
BOD Rogelio T. Carreon	09267606305
BOD Hector M. Tejado	09198495982
BOD Patricio N. Fio	
Engr. Rey C. Mosura	09265113075
Randy Nanagad	09105817093
Harold Panes	09127707632
Marc Famindalan	09755531767
Ian Rosareal	09109272557
Jerry Morano	09482431203