



REQUEST FOR QUOTATION

Date: 29 April 2023
RFQ No.: 100-23-02-292

Name of Company: _____
Address: _____
Name of Store/Shop: _____
Address: _____
TIN: _____
PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Procurement of Various Printing Services and Other Materials for the Pasig City Disaster Risk Reduction and Management Office** with an Approved Budget for the Contract (ABC) of **Php 459,350.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Tarpaulin Printing 4x6, - 1. Planning P - 8 tarps, for posting on walls. 2. ICS Organization - 8 tarps, for posting on walls. 3. ICS Form 201-1 (16 tarps, 1 pc. per group) 4. ICS Form 201-2 (16 tarps, 1 pc. per group) 5. ICS Form 201-3 (16 tarps, 1 pc. per group) 6. ICS Form 201-4 (16 tarps, 1 pc. per group) 7. ICS Form 211 (16 tarps, 1 pc. per group) 8. ICS Form 215 (16 tarps, 1 pc. per group) 9. ICS Form 215A (16 tarps, 1 pc. per group) 10. 2 pcs Welcome Tarp 4ft. x 6ft.		136	pcs	900.00	122,400.00		

	11. 2 pcs Pasig Cty Map 4ft. x 6ft. 12. 4 pcs Hazard Maps 4ft. x 6ft. - with eyelet							
2	Event Tarpaulin 6x6, - Printing of Event Tarpaulin		8	pcs	1,100.00	8,800.00		
3	Printing of Student Workbook, - Printing of Trainees Manual, 50 pages x 50 participants, ring bind, A5 size		200	pcs	250.00	50,000.00		
4	Printing of Student Activity Packet, - 12 pages x 50 participantsm A4 size		200	pcs	136.00	27,200.00		
5	Printing Examination Question Sheet, - 5 pages x 50 participants, A4 size (Pre and Post Exam)		800	pcs	3.00	2,400.00		
6	Printing Examination Answer Sheet, - 1 page x 50 Participants, A4 size (Pre and Post Exam)		400	pcs	3.00	1,200.00		
7	Printing Module Evaluation Form, - 3 pages x 8 modules x 50 participants, A4 size		1600	pcs	3.00	4,800.00		
8	Printing Participants Evaluation Form, - Rizal Earthquake Scenario, 4 Pages x 50 Participants, A4 size		350	pcs	3.00	1,050.00		
9	Printing Training Evaluation Form, - Umaalog Incident, 7 Pages x 50 Participants, A4 size		500	pcs	3.00	1,500.00		
10	IMT Vest, - Various Sizes, S-M-L-XL-XXL Color: Blue Product: Reflective Vest, Material: Polyester fiber, Fabric Classification: Polyester Viscose, Feature: Breathable, Crowd: Men and Women Thickness: Conventional, Multi-functional pocket design. Have a front pocket and zipper and Velcro falp. Small - 40 pcs. Medium - 40 pcs. Large - 60 pcs. XL - 60 pcs. XXL - 40 pcs.		240	pcs	1,000.00	240,000.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.			Total		459,350.00			
DELIVERY TERM: Within Fifteen (15) calendar days upon the receipt of Notice to Proceed.								

**Indicate the BRAND NAME and its specific MODEL to be offered or attach a BROCHURE for the offered item; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- Mayor's/Business Permit (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600



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prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.

- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).

In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:

1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement**
([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
 - **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [to be submitted upon delivery]; and
- e. Certificate of Analysis (*for anesthesia and antibiotics*) [to be submitted upon delivery].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.



For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph




ATTY. PONCE MIGUEL D. LOPEZ

Officer in Charge, Procurement Management Office

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

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I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.




Conforme:

Signature over Printed Name

Position

Duly authorized to sign quotation/offer for and on behalf of _____
(Please indicate Company Name)

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Introduction to the Umaalog Incident

Several exercises in this Integrated Planning Course are based on the Umaalog Incident. In these exercises, you will simulate the following activities:

- Receive a briefing from Planning Section Chief (PSC)
- Check-in and assign resources
- Create Incident Action Plan (IAP)
- Practice the conduct of an Operational Period Briefing

As the course progresses, the exercises build upon each other and you will often need to refer back to a previous exercise for information to complete the current exercise.

Background: Santa Taryaga City is the largest on Marubay Island in Region XXIX and the hub for much of the infrastructure on the island. There are six barangays in the city with an estimated total population of 30,000 in that area.

The area is prone to disasters and the current political party came into office with a promise to take care of the people. The local newspaper has been tentatively supportive of the party, but seems to be looking for some failures to expose.

Module 3 Session 1: Information Gathering

Initial Briefing from Planning Section Chief

1000H

May 17, 20XX

About an hour ago, Santa Tanyaga was struck by a magnitude 5.8 earthquake with intensity VI as reported by PHIVOLCS.

There is no current accurate assessment of the overall damage in the city. However, Mayor Bagsik, whose city hall is located at Barangay Malaki, suspects the earthquake's impacts were widespread and it is assumed that a number of other barangays are damaged.

Communications have been disrupted in various parts of the city. However, we have determined that ham radios are still able to communicate.

In the absence of accurate assessment, we have received initial reports from police officers regarding severe damages to buildings in the southern part of Santa Tanyaga and around a hundred injured people.

Ten minutes ago, a surviving villager from the south came in and reported that a few of the villages in that area had been impacted heavily. Apparently, several few villagers have been reported missing and family members are searching through the rubble of destroyed houses.

Five minutes ago, we received an update about infrastructure conditions. The southern part of the city, especially in Barangay Masama, seems to have been hit the hardest, with communications disrupted and power outages. Water and sewer lines have been damaged. Around one hundred people were reported injured and there were ten confirmed fatalities. Several others were reported missing. Additional fatalities may be confirmed as residents start searching through the rubble.

Meanwhile, Barangays Maliit, Mapait and Maliwanag situated in the north appear to have received lesser infrastructure damages than in the south. However, there are reports about several fire outbreaks resulting from a gas tank explosion.

We also just received word that the main road connecting Barangay Maliit, Barangay Malaki and Barangay Magsama has been blocked due to damages and debris pileup.

Some government employees have voiced their availability to respond, but many are pre-occupied with the whereabouts of family members and others cannot be located.

We have named this the Umaalog Incident. The Incident Command Post is located near Barangay Malaki. It's a "zoo" out there and we don't know what is going on yet.

We currently have only one Status/Check-in Recorder (SCKN) and one Field Observer (FOB) assigned to the incident. Check-in area has already been established at the ICP. Presently, we have the following resources checked-in and are operating in Barangay Malaki:

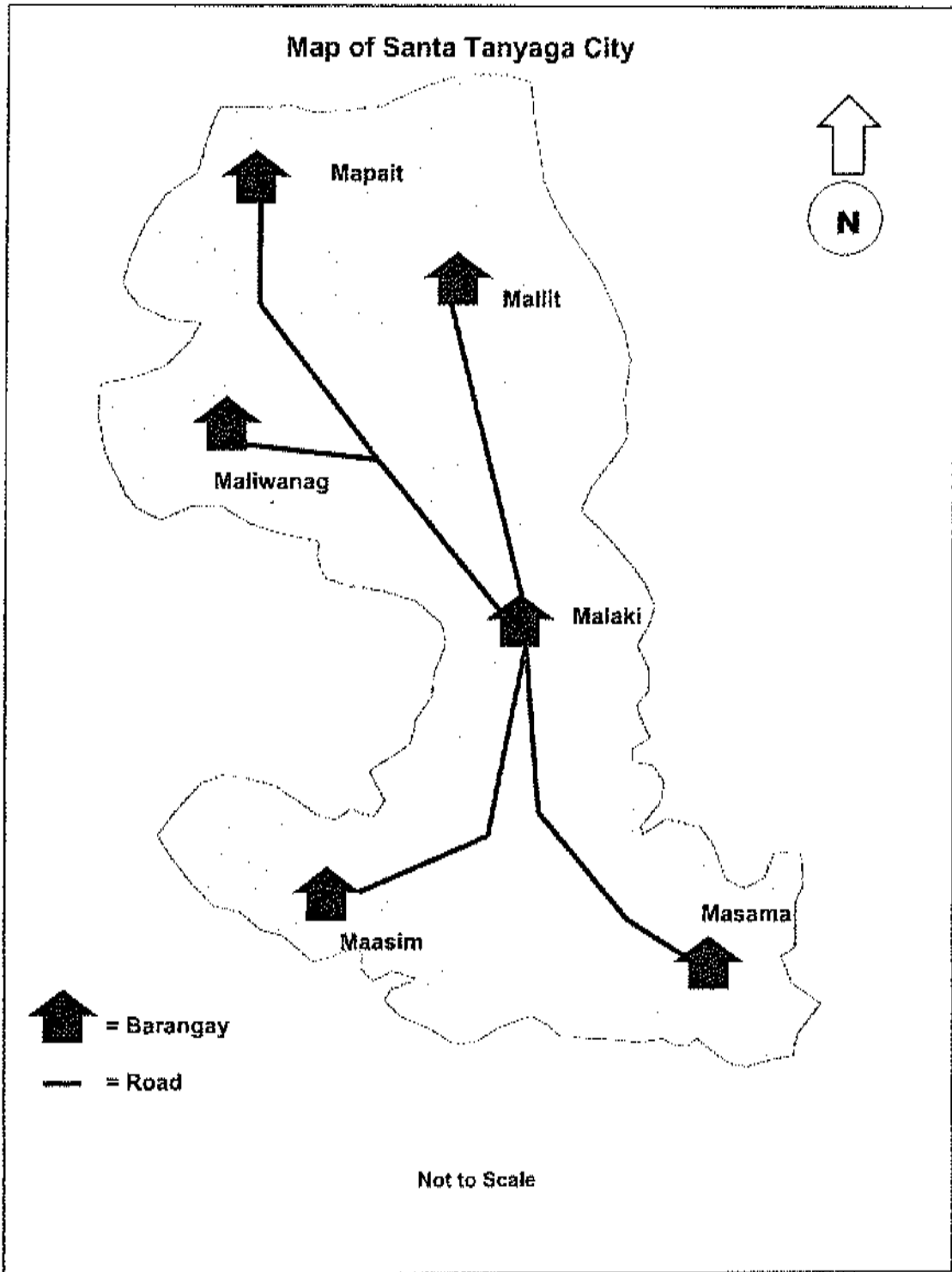
Resource Kind	Number of Resource	Number of Personnel per Resource
Police Squad	3	4 police officers
Fire Engine	2	3 fire fighters
Ambulance	3	1 driver, 1 doctor, 1 nurse
Camp Management Team	1	5 social workers
Rapid Emergency Telcos. Team	1	3 electrical engineers
Dump truck	1	1 driver

There are other resources operating in various parts of the city. However, we have not yet accounted their specific status and whereabouts. Other check-in locations need to be established. This means we need to deploy additional SCKNs and FOBs. Further, the Operations Section Chief is currently accounting its specific resource needs based on situation development.


Request the supplies you need for the Planning Section by submitting ICS 213: General Message Form to Logistics Section Chief. I will sign the 213s before they are submitted.

I want you to establish your respective units and think about how you want to set up your resource status system. I expect you to attend all relevant meetings. The tactics meeting is at 1700H and the planning meeting is at 1900H.

Our regular operational periods will be 0600H to 1800H. You will need to produce an IAP for tomorrow's morning operational briefing at 0600H. Keep all original documents and keep your ICS 214: Unit Logs current.



Module 3 Session 2: Strategies

		<h2>GENERAL MESSAGE</h2> <h3>ICS 213</h3>	
1. INCIDENT/ EVENT NAME Umaalog Incident		DATE May 17, 20xx	TIME 1200H
4. TO [Name & Position]: PSC			
5. FROM [Name & Position]: IC			
6. SUBJECT: Objectives			
7. MESSAGE: Please take note of the following objectives for the current operational period, 0600H to 1800H: <ol style="list-style-type: none"> 1. Ensure the safety of the responders and the general public; 2. Search for trapped victims in various barangays; 3. Provide for the emergency needs of people in evacuation centers; 4. Clear debris from roads and areas to facilitate entry of assistance; and 5. Re-establish power and communication lines in the city. 			
8. APPROVED BY	NAME *Your Group's IC	POSITION / TITLE IC	SIGNATURE
9. REPLY The objectives are duly acknowledged.			
10. RECEIVED BY	NAME *Your Group's PSC	POSITION / TITLE PSC	SIGNATURE

Module 4 Session 3: Planning Process

Scenario Update

It is now 1500H, 5 hours after the earthquake. Based on current information from the field, you've been informed that resources are currently operating in the following locations:

Barangay Masama:

Resource Kind	Number of Resource	Number of Personnel per Resource
Police Squad	4	4 police officers
Fire Engine	3	3 fire fighters
Ambulance	2	1 driver, 1 doctor, 1 nurse
Emergency Medical Team	2	1 doctor, 3 nurses
Search, Rescue and Retrieval Team	3	5 rescuers
Camp Management Team	2	5 social workers
Mobile Education Team	2	5 teachers
Relief Team	3	5 social workers
Rapid Emergency Telcos. Team	2	3 electrical engineers
Crane	1	1 operator
Backhoe	2	1 operator
Dump truck	2	1 driver
Rescue Task Force Leader	2	1 Leader
Equipment Task Force Leader	3	1 Leader

Barangay Maasin:

Resource Kind	Number of Resource	Number of Personnel per Resource
Police Squad	3	4 police officers
Fire Engine	2	3 fire fighters
Ambulance	1	1 driver, 1 doctor, 1 nurse
Emergency Medical Team	2	1 doctor, 3 nurses
Search, Rescue and Retrieval Team	2	5 rescuers
Bull dozer	1	1 operator
Dump truck	1	1 driver
Engineering Team	2	3 structural engineers

Barangay Maliit:

Resource Kind	Number of Resource	Number of Personnel per Resource
Police Squad	1	4 police officers
Fire Engine	3	3 fire fighters
Ambulance	1	1 driver, 1 doctor, 1 nurse
Emergency Medical Team	1	1 doctor, 3 nurses
Camp Management Team	1	5 social workers
Engineering Team	1	3 structural engineers
Crane	1	1 operator
Backhoe	1	1 operator
Dump truck	1	1 driver

Barangay Mapait:

Resource Kind	Number of Resource	Number of Personnel per Resource
Police Squad	1	4 police officers
Fire Engine	2	3 fire fighters
Search, Rescue and Retrieval Team	1	5 rescuers
Emergency Medical Team	1	1 doctor, 3 nurses

Barangay Maliwanag:

Resource Kind	Number of Resource	Number of Personnel per Resource
Search, Rescue and Retrieval Team	1	5 rescuers
Emergency Medical Team	1	1 doctor, 3 nurses



INCIDENT BRIEFING ICS 201-1

1. INCIDENT/EVENT NAME

2. DATE PREPARED

3. TIME PREPARED

4. MAP SKETCH

(Show graphical sketch/map image of the incident/event area depicting current situation and resource assignments)

5. SITUATION SUMMARY AND HEALTH AND SAFETY BRIEFING

(For briefings or transfer of command; indicate the potential health and safety hazards recognized and the necessary measures initially developed to protect responders)

6. Prepared by IC Name and Signature:

LEVEL 1 REACTION EVALUATION FORM

OCD ID No. : _____ Name of Training Course : Basic ICS
 Trainee's Name : _____ Date(s) : _____
 Agency/ Organization : _____ Venue : _____

Instructions:

1. Fill-in the required details.
2. On a scale of 1 to 5, rate each item accordingly using the indicators provided.
3. Provide additional comments or impressions, if needed.

MODULE AND TRAINER EVALUATION

PARTICULARS	MODULE RATING	TRAINER RATING	COMMENTS
MODULE NO: 1 TITLE: Introduction to ICS NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 2 TITLE: ICS Organization and Staffing NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 3 TITLE: ICS Facilities NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 4 TITLE: Managing Planned Events and Incidents NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 5 TITLE: Incident/ Event Assessment and Management by Objectives NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 6 TITLE: Organizing and Managing Resources NAME OF TRAINER: AGENCY/ORGANIZATION:			

PARTICULARS	MODULE RATING	TRAINER RATING	COMMENTS
MODULE NO: 7 TITLE: Incident and Event Planning NAME OF TRAINER: AGENCY/ORGANIZATION:			
MODULE NO: 8 TITLE: Transfer of Command, Demobilization and Closeout NAME OF TRAINER: AGENCY/ORGANIZATION:			

Rating Indicators					
	1	2	3	4	5
Module/ Session	Poor Module/session objectives were completely unattained.	Unsatisfactory Module/session objectives were attained but the contents need to be reviewed.	Satisfactory Module/session objectives were attained.	Very Satisfactory Module/session objectives were attained and allowed for active participant engagement.	Outstanding Module/session objectives were attained using innovative methodologies.
Trainer	Trainer failed to demonstrate subject matter expertise.	Trainer demonstrated subject matter expertise but failed to explain the contents well.	Trainer demonstrated subject matter expertise.	Trainer demonstrated subject matter expertise with activate participant engagement.	Trainer demonstrated subject matter expertise using innovative methodologies.

OVERALL TRAINING COURSE RATING:

Rating indicators				
1 Poor Overall training objectives were completely unattained.	2 Unsatisfactory Overall training objectives were attained but the contents need to be reviewed.	3 Satisfactory Overall training objectives were attained.	4 Very Satisfactory Overall training objectives were attained and allowed for active participant engagement	5 Outstanding Overall training objectives were attained using innovative methodologies.

What did you like the MOST about the training course?	
What did you like the LEAST about the training course?	
What are your RECOMMENDATIONS for improving the training course?	

What are your impressions on the following? Shade the appropriate smiley.

FOOD	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
VENUE	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
MATERIALS	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
METHODOLOGIES	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
CO-PARTICIPANTS	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
TIME MANAGEMENT	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
SUPPORT STAFF	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Poor <input type="checkbox"/>	Unsatisfactory <input type="checkbox"/>	Satisfactory <input type="checkbox"/>	Very Satisfactory <input type="checkbox"/>	Outstanding <input type="checkbox"/>
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Thank you for your participation!



INCIDENT BRIEFING ICS 201-2

7. OBJECTIVES

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8. SUMMARY OF CURRENT AND PLANNED ACTIONS

DATE and TIME	ACTIONS

Use additional sheets as needed

9. Prepared by IC Name and Signature:	Date Prepared:	Time Prepared:
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INCIDENT BRIEFING

ICS 201-3

10. CURRENT ORGANIZATION
[fill in organization as appropriate]

11. Prepared by IC Name and Signature:	Date Prepared:	Time Prepared:
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INCIDENT BRIEFING ICS 201-4

12. RESOURCES SUMMARY

RESOURCE	RESOURCE IDENTIFIER	DATE AND TIME REQUESTED	ETA (DATE AND TIME)	ARRIVED/ ON SCENE?	REMARKS

13.	Prepared by IC Name and Signature:	Date Prepared:	<i>Use additional sheets as needed</i>	Time Prepared:
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INCIDENT CHECK-IN LIST

ICS 211

1. INCIDENT/EVENT NAME _____

2. START DATE AND TIME
 Date: _____
 Time: _____

3. CHECK-IN LOCATION (Please check)
 Base Camp Staging Area ICP Others

4. CHECK-IN INFORMATION

Order/ Request No.	Check-in Date and Time	Kind	Type	Resource Identifier		Name of Agency / Office / Home Base	Name of Leader	Contact Details	Total No. of Pers.	Departure Details			With Manifest?		Incident Assignment	Other Qualifications	Data Sent to RES.
				Single Resource	ST					TF	Pair of Origin	Date and Time	Method of Travel	Yes			

Use additional sheets as needed

Page _____ of _____ **5. Prepared by** () Name and Signature: _____ Date Prepared: _____ Time Prepared: _____



OPERATIONAL PLANNING WORKSHEET ICS 215

3. BRANCH	4. DIVISION / GROUP / OTHERS	5. WORK ASSIGNMENT	6. RESOURCES	1. INCIDENT/EVENT NAME										2. OPERATIONAL PERIOD			
			Required Have Need Required Have Need Required Have Need											From (Date and Time): To (Date and Time):			
			Required											7. OVERHEAD POSITION (Director/Supervisor)			
			Have											8. SPECIAL EQPT. AND SUPPLIES			
			Need											9. REPORTING LOCATION			
			Required											10. REQUESTED ARRIVAL TIME			
			Have											14. PREPARED BY OSC Name and Signature:			
			Need														
			Required														
			Have											Date Prepared:			
			Need														
			Required											Time Prepared:			
			Have														
			Need														
11. TOTAL RESOURCES REQUIRED			Single Resource														
12. TOTAL RESOURCES ON HAND			ST or TF														
13. TOTAL RESOURCES NEEDED TO REQUEST			Single Resource														
			ST or TF														



INCIDENT/EVENT SAFETY, RISK AND HEALTH ANALYSIS

ICS 215-A

1. INCIDENT/EVENT NAME

2. OPERATIONAL PERIOD

From (Date and Time):
To (Date and Time):

3. DIVISION/ GROUP / OTHERS

4. POTENTIAL HAZARDS/ THREATS

5. MITIGATING MEASURES
(eg. PPE, buddy system, escape routes)

(Check box if the hazard applies)

Use additional sheets as necessary

6. Prepared by SOFR

Name and Signature:

Date Prepared:

Time Prepared:

7. Prepared by OSC

Name and Signature:

Date Prepared:

Time Prepared:

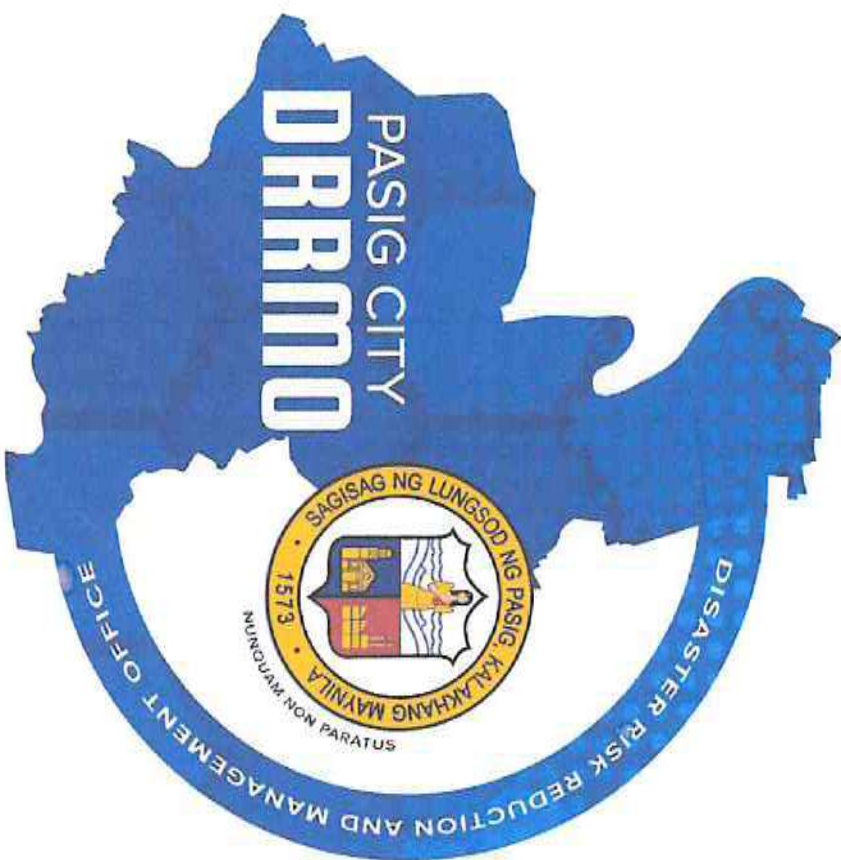
Side 1 (3 to 5 inches in diameter)



LUNGSOD NG
PASIG
UMAAGOS ANG PAG-ASA

Center Position

Disaster Risk Reduction and Management Office







LUNGSOD NG
PASig
URRAO AND PRO-ASA



CITY GOVERNMENT OF PASIG

PASIG CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE

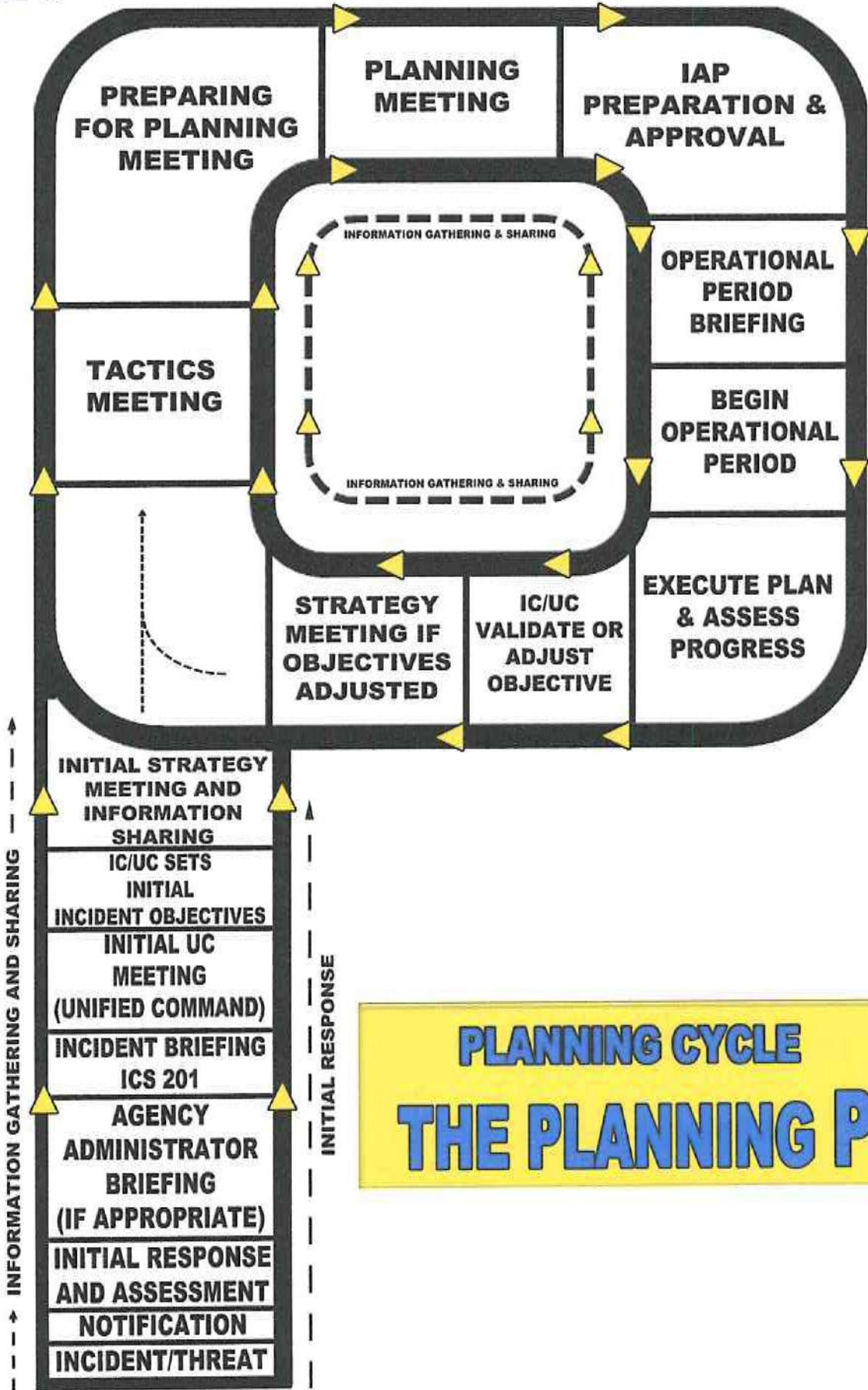
BASIC INCIDENT COMMAND SYSTEM TRAINING COURSE

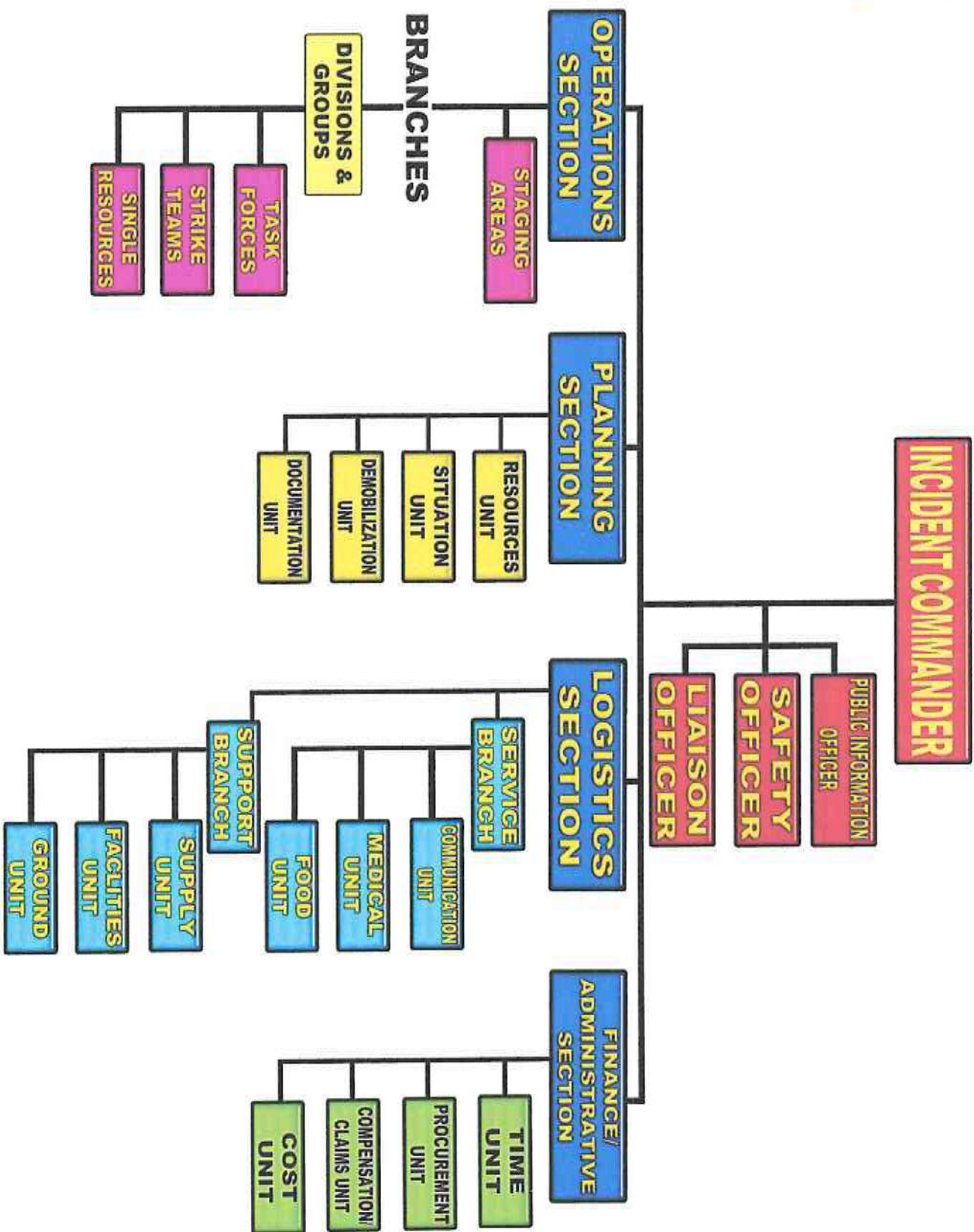
VENUE:

TIME:



RP ICS





**BASIC INCIDENT COMMAND SYSTEM
PRE-TEST QUESTIONNAIRE**

Instruction: Write the letter of your best answer on the exam sheet provided. DO NOT WRITE ANYTHING ON THE QUESTIONNAIRE.

1. _____ is an occurrence, caused by either human or natural phenomena, that requires response actions to prevent or minimize loss of life, or damage to property and the environment.
 - a. Emergency
 - b. Incident
 - c. Disaster
 - d. Catastrophe

2. The head of the Incident Management Team (IMT) is called _____:
 - a. Responsible Commander
 - b. Responsible Official
 - c. Incident Commander
 - d. Incident Official

3. The legal basis for ICS in the Philippines is found in _____:
 - a. Republic Act 10121
 - b. Republic Act 10122
 - c. Republic Act 10123
 - d. Republic Act 10124

4. An Incident Management Team is composed of Command Staff and _____:
 - a. Management Staff
 - b. Task Force
 - c. Strike Team
 - d. General Staff

5. ICS span of control for any supervisor is between ___ to ___ subordinates:
 - a. 2 to 3
 - b. 3 to 7
 - c. 7 to 8
 - d. 8 to 10

6. In ICS, a written delegation of authority is always needed to know who the incident commander for every response.
 - a. True
 - b. False

7. _____ is the temporary location where helicopters can safely land and take off.
 - a. Helispot
 - b. Helibase
 - c. Helipad
 - d. Helifield

8. In ICS, Agency Representatives are composed of Assisting and _____ Agencies.
 - a. Supporting
 - b. Managing
 - c. Coordinating
 - d. Cooperating

9. The Executive Order No. ____, signed on 2012, mandates the activation of ICS during human-induced crises.
 - a. 81
 - b. 82
 - c. 83
 - d. 84

10. _____ is the location for out-of-service equipment (for repair) and personnel (for medication)
 - a. Incident Command Post
 - b. Camp
 - c. Base
 - d. Staging Area

11. Responders check-in at the incident using ICS Form _____.
 - a. 202
 - b. 211
 - c. 215
 - d. 215a

12. Under the Operations Section, the _____ is divided geographically based on the needs of the incident.
 - a. Group
 - b. Division
 - c. Branch
 - d. Task Force

13. Ideally, how many Incident Command Posts are there in an incident?
 - a. 1
 - b. 2
 - c. 3
 - d. 4

14. _____ is an incident management option in which there is a team that oversees the management of multiple incidents, each being managed by other Incident Management Teams
 - a. Unified Command
 - b. Multiple Command
 - c. Area Command
 - d. Overall Command

15. _____ pertains to the broad category of resources.
- Kind
 - Classification
 - Type
 - Form
16. _____ pertains to the level of performance capability of resources.
- Kind
 - Classification
 - Type
 - Form
17. _____ institutionalizes the use of ICS as an On-Scene Disaster Response and Management Mechanism under the Philippine DRRM System.
- NDRRMC Memorandum No. 4, s 2012
 - Executive Order No. 84, s 2012
 - NDRRMC Memorandum No. 2, s 2012
 - Executive Order No. 82, s 2012
18. _____ refers to the release and return of resources that are no longer required.
- Ejection
 - Discharge
 - Demobilization
 - Deactivation
19. A written Incident Action Plan is always required for all operations in order to ensure accountability and proper delineation of tasks.
- True
 - False
20. Transfer of command may be done remotely between two (2) Incident Commanders such as via online conference to contribute efficiency and convenience during emergencies.
- True
 - False

**BASIC INCIDENT COMMAND SYSTEM
POST-TEST QUESTIONNAIRE**

Instruction: Watch the video¹ then write the letter of your best answer on the exam sheet provided. **DO NOT WRITE ANYTHING ON THE QUESTIONNAIRE.**

1. What could be one reason why ICS was applied by the responders during the Mt. Apo Fire Incident?
 - a. The practice of ICS was adopted from the US Forest Service.
 - b. There were no other response mechanisms that can readily be utilized.
 - c. The use of ICS was dictated by those who were already trained.
 - d. ICS is a requirement of Republic Act 10121 and other national issuances.

2. The Incident Commander (IC) who was featured in the video came from what agency?
 - a. Office of Civil Defense (OCD) Region XI
 - b. Department of Environment and Natural Resources (DENR) Region XI
 - c. Bureau of Fire Protection (BFP) Region XI
 - d. Philippine Air Force (PAF)

3. What was the first priority of the Incident Management Team (IMT) during the response for the Mt. Apo Fire Incident?
 - a. Prevent the worsening of the forest fire.
 - b. Evacuate nearby communities to safe locations.
 - c. Declare for the closure of Mt. Apo from tourists.
 - d. Ensure the safety of all responders.

4. The IC's instructions for safety, as seen in the video, will be written in what ICS form?
 - a. ICS 211
 - b. ICS 205
 - c. ICS 206
 - d. ICS 208

5. Who among the members of the IMT released public information to the media?
 - a. IC and Public Information Officer (PIO)
 - b. IC only
 - c. PIO only
 - d. Responsible Official

6. The DENR called for additional resources to help in the response. Upon arrival of the resources, what should the resources immediately do?
 - a. Report to the IC to be deployed immediately.
 - b. Check-in at designated areas.
 - c. Mobilize fire fighters to help alleviate the fire.
 - d. Facilitate evacuation of nearby communities to safe areas.

¹ Video credits: ABS-CBN and GMA News
<https://www.youtube.com/watch?v=nX28FmuXmiA>
https://www.youtube.com/watch?v=y_f3odm5plg

7. Should the requested resources arrive and check-in, what ICS form will be used?
 - a. ICS 215
 - b. ICS 215A
 - c. ICS 211
 - d. ICS 221

8. It was reported that some responders were injured during the operations. In ICS, who will take charge of providing their emergency medical needs?
 - a. Emergency Medical Teams
 - b. Safety Officer
 - c. Medical Unit Leader
 - d. Operations Section Chief

9. It was clearly depicted in the video that the responders utilized Unified Command as the incident management option.
 - a. True
 - b. False

10. Aside from the fire situation, the responders and communities also expressed concern about the impact of the fire to ecosystem, particularly the plants, animals and other species in Mt. Apo.
 - a. True
 - b. False

11. During the interview, an Incident Action Plan (IAP) of the IMT was featured.
 - a. True
 - b. False

12. The declaration for the closure of Mt. Apo from tourists and the general public was among the priorities of the IMT.
 - a. True
 - b. False

13. The IMT was successful to control the situation. International assistance was not necessarily needed during the time of the response.
 - a. True
 - b. False

Instruction: Enumerate your answers on the exam sheet provided.

14 – 15. Enumerate two (2) specific actions that were undertaken by the IMT.

16 – 20. Enumerate five (5) members of the Command and General Staff who were not featured in the video.

BASIC INCIDENT COMMAND SYSTEM

ACTIVITY SCENARIO

Name of Incident: Rizal Earthquake

Profile of Rizal:

Rizal is a municipality of approximately 10,000 people in Nibelheim Province, which is located at the southern portion of Region XX. It serves as the hub for much of the economic and tourism activities. The downtown area houses Rizal's government offices and commercial businesses. The national highway passes through Rizal and serves as a key transportation route for moving people and goods through the Province. The Ridge Primary School and Valley High School serve students from Rizal and nearby barangays. Rizal General Hospital provides medical services to the community.

General Scenario:

Today is 1000H in the morning of September 15, 20XX. About an hour ago, the southern area of Region XX was struck by what felt like a moderate earthquake. Damage is being reported in various locations specifically in the municipality of Rizal, but there is no current accurate assessment of the overall damage.

Police officers on scene report damage to buildings in the downtown district. It appears, however, that the most severe damage is in the southern and eastern areas of Rizal. Initial reports received state that the earthquake triggered a landslide in those areas.

Several sources also indicate that there is damage to Ridge School. Police who have arrived on scene report that some students may be trapped in a partially collapsed building at the school. Communication, water and power supplies have been disrupted in the southern and eastern part of the municipality. There are also reports of landslides in multiple locations on the national highway, east and west of Rizal, effectively closing the highway and access in and out of the municipality.

Many residents in the southern and eastern parts of Rizal are digging through the debris of collapsed houses looking for family members and neighbors. Some government employees have voiced their availability to respond, but many are preoccupied with the whereabouts of family members and others who cannot be located.

The Municipal Disaster Risk Reduction and Management Council (MDRRMC) of Rizal has activated its Emergency Operations Center (EOC). The Council has been convened on short notice and is discussing response needs and options. It was realized very quickly that the scale of the damage exceeds their capacity to respond. However, with the closure of the national highway, they will likely be on their own for at least three days. The MDRRMC has named the event the Rizal Earthquake.

Police Superintendent Coco Loco is currently the Incident Commander (IC). Resources have been directed to respond to the southern and eastern areas of Rizal to conduct emergency response actions. Responders are working to remove debris and search and rescue injured persons. Communication and utilities in the affected area are not working. Several groups of community volunteers have mobilized to assist in the efforts.

Present Situation:

IC Coco reported that he is already overwhelmed and would like to transfer command of the incident to you. An ICS Form 201 was initially prepared by the IC for purposes of transfer of command. At this point, **YOUR GROUP HAS BEEN DESIGNATED AS THE INCIDENT MANAGEMENT TEAM FOR THIS INCIDENT.** Your IMT is directed to report to the Municipal Hall, which was not damaged and will serve as the Incident Command Post, in 2 hours.

Further, the Municipal Mayor gives you the following priorities for your actions:

1. Save and sustain lives.
2. Provide humanitarian assistance to affected population.
3. Restore critical lifelines.

On Scene Resources:

The following resources are already on scene in Rizal, responding to the earthquake:

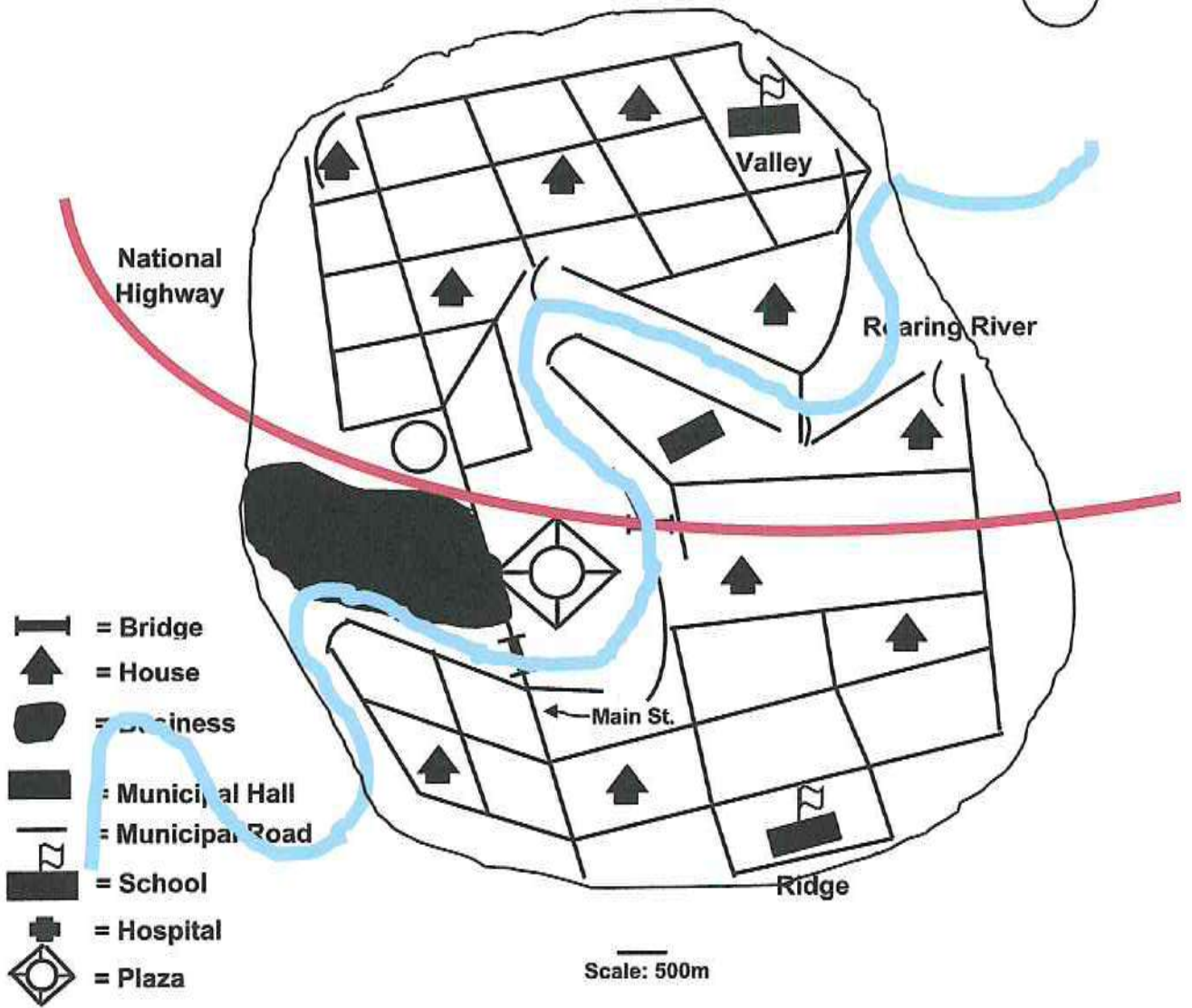
Resource Kind	Number of Resource	Number of Personnel per Resource
Police Superintendent	1	1 police officer
Police Team	2	4 police officers
Ambulance	2	1 driver, 1 doctor, 1 nurse
Dump truck	1	1 operator
Earth mover	1	1 operator
Front loader	1	1 operator
Volunteers	2	10 volunteers

Resources Requested:

The Municipal Mayor has also requested for the following additional resources from the adjacent municipality, which should arrive in 24 hours:

Resource Kind	Number of Resource	Number of Personnel per Resource
Police Team	2	4 police officers
Fire Fighting Team	3	5 fire fighters
Search, Rescue and Retrieval Team	3	10 rescuers
Emergency Medical Team	3	2 doctor, 5 nurses
Relief Team	2	10 social workers
Engineering Team	2	3 structural engineers
Rapid Emergency Telcos. Team	2	3 computer engineers
Mobile Education Team	2	5 teachers
Ambulance	2	1 driver, 1 doctor, 1 nurse
Fire Engine	1	1 driver, 3 fire fighters
Earth mover	1	1 operator
Service vehicle	2	1 driver
Generator set	2	N/A
Tent	5	N/A

Map of Rizal Municipality:



Scenario Update:

It is now 1500H in the afternoon on September 16. It has been over 24 hours since the earthquake struck. Numerous aftershocks have occurred in the area and people in Rizal and Bonifacio Province are uneasy and worried about the ongoing situation. The weather is fair, winds 17 kmh out of the southwest and temperature 28 degrees C.

Your IMT is now running and you have established an Incident Command Post (ICP) to oversee and prioritize activities in the area. You continue to manage emergency response operations at the Ridge School and in the barangays in the eastern part of Rizal.

There are 10 reported dead in the barangays and several missing persons in collapsed buildings near the school.

At least 200 families have already been displaced. They require essential needs such as shelter, medical care, and protection. Continuing education for the displaced children is required as well.

Electrical power is still out and utility crews have been requested to work to reestablish power and communications.

Damage seems to be moderate to severe in the southern and eastern portions of Rizal. Engineers have assessed the Central Highway Bridge over the Roaring River; it seems to be structurally undamaged. However, the bridge at Main Street is damaged and out of service.

The requested resources have now arrived. You are now expected to produce an Incident Action Plan to for the next day's operational period (12 hour). The IAP will be briefed to your personnel who will start working on-scene by 0600H tomorrow.