

EMERGENCY RESPONSE

The immediate action of MDRRM Operation Center 24/7 Operation in response to all types of emergencies.

Office or Division:	Mayor's Office - Municipal Disaster Risk Reduction and Management Office				
Classification:	Simple				
Type of Transaction:	G2C - Government to Client				
Who may avail:	All residents of Burgos and non-residents needing emergency services within the area of responsibility of Burgos.				
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE		
None			None		
NO.	CLIENT STEPS	OFFICE ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1.	Call the MDRRMO Hotline 0981-0135036 (Smart)	1.1 Receive the emergency call 1.2 Inquire the name of informant/caller, place of incident and other details 1.3 Assess the veracity & seriousness of the reported incident	None	2 Minutes *	<i>LDRRMO II Admin Aide IV MDRRM Office</i>
	None	1.4. Deployment of required responder/s	None	2 Minutes	<i>LDRRMO II Admin Aide IV MDRRM Office</i>
	None	1.5 Deployment and response proper	None	3 Minutes	<i>Emergency Response Team MDRRM Office</i>

	None	1.6 Provide feedback on the arrival of the responder/s	None	2 Minutes	<i>LDRRMO II Admin Aide IV MDRRM Office</i>
	TOTAL		None	10 Minutes	