



Republic of the Philippines  
**PROVINCE OF BOHOL**  
City of Tagbilaran



## OFFICE OF THE GOVERNOR

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EXECUTIVE ORDER NO. 26  
Series of 2020

### CREATING THE PROVINCIAL EMERGENCY MANAGEMENT ADMINISTRATION (PEMA) FOR THE COVID-19 CRISIS IN THE PROVINCE OF BOHOL

**WHEREAS**, it is declared policy of the state to uphold the people's constitutional rights to life and property by addressing the root causes of vulnerabilities to disasters, risk reduction and management and building up the resilience of local communities to disasters, including impacts of climate change;

**WHEREAS**, Section 17(b)(3)(iv) of the Local Government Code of 1991 provides that the province shall exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of health services which include hospitals and other tertiary health services;

**WHEREAS**, the Province of Bohol continues to be on high alert amidst the nationwide Covid-19 crisis;

**WHEREAS**, there is a need to have a comprehensive and functional organization so that collaboration and cooperation will be established, thereby creating an efficient and effective report-feedback system easily adaptable to everyone.

**NOW, THEREFORE, I, ATTY. ARTHUR C. YAP**, governor of the Province of Bohol, by virtue of the powers vested in me by law, do hereby order:

Section I. **Creation**. There is hereby created in the Province of Bohol, a **PROVINCIAL EMERGENCY MANAGEMENT ADMINISTRATION (PEMA)**, an expanded task force, composed of members from both public and private sectors, which will take charge of the management and administration of responses to the issues and concerns that may arise in relation to the Covid-19 crisis in Bohol.

Section II. **Composition**. The PEMA shall be composed of the following:

- 1. GOVERNOR'S OFFICE.** — Shall oversee all the executive offices under the provincial government and will support the Governor in providing professionalized, effective and efficient delivery of basic services to the public. It shall likewise establish a system in the handling of all donations relative to the cushioning of the effects of Covid-19, coming from both the private and government sectors. The Provincial Administrator shall represent the Governor in his absence.
- 2. SANGGUNANG PANLALAWIGAN.** — The Sangguniang Panlalawigan, as the legislative body of the province, shall enact ordinances, approve resolutions and



appropriate funds for the general welfare of the province and its inhabitants and approve ordinances which shall ensure the efficient and effective delivery of the basic services and facilities.

**3. LOCAL FINANCE COMMITTEE.** — It shall provide financial oversight for the Provincial Government of Bohol with focus on budgeting and financial planning, financial reporting and the creation and monitoring of internal controls and accountability policies.

**4. ADMINISTRATOR.** — An administrator shall be appointed by the Provincial Governor to lead the PEMA.

## **5. SOCIAL SERVICES CLUSTER**

**5.1 Functions.** This cluster shall take charge of the following:

- a. handling of goods and relief operations to all affected communities, in coordination with LGUs;
- b. coordination with DOLE, thru BEPO, for cash assistance for affected workers;
- c. provision of AICS for affected families;
- d. close monitoring of the supply of rice and goods with NFA and in ensuring their availability; and
- e. facilitating the sending-off of stranded foreign nationals and coordinating with concerned agencies to allow the operation of sweeper flights for expatriates.

**5.2 Composition.** This Cluster shall be composed of the heads of the following departments or their respective permanent representatives:

- a. Office of the Provincial Social Welfare and Development (OPSWD) or his/her permanent representative, who shall act as the cluster director;
- b. Office of the Provincial Veterinarian (OPV);
- c. Office of the Provincial Agriculturist (OPA);
- d. Provincial Assessor's Office (PASSO);
- e. Provincial Human Resources Management and Development Office (PHRMDO);
- f. Bohol Tourism Office (of BTO);
- g. Bohol Employment Placement Office (BEPO);
- h. Provincial Youth Development Office (PYDO);
- i. Philippine National Red Cross (PNRC); and
- j. Representatives of Civil Society Organizations (CSOs).

## **6. EMERGENCY RESPONSE CLUSTER.**

**6.1 Functions.** This cluster shall handle the following:

- a. implementation of safety standards in responding to emergency situations; and
- b. process of establishing QRUs to be strategically located in Tagbilaran City, Loon, Inabanga, Ubay, Carmen, Jagna and Balilihan (fully equipped with PPEs).

**6.2 Composition.** This Cluster shall be composed of the heads of the following departments or their respective permanent representatives:

- a. Provincial Disaster Risk Reduction and Management Office or his/her permanent representative who shall act as the cluster director;
- b. TARSIER 117 and LGU responders;



- c. Municipal Project Coordinators (MPCs); and
- d. Municipal Disaster Risk Reduction and Management Councils (MDRRMCs).

## 7. PUBLIC INFORMATION CLUSTER

### 7.1 Functions. This cluster shall:

- a. formulate a system to facilitate the flow of information from PEMA to the public down to the barangay level;
- b. make available to the public through effective platforms, information coming from the PEMA that are of public interest or those that the PEMA want the public to know;
- c. keep the public abreast of the status of the Covid-19 threat to the province of Bohol;
- d. take charge of the dissemination of information that PEMA wants to convey to the public through social media and media outfits such as radio stations, newspapers, and television where the cluster shall—
  - i. coordinate with the BICTU in developing a cluster page in the PHBh website,
  - ii. facilitate press conferences when needed,
  - iii. provide press releases to media outfits when needed, and
  - iv. upload relevant infographics to social media when needed;
- e. prepare the information materials to be disseminated to the public subject to the approval of the governor where these information materials include—
  - i. infographics, ii) press releases, and iii) public statements about issuances from government task forces and issuances/executive orders/memorandum from the governor;

### 7.2 Composition. This Cluster shall be composed of the heads of the following departments or their respective permanent representatives:

- a. Executive assistant of the governor who shall act as the cluster director;
- b. Center for Culture and Arts (CCAD);
- c. Provincial Library;
- d. Sangguniang Panlalawigan secretary;
- e. Education Center;
- f. Bohol Information Communication and Technology Unit; and
- g. designated personnel of the Vice Governor' Office.

## 8. MEDICAL AND HEALTH CLUSTER.

### 8.1 Functions. This cluster shall:

- a. handle patients under investigation (PUIs) and Covid-19 patients, in coordination with DOH and private consultants;
- b. recommend policy guidelines for management of Covid-19 patients admitted at the Governor Celestino Gallares Memorial Hospital and private hospitals;
- c. manage central isolation centers (CICs) set up at the Capitol Annex, Bohol Cultural Center, and the old Tagbilaran Airport; and
- d. closely coordinate with DOH and PEMA for all health-related issues and supplies of personal protective equipment (PPEs).

### 8.2 Composition. This Cluster shall be composed of the following:

- a. The assistant provincial health officer who shall act as the cluster director;



- b. existing members of the 1BoholCovid-19 Technical Working Group;
- c. designated personnel of the Provincial Health Office;
- d. chiefs of hospital of government-run hospitals in Bohol;
- e. consultants from the private sector; and
- f. consultants from the medical profession.



## **9. PUBLIC SAFETY AND SECURITY CLUSTER**

**9.1 Functions.** This cluster shall take charge of the:

- a. enforcement of all executive orders issued by the governor and other directives issued by the national government in relation to the measures against Covid-19;
- b. provision of security to the CICs and Governor Celestino Gallares Memorial Hospital and all quarantine facilities of LGUs.
- c. strict monitoring of all ports of entry, in coordination with Philippine Ports Authority and Civil Aviation Authority of the Philippines and other; and
- d. implementation of measures to protect the coastal borders of Bohol from the influx of potential carriers of coronavirus, in coordination with the Philippine Coast Guard.

**9.2 Composition.** This Cluster shall be composed of the following:

- a. Provincial Director of the Philippine National Police who shall act as the cluster director;
- b. Philippine Coast Guard;
- c. Maritime Police;
- d. Highway Patrol Group;
- e. Philippine Army;
- f. Bureau of Fire Protection;
- g. Provincial Prosecutor's Office;
- h. Provincial Security Force;
- i. Bantay Bayan;
- j. Barangay Peacekeeping Action Teams;
- k. Land Transportation Office; and
- l. Provincial Legal Office.

## **10. GENERAL SERVICES AND LOGISTICS CLUSTER.**


**10.1 Functions.** This cluster shall:

- a. make sure CICs are fully equipped with supplies necessary for their efficient operations and utilities such as power supply and water supply;
- b. provide logistics such as support vehicles and utility trucks to all PEMA clusters when needed;
- c. provide manpower and augmentation forces/workers for all CICs;
- d. provide appropriate facility where donated goods can be stored;

**10.2 Composition.** This Cluster shall be composed of the heads of the following departments or their respective permanent representatives:

- a. Provincial Engineering Office who shall act as the cluster director;
- b. Provincial General Services Office;
- c. Provincial Motorpool Office (PMO);
- d. Provincial Engineer's Office (PEO);



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- e. Bohol Environment Management Office (BEMO);
  - f. Bohol Law Enforcement Communication System (BLECS); and
  - g. Bohol Investment Promotion Center (BIPC).

**11. ADMINISTRATION AND SECRETARIAT.**— A team from the Governor's Office shall function as the secretariat who shall take charge of the documentation and consolidation of incident reports, assessment reports, and minutes of every PEMA meeting.

The PDRRMO shall assemble frontline coordinators of LGUs, MDRRMOs, and barangay officials who shall be called PDRRM Secretariat. The PDRRM Secretariat shall take charge of generating and consolidating reports from the LGUs, MDRRMd and barangay officials.

**12. OFFSHORE BOHOLANOS COORDINATING TEAM.**— PEMA cluster heads shall assign a team who will take charge of the gathering of information and personal data of stranded offshore Boholanos, which shall then be validated for possible sending of financial assistance. This team will also provide reassuring messages to the stranded Boholanos and explain to them as to why the Provincial Government of Bohol cannot accommodate their desire to come home to the province.

**Section III. Functions of the Provincial Emergency Management Team.** The PEMA shall exercise the following duties and functions:

1. **PREVENTION.** – to formulate preventive measures against Covid-19 that are within the capacity of the Province of Bohol and consistent with the directives of the national agencies taking charge of the nationwide crisis;
2. **PREPAREDNESS.** – to respond to concerns arising from Covid-19 crisis and ensure a comprehensive management strategy is in place, including supplies and logistics for the implementation of the Emergency Response Plan, and Incident Command System with proper safety standards in worst-case scenarios;
3. **RISK ASSESSMENT.** – to regularly monitor the compliance of all executive orders and memo circulars promulgated by government authorities;
4. **RISK REDUCTION.** – to mitigate and contain the risk and spread of coronavirus in the communities; and
5. **IMPLEMENTATION.** – to strictly implement and enforce the Bohol Community Quarantine, as well as all the directives and executive orders issued by the provincial governor.

**Section IV. Funding Source.** – The agencies involved in the PEMA are authorized to charge against their current appropriations such funds as may be necessary for the implementation of this order. Subsequent requirements shall be incorporated in the annual budget proposals of the respective member-agencies through the Annual Appropriations Ordinance. Additional funds and possible fund source shall be identified by the Governor's Office in coordination with the Provincial Budget and Development Office.

**Section V. Effectivity.** – This Executive Order shall take effect immediately.



DONE, this 24th of April 2020 in the City of Tagbilaran, Bohol,  
Philippines.



**ATTY. ARTHUR C. YAP**  
Governor *klp*

# COVID-19

## PROVINCIAL EMERGENCY MANAGEMENT ADMINISTRATION (PEMA)

