



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM

Circular No. 0023
Series of 2023

TO : ALL CONCERNED MINISTRIES / OFFICES
Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT : CONDUCT OF POST-DISASTER NEEDS ASSESSMENT (PDNA)
RELATIVE TO THE ONSLAUGHT OF STS PAENG

DATE : January 19, 2023 | 27 Jumada Al-Akhir 1444 AH

1. **Background.** On October 27 to 28, 2022, the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) was hit by then Tropical Storm PAENG and left behind losses and damages. As of December 19, 2022, the total affected population includes 231,128 families, with 62 confirmed deaths, 39 injuries, and 13 missing. STS PAENG damaged 3,929 houses, Php 359,000,000.00 worth of damage to roads and bridges, and a total of Php 361,670,344.00 worth of losses to crops, livestock, and fisheries.
2. **Sectors and Responsible Agencies.** The PDNA shall assess various sectors and the final report shall have the four (4) sectors with sub-sectors. The lead Regional Ministries/Offices for each of the four (4) sectors are as follows:
 - a. Infrastructure Sector - Ministry of Public Works
 - b. Social Sector - Ministry of Social Services and Development
 - c. Productive Sector - Ministry of Agriculture, Fisheries, and Agrarian Reform; and
 - d. Cross-sectoral - Bangsamoro Planning and Development Authority

For efficiency, the Regional PDNA Team shall screen the sub-sectors and assess only those that were affected by STS PAENG.

The various ministries/offices at the Regional level shall determine their respective appropriate personnel, Bureaus, Offices, or Local Counterparts that shall represent them in the assessment teams.

The assessment of the sectors of the PDNA shall be based on the existing PDNA Guidance Notes and Terms of Reference, which are formulated and disseminated by the Bangsamoro READi and included in the mission kits of deployed personnel.

3. **Team Competencies and Skills.** Ministries and Offices shall select personnel to be part of the Regional PDNA Team to represent them and conduct assessments.

Members of the PDNA Team must:

- a. Have participated in PDNA Crash Course conducted by the Bangsamoro READi, in partnership with OCD-BARMM, last December 21-22, 2022 at the Al-Nor Hotel and Convention Center; or
- b. Have completed Post-Disaster Needs Assessment Training Course previously given/conducted by relevant agency/ies; or
- c. Have completed Training Course on related tool previously given/conducted by relevant agency/ies such as RDANA; or
- d. Have previous relevant experience in actual conduct of PDNA or substantial knowledge on DRRM; or
- e. Have a technical expertise in the sector to be assessed;
- f. Good communication skills and flexibility in working under challenging circumstances;
- g. Be a team player with an excellent working attitude, sensitive to the needs of colleagues, gender, and culture- sensitive; and
- h. Physically, emotionally, and psychologically fit.

4. **Tasks and Responsibilities of the PDNA Teams.** The following are the general tasks of the PDNA Teams:

- a. Formulate deployment plan to be approved by the team leader. The deployment plan must adhere to the security and safety protocols coordinated at the EOC;
- b. Gather and consolidate baseline information from LGUs, particularly at the local offices and barangay level;
- c. Work closely with relevant agencies;
- d. Undertake field visits in disaster-affected areas to collect information on damages and losses;
- e. Write assessment reports on damages and losses, needs, and impacts;
- f. Identify strategies for recovery and reconstruction phase to institutionalize the “Build Forward Better” principle;
- g. Facilitate consultation and validation of the Assessment Report to sector and broad sector groups;
- h. Finalize the Report based on inputs received from broader consultation. The final output is the PDNA Report; and
- i. Sign a non-disclosure agreement and waivers

5. **Responsibilities of the Bangsamoro READi.**

- a. Organize and lead the BARMM PDNA Team;
- b. Call for capable and trained personnel of the regional ministries/offices, civil society organizations or subject matter experts to render missions to areas hit by STS PAENG;

- c. Ensure appropriate initiation and timing of deployment for the PDNA mission.
 - d. Ensure that the Local DRRMCs and Local Chief Executives are adequately informed and coordinated about the PDNA. The Local DRRMOs shall coordinate and recommend participants from their LGUs;
 - e. Ensure availability of the needed basic supplies and logistics and conduct a proper briefing for the safety and security of the PDNA Team. The Bangsamoro READi must supervise the personnel in the deployment sites;
 - f. Invite the international development partners/agencies who may want to participate and contribute to the conduct of PDNA.
 - g. Prepare and secure accommodation, food, and transportation arrangements for the PDNA Team;
 - h. Ensure, with coordination with the MOH, that appropriate vaccinations and medical kits are provided to the PDNA team members before field assessment.
6. **Responsibilities of the Ministry of the Interior and Local Government.** The Ministry of the Interior and Local Government (MILG), as a pillar and member of the BDRRMC, shall direct local government officials to allow access of PDNA Teams to available data and direct MLGOOs to provide the necessary support to the PDNA Teams.
7. **Responsibilities of the Cooperating Ministries/Offices involved in PDNA Deployment.**
- a. Cooperating Ministries/Offices involved in PDNA are: Bangsamoro READi, MILG, MSSD, MAFAR, BPDA, MPW, MENRE, MHSD, OCD-BARMM, MOH, MIPA, MTIT, MBHTE, MOLE, and MOTC.
 - b. Provide suitable personnel for deployment and issue appropriate office orders for the PDNA deployment;
 - c. Travelling expenses of deployed personnel of the Cooperating Ministries/Offices to the deployment site shall be charged against the Cooperating Ministries'/Offices' funds.
8. **Funding.** Funds for the conduct of the PDNA shall be charged from the Bangsamoro READi Early Recovery Fund.
9. **Timeline and Deployment.** The Timeline and the Deployment Operating Procedures shall form part of the Terms of Reference. Important dates are the following:

Date	Activity
January 26, 2023	Pre-Deployment Meeting
January 30 – February 03, 2023	Deployment
February 07-08, 2023	PDNA Writeshop

10. **Reporting.** The Bangsamoro READi shall be updated at least once a week and be furnished with sectoral reports by the lead ministries/offices.
11. For questions and/or clarifications, you may coordinate with Anne Joy T. Sanchez of Bangsamoro READi at mobile number +639382178410.

For guidance and compliance.

By Authority of the Chief Minister
AHOD B. EBRAHIM:


ABDULRAOF A. MACACUA
Senior Minister

OCM-BARMM RD-AMS
AAA138191



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