



EMERGENCY RESPONSE MANUAL

2022



This USLS Emergency Response Manual is constituted pursuant to the Rules and Regulation implementing the Revised Fire Code of the Philippines requiring all business entities to establish and maintain an organization of fire brigade to deal with fire and other emergencies.

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RATIONALE

The country, from 2013 to 2018, recorded 94,399 fire incidents or an average of 15,733 incidents a year. This resulted in 5,131 fire-related injuries recorded (average of 855 a year) and 1,517 fire-related deaths (average of 253). During the same period, Region VI recorded 8,435 fire incidents, 497 fire-related injuries, and 57 fire-related deaths. From 2013 to 2017, assets lost due fire for Region VI is at P865M with an average of P173M per year.



As of June 30, 2020, Region VI has 16 fire stations in cities, and 105 in municipalities. There are still 12 municipalities in this region that are without fire stations. Last March 2022, BFB reported that fire incident increased by 13% of the same year as compared to previous years.

It is the policy of the Philippine Government to ensure public safety and promote economic development through the prevention and suppression of all kinds of destructive fires. Toward this end, and to develop national consciousness and involvement of all persons in the prevention and suppression of fires, Republic Act 9154 otherwise known as the "Revised Fire Code of the Philippines of 2008" was enacted. The implementing rules and regulation of the fire code now mandates all business establishments employing at least fifty (50) persons to establish an organization of fire brigade to deal with fire and other related emergencies.

To effectively pursue its vision, it is paramount that the university organize a mechanism that is equipped with competent capabilities to protect and secure, against fire and other emergencies, the infrastructure and assets by which said vision is to be carried out.

Pursuant to this necessity, and to be an active partner of the State in pursuing effective safety enforcement, this Emergency Response Manual is constituted.

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SCOPE

The ER Manual will apply to fire and other emergencies which occur on college property, or any event, which significantly affects the normal operation of the college.

This manual is predicated on a realistic approach to the problems likely to be encountered on a campus during an emergency or disaster.

The following are general guidelines:

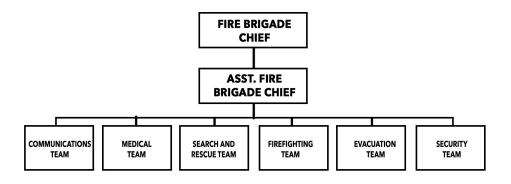
- 1. An emergency or disaster may occur at any time of the day or night, weekend or holiday, with little or no warning.
- 2. The succession of events in an emergency is not predictable. The manual should serve as a guide and checklist, but may require modification in order to meet the requirements of the emergency.

EMERGENCY RESPONSE TEAM

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ORGANIZATIONAL STRUCTURE (Fire Brigade)

FIRE BRIGADE CHIEF

- He/She shall be responsible for the development of fire prevention programs and plans of action for the company or organization to address possible fire situation in the plant or community, subject to the approval of the company or establishment head or fire prevention officer;
- He/She shall initiate the procurement of necessary firefighting equipment and supplies for use of the brigades;
- He/She shall conduct periodic evaluation of all equipment available for firefighting and be responsible for setting in motion necessary procedures for replacing missing equipment or correction of inoperative equipment;
- He/She shall also bring to the immediate attention of the company or establishment head, or his fire prevention officer, any situation that would likely reduce the effectiveness of firefighting operations;
- He/She shall ensure that the brigades are suitably staffed, conduct periodic review of the fire brigade roster and prepare recommendations on the need for additional members to be selected, appointed and made available to beef up the team;
- He/She shall prepare training programs for the members of the fire brigade and supervise its implementation.

ASST. FIRE BRIGADE CHIEF

- Shall act as the Fire Brigade Chief when the latter is not available.
- Shall assist the Fire Brigade Chief in the discharge of other duties and responsibilities.
- Shall ensure the actual fire fighting and services operations at the affected area.
- Shall assume the responsibilities of a Fire Captain in the absence of the latter.
- Shall do other related work activities which may be delegated by the Fire Brigade Chief particularly on the implementation of the company's Fire Prevention Program.

COMMUNICATION TEAM

- During the activation of the ERT, the communications team leader shall be responsible in relaying pertinent information to the Fire Brigade Chief.
- The communications team shall also be responsible in recording the following:
 - o Evacuated persons
 - o Number of deployed persons for search and rescue operation
 - o Number of rescued victims
 - o Time of call (to BFP and other Agency)

MEDICAL TEAM

- The medical team shall responsible for treating evacuated and rescued persons
- The team shall establish a triage in receiving injured victims and allocate medical resources according to urgency and need.

SEARCH AND RESCUE TEAM

- Search and Rescue operations shall be activated only after a "Fire-out" has been declared and the Fire Brigade Chief has approved deployment.
- The "buddy system" shall be employed in conducting search and rescue operations.
- The team leader shall remain in the command post to direct search and rescue operations.
- If necessary, the team may sweep the area for any unreported missing persons.

FIREFIGHTING TEAM

- The Firefighting team shall be responsible to size up and control the fire in the affected area.
- The team shall be responsible to report if "fire-out".
- NO PPE NO RESPONSE

Fire Suit / PPE Locations:

1 near BEU Principals' Office & 1 near Coliseum

EVACUATION TEAM

- Once there is confirmation that a fire or other emergency is taking place, upon command of the fire brigade chief, the evacuation team shall proceed to the area affected and evacuate the same.
- Evacuate while FF team controls the fire.....
- Upon evacuation, the team, as accurately as possible, shall conduct a head count of the affected area and determine the number of missing persons.

Classrooms (Students) - No. of students (Classlist)

Offices (Faculty & Staff) - No. of faculty & staff (Daily Log)

• Upon determining of the number of missing persons, the team shall report this information to communications (the latter shall report to the fire brigade team)

SECURITY TEAM

- Upon confirmation of a fire or other related emergency, the security team shall set-up a cordon line reasonable (more than 5 M) distance from the affected area.
- The team shall keep-out person from entering the affected area

GENERAL INSTRUCTIONS FOR FIRE RELATED EMERGENCY

Considering that a fire or any related emergency can occur at anytime and its scope and extent of destruction unpredictable, this general instruction aims to provide a template for a standard response, which may be modified to adapt to the prevailing emergency:

Scenario: At around noontime, the emergency alarm system goes off, X mobilizes <u>(Assign: areas to sweep per person)</u> to confirm the emergency. Emergency is confirmed. There is an uncontrolled fire at the location.

- 1. EVACUATE & RESPONSE
 - Evacuate immediately
 - nform Bureau of Fire Protection
 - Establish Command Post & Evacuation site
 - Deployment of Fire Fighting Team
- 2. HEAD COUNT & RESCUE
 - Head count evacuees
 - Deployment Search and Rescue Team

MEDICAL EMERGENCY

In general, if someone is injured or becomes ill:

Stay Calm and Dial 107 (Main Clinic), 203 (PSB Satellite), 150 (College Satellite) and explain the type of emergency, the location, condition, and number of victims.

Do not move the victim unless there is danger of further injury if s/he is not moved:

- Render first-aid or CPR only if you have been trained
- Do not leave the injured person except to summon help
- Comfort the victim until emergency medical services arrive
- Have someone stand outside the building to flag down the ambulance and/or Security when they reach the vicinity

PSYCH- EMERGENCY PROTOCOLS

In cases of Psych-Emergency, any student, faculty or staff present will inform the following offices GEC (priority office to be contacted), CLINIC, CISSO or D.O.

GEC - will talk to the patient. (Local. 173)

CLINIC – in charge of possible injury committed by the patient to him/ herself or to others if there are any victims. (Local 107)

CISSO – in charge of restraining and transporting the patient to hospital together with the nurse on site. (Local 216)

DO – control the surroundings specially students/bystanders and clear the area. (Local 192)

- 1. Assess or predict any violent behavior of the person with psychological or mental problem. Counselor present should assess the situation or condition of the patient.
- 2. Assess the risk of violence.
- 3. Make sure everyone is safe including the patient. The D.O. or ADO should disperse student bystanders in the scene, they will act as crowd control together with the security officers.

- 4. GEC secretary will obtain information of the client and inform the family.
- 5. The counselor present should exhaust all effort to bring the patient to the hospital for psychiatric treatment.
- 6. After efforts have been made and the patient resists going to the hospital, restrain should be done by orderlies or security guards. There should be five (5) people to restrain, two in both hands, two on both legs and the other to protect the patient's head for possible injury.
- 7. Before restraining, get the ambulance and the hospital or patient bed ready.
- 8. All medical intervention like giving medicines to the patient should be done in the hospital under the supervision of a physician.
- 9. Prior to returning to school after the incident, a certification from a psychiatrist should be submitted by the family certifying that the student is fit for school.
- 10. A waiver for students on psychiatric status should be signed by the patient and parent. A counselor should be assigned to follow-up the student.

What NOT to DO...

- 1. Do not threaten
- 2. Do not shout
- 3. Don't criticize
- 4. Don't squabble with other family members
- 5. Don't bait the patient
- 6. Don't stand over the patient
- 7. Avoid continuous eye contact or touching
- 8. Comply with request
- 9. Don't block the doorway.
- 10. Don't enter or leave the room

Do...

- 1. Anticipate possible violence from patients
- 2. Heed your gut feelings
- 3. Summon guards or other personnel at the first sign of violence
- 4. Lock the door

FOOD POISONING

When at least 3 or more patients exhibiting frequent bouts of the following symptoms due to food intake (Call Clinic):

- Nausea and vomiting
- Diarrhea
- Dizziness
- Abdominal cramps/spasms
- Stomach ache



When there is an established commonality where the food was obtained, Warn or Stop others from eating or serving the dish.

- As soon as there are more than 3 patients suffering from the above mentioned symptoms, based on the history of the patients being treated, the clinic will prepare the patient for hospital admission the institution is then warned to avoid or stop eating/serving the suspected dish, and observe those exposed to the food.
- ii) Our school accident insurance claim forms will then be processed for those needing hospital admissions.
- iii) Our drivers and ambulance will be on standby until the last patient has been admitted to the hospital.

After the incident proper medical recording will be done by the University Clinic.

BOMB THREAT

A bomb threat could be written, e-mailed, communicated verbally or received by phone. The majority of bomb threats are delivered by telephone.

In the event of a bomb or bomb threat: do not use portable school or public safety radio, cellular phone, digital phone, or any other electronic devices. These devices have the capacity to detonate an explosive device. in addition, do not turn the lights on or off but have them remain in their current position.



Procedure:

1. Person receiving the bomb threat telephone call will:

*Note: If you are a student, if possible, hand the phone to an adult to resume the conversation.

- Make every attempt to:
- Stay calm and cooperate with the Subject. DO NOT Antagonize or challenge the Subject.
- Obtain as much information as possible.
- Prolong the conversation as long as possible.
- Ask permission to repeat any instructions to make sure they were understood.
- Attempt to determine the caller's knowledge of the facility.
- Identify background noises.
- DO NOT HANG UP THE PHONE!
- Signal to a coworker nearby to call for assistance, if this is not possible, use another phone to call for assistance.
- 2. Security/Administrator's will:

BY LANDLINE ONLY:

- Immediately call CISSO, which in return will notify the Police.
- Ensure that the "Bomb Threat" checklist is completed.
- SHUT OFF ALL TWO WAY RADIOS

 In consultation with Law enforcement, Fire, or Emergency management evaluate whether the bomb threat is credible and if building evacuation is needed.

IF AN EVACUATION IS ORDERED:

 When authorization is given to ERT, they will begin to evacuate Students and staff to predetermined evacuation areas. (Possible area of evacuation: Football field or outside the premises of USLS) Ensure that the handicapped receive assistance in evacuating.



- Faculty/Staff should complete a visual check of the room/building as they exit. Report any unusual objects or activity and do not touch any suspicious items. Wait for Law enforcement to begin searching. CISSO Personnel will assist emergency Personnel with building search.
- Establish a command post at least 400 feet from any of the campus buildings. Ensure that it is away from automobiles, refuse containers or mailboxes. Conduct a scan of the area for any suspicious items. Do not use Security Radios or cell phones; employ runners to communicate to Staff and Students at evacuation sites.
- Affected area remains under control of emergency personnel until building search is completed and all clear signal is given by CISSO Personnel or other authorized Personnel. In consultation with Law Enforcement, return Students to class when it is deemed safe upon the discretion of the Chancellor or other highest official present in the absence of the Chancellor. Police reports are to be completed on all bomb threats. Debrief Emergency Response Team.

Teacher/Staff Responsibilities

- Stay Calm
- Complete "Bomb Threat Checklist" if you are the initial recipient of the bomb threat.
- If building evacuation occurs, take the Incident Response Kit, the Visitor and Student logs, and the emergency radio.
- Await direction from CISSO/Administrator-in-Charge.

IF EVACUATION OCCURS:

- 1. Have everyone in the room take their personal belongings with them.
- 2. Tell Students to turn off their cell phones.
- 3. Account all Students and continue to supervise your class. Perform a quick sweep of the classroom, halls used to evacuate and the assembly area. Report any suspicious items or activity to CISSO, ERT or Law Enforcement members. Remain at least 300 feet away from buildings until an "ALL CLEAR" announcement is given. Students should be in open areas away from cars, other buildings, trash cans, etc.
- 4. If it appears that the search will be for an extended time, or if weather is a factor, move students to the predetermined off campus evacuation area. If buses must be used to transport, search the bus for any suspicious item prior to loading with Students.
- 5. Students will not be allowed to leave the Campus unless instructed by a staff member or transported to another location. Staff members will keep a log of student's movements and note new locations in the event of transport.
- 6. Do not use cell phones or security radios. Staff members should utilize "runners" to communicate with the command center.

FIRE EXPLOSION

Press the fire alarm to alert everyone

- 1. Evacuate immediately faculty/teacher should lead the class going to the evacuation area.
- 2. Go outside one by one; don't panic and run
- 3. Crawl away from the fire, if necessary
- 4. Call emergency number, if there is a need for rescue or help
- 5. Assist person with disability, and those who are in need of assistance
- 6. Take your pre-position first aid kit with you
- 7. Upon evacuation, assemble the group and check if everyone is safe and conduct headcount



- 8. If there are injured or missing persons, immediately report the situation to the incident commander.
- 9. Assess the school ground if safe, if not, evacuate to the nearest identified safe haven.
- 10. Lastly, make sure that the student will be safely reunited with their families

SPILL/RELEASE

- In the event of a fire/explosion/spill/release, the College Science Laboratory Personnel will notify the University Campus Internal Security Office if an evacuation situation is imminent.
- 2. If evacuation is necessary, the facility alarm system will be activated resulting in a continuous bell ring.
- 3. Facility personnel are instructed to immediately shutdown all equipment and
- 4. Proceed to their evacuation area at the football field.

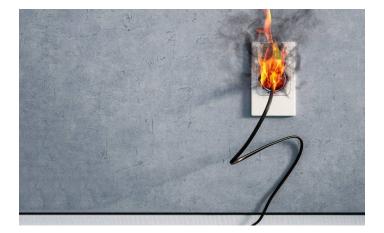
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ELECTRICAL SAFETY

Electricity poses a serious workplace hazard. It can cause electrical shock and eventually result in burns, muscle damage and other physical injury, and nervous/respiratory damage or failure.

To avoid risk from electricity, the following protocols should be followed:

- 1. Always verify that the power is off before making repairs to electrical equipment.
- 2. Lockout/tagout procedures must be observed to ensure power is off.
- 3. Electrical tools must be used and maintained properly. Do not use improperly modified electrical tools or devices.
- 4. Read the device or operators manual before using any power tool.
- 5. Turn off or unplug equipment, devices and circuit breakers not in use.
- 6. Maintain a clean and dry working place.
- 7. Only use the correct wiring and connectors.
- 8. Do not overload outlets. Replace and always check cords for wear and damage.
- 9. Exposed or energized parts of any equipment or devices are a threat.



SCIENCE LABORATORY EMERGENCY PROCEDURES

The Science Laboratory Personnel will be responsible for implementing the emergency control procedures described below.

- 1. Flammable and Reactive Wastes
 - In order to minimize the risk of fire or explosion, flammable and reactive wastes will be stored so that they do not:
 - Generate extreme heat or pressure, fire or explosion, or violent reaction;
 - Produce uncontrolled toxic mists, fumes, dusts, or gases in sufficient quantities to threaten human health;
 - Produce uncontrolled flammable fumes or gases in sufficient quantities to pose a risk of fire or explosion;
 - Damage the structural integrity of a container or facility containing the waste; or
 - Through other means threaten human health or the environment.
 - These wastes will be separated and protected from sources of ignition or reaction. While flammable and reactive wastes are handled, smoking and open flames will be confined to designated areas outside of the storage building. Further, handling and storage activities will be conducted in a manner that will ensure that reactive wastes are not exposed to materials that could initiate a chemical reaction (i.e., water reactive wastes will be stored in tightly sealed containers to prevent exposure to moisture).
- 2. Fire/Explosion
 - Each location has a ten (10) pound ABC fire extinguisher mounted inside or in close proximity. In the event of a small fire, the person who discovers the fire may use a fire extinguisher to control and extinguish the fire.
 - If a fire cannot be controlled using a fire extinguisher or if there
 is imminent risk of a release or explosion, Science Laboratory
 Personnel will contact CISSO to request fire department response
 and USLS ERT will provide any medical care and transport, if
 needed. The exact location of the fire and all available waste

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information will be provided.

- The Fire Department will initiate the following immediate response actions:
 - 1. Ensure that all personnel have evacuated the building, providing extraction and rescue if necessary;
 - Evacuate any loading/unloading vehicles if they are present and can be moved safely;
 - Contact the Incident Commander if he/she is not already present on the scene;
 - 4. Order evacuation of surrounding buildings, if necessary;
 - 5. Conduct fire containment efforts from a safe distance and from upwind if possible; and
 - 6. Provide for run-off control.
 - 7. An "all-clear" signal will be given when the Incident Commander and the CSS Coordinator agree that the fire emergency is over.
- 3. Spills/Leaks
 - The university has spill/ leak containment capable of holding free liquids which spill inside the facilities. The most probable emergencies involving spills or leaks of



hazardous waste from containers include:

- Spills caused by accidents during the loading of waste at generating facilities;
- Spills as the result of a vehicular accident during movement of waste;
- Spills caused by accidents during the unloading operations;
- Spills caused by mishandling of laboratory chemicals
- In the event of a significant spill or leak from one or more containers (i.e., a release that cannot be readily contained using the absorbent materials that are immediately available), the

Science Laboratory Coordinator will be contacted. The employee discovering the spill or leak will attempt to isolate the source of the spill or leak if it can be accomplished safely. In addition, the employee will remove sources of ignition from the area and shut down equipment if it can be accomplished safely.

- The Science Laboratory Personnel will assess the degree of hazard posed by the spill.
- The Science Laboratory Personnel will consider the type of material spilled, location of the spill, quantity spilled or likely to spill before containment is achieved, direction of the spill and any associated vapor release, potential for human injury, and the threat of fire or explosion.
- Based upon the assessment, the Science Lab Coordinator will initiate one or more of the following actions:
- Request the Campus Internal Security Office to mobilize and stand by at the site of the spill for fire protection;
- Direct personnel to respond to the spill under his supervision and/ or request assistance from BFP if needed;
- Locate injured personnel, if any, and notify the Emergency Medical Services.
- Evacuate the area impacted by the spill to a minimum distance of 50 feet in all directions and notify employees located downwind of the area;
- If flammable materials are involved, shut down or remove all ignition sources.
- In addition, remove incompatible materials from the spill area if necessary;
- If fumes or vapors are hazardous to health, direct Facilities Management to close ventilation systems as appropriate;
- Direct personnel to the spill area;
- Use absorbent material to contain and solidify spilled liquids;
- Remove any leaking drums to recovery drums or transfer the waste from the leaking drums to new drums; and

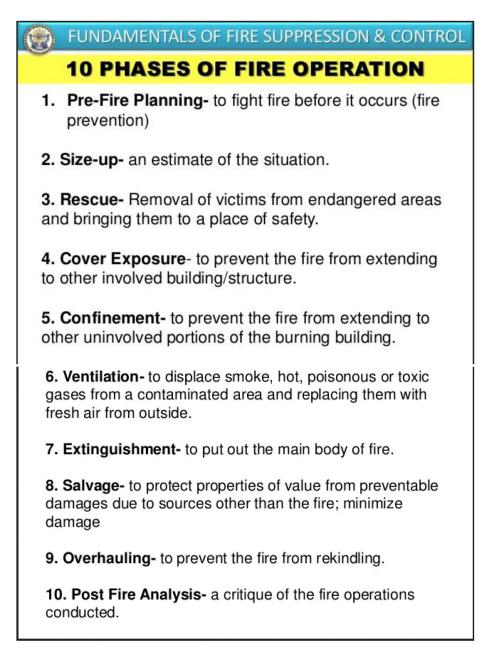
- - Collect all response materials (i.e., used disposable clothing, absorbents, etc.) And place them in properly labeled drums for disposal.
 - Following the immediate emergency, the PCO will assess whether unprotected soils have been contaminated. If soils in or near the spill area have been contaminated, these soils will be removed and containerized to prevent the horizontal or vertical spread of contamination. It is unlikely that a spill will result in an immediate threat to groundwater.

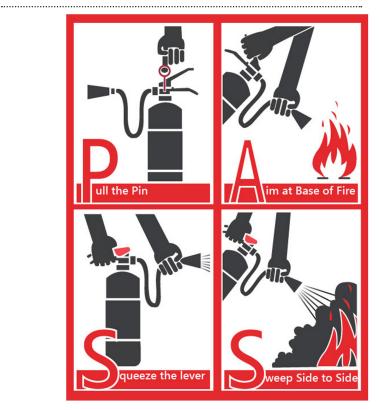
Employee Injury/Chemical Exposure

A minimum of two employees will work together to perform all waste handling and waste management operations. If an employee is injured due to chemical exposure or by other means, the other employee(s) will move the injured employee, if it can be done safely, away from potentially hazardous areas and call the Science Laboratory Coordinator or designated alternates for assistance.

In the case of chemical exposure, if the injured employee can be moved, he/she will be assisted in removing his/her clothing and will be taken to the nearest emergency shower. The employee's skin and eyes will be flushed with copious amounts of water for at least 15 minutes. Following chemical exposure, an employee will always seek medical assistance and if possible, retrieve SDS of the chemical.

10 PHASES OF FIRE OPERATIONS





How to Use a Fire Extinguisher (TPTASS)

- 1. Twist pin to break the safety seal and unlock the extinguisher
- 2. Pull out the safety pin from the extinguisher
- 3. Test
- 4. Aim at the base (bottom) of the fire and stand 6 to 8 feet away.
- 5. **S**queeze the lever to discharge the extinguishing agent.
- 6. Sweep the nozzle from side to side until the flames are totally extinguished



HEIMLICH MANEUVER

How to Perform the Heimlich Maneuver

- 1. Stand behind the person with one leg forward between the person's legs.
- 2. Remove person's hand from their upper body/throat
- 3. For a child, move down to their level and keep your head to one side.
- 4. Put your arms around the person and locate their belly button.
- 5. Place the thumb side of one fist against the stomach just above their belly button.
- 6. Grasp your fist with your other hand and thrust inward and upward into the person's stomach. Use quick, thrusting movements five times or until they expel the item. Continue thrusts until the person expels the object or becomes unresponsive.

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- 7. If the person becomes unresponsive, begin CPR.
- 8. Seek medical attention as soon as possible.



HOW TO RESPOND TO AN EARTHQUAKE

When you feel an earthquake:

1. **DUCK** under a desk or sturdy table.

Stay away from windows, bookcases, file cabinets, heavy mirrors, hanging plants, and other heavy objects that could fall. Watch out for falling plaster or ceiling tiles

- 2. Stay under COVER until the shaking stops
- 3. **HOLD** the position until the ground stops shaking and it is safe to move.
- 4. **EXIT** to the designated evacuation area near your building

HOW TO EXTINGUISH A FIRE FROM SUDDEN LPG BURST

- 1. Get a wet rag (rag/towel must be large enough to cover the LGP).
- 2. Immediately cover the top part of the LGP with the wet rag.
- Turn the valve off (Turn clockwise) / snap-on type LPG..... LPG can be turned off using PPEs/gloves



HOW TO PERFORM CPR (c/o nurses)

Primary responder: nurse

- CPR is administered when someone's breathing or pulse (or both) stops. It is a procedure that is as simple as ABC: Airway, Breathing and Circulation.
- If you find an adult who has collapsed, check responsiveness by gently shaking a shoulder and shouting, "Are you all right?"



- If a helper is available, send that person to call 911 on any campus phone.

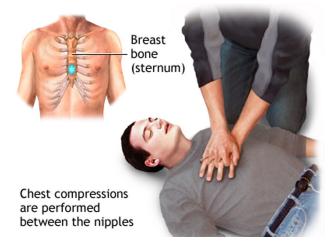
Airway

- 1. To open the airway, gently lift the chin with one hand while pushing down on the forehead with your other hand. You want to tilt the head back.
- 2. Once the airway is open, lean over and put your ear close to the victim's mouth. Look at the chest for movement. Listen for the sound of breathing. Feel for breath on your cheek.
- 3. If none of these signs is present, the person isn't breathing.
- 4. If opening the airway doesn't cause the person to spontaneously start breathing, you'll have to provide rescue breathing.
- 5. If the victim is breathing, roll the person onto his or her side as a unit.

EXTERNAL CHEST COMPRESSION (CPR)

External chest compressions provide artificial circulation. When you apply rhythmic pressure on the lower half of the victim's breastbone, you force the heart to pump blood.

- 1. To do external chest compression properly, kneel beside the victim's chest. With the middle and index fingers of your hand nearest the person's legs, find the notch where the bottom rims of the two halves of the rib cages meet in the middle of the chest. Now put the heel of one hand on the sternum (breastbone) next to the fingers that found the notch. Put your other hand on top of the hand that's in position. Be sure to keep your fingers up off the chest wall. It may be easier to do this if you interlock your fingers.
- 2. Bring your shoulders directly over the victim's sternum and press down, keeping your arms straight. If the victim is an adult, depress the sternum about 1-1/2 to 2 inches. Then completely relax the pressure on the sternum. Don't remove your hands from the victim's sternum, but do let the chest rise to its normal position in between compressions. Relaxation and compression should take equal amounts of time.
- 3. If you must give both rescue breathing and external chest compressions, the proper rate is 15 chest compressions to 2 breaths. You must compress at a rate of 80 to 100 times per minute.



FIRST AID KIT CONTENT



Paracetamol Tablet/ Syrup – for fever, pain killer (Analgesic).

Mefenamic Acid (Dolfenal) 500mg Tablet – for dysmenorrhea/ pain killer.

- Check patient for history of Mefenamic acid/ aspirin allergies
- Should be taken in full stomach or with meals

Loratadine Tablet – once a day medication for allergies

does not cause drowsiness

Alnix Plus Tablet – for allergies

• may cause drowsiness.

Saridon Tablet – for pain (with caffeine)

Kremil-S Tablet – for hyperacidity.

Loperamide Capsule – for diarrhea.

Hyoscine (Buscopan, Buscopan Venus) Tablet – for abdominal cramps

• if patient is allergic to Mefenamic Acid

- - Buscopan can be given for dysmenorrhea

Bioflu/ Nafarin-A Tablet – for common cold/ flu-like symptoms.

Hydrite Powder - for fluid replacement (Rehydration).

• Dissolve 1 sachet in a glass of water

Liniment Oil/ Spray – for muscle pain.

Burn Ointment – For Burn

Calamine Lotion – For skin irritation

Eye Drop/ Ointment – For eye irritation/ infection.

Antibiotic Ointment - For wound care

4x4 Gauze – For wound care

Micropore Tape/ Plaster – For wound care

Betadine – For wound care

Paper Bag – For hyperventilation/ anxiety reaction

Alcohol – Disinfectant Solution

Cotton Tips - For wound care

Cotton Balls – For wound care

Plastic Bag – For garbage disposal

Elastic Bandage – For immobilization during injuries

Bandage Scissors – For wound care

Sterile Gloves - Personal protective equipment

Face Mask – Personal protective equipment

SUSPENSION OF CLASSES

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Basic Education Unit

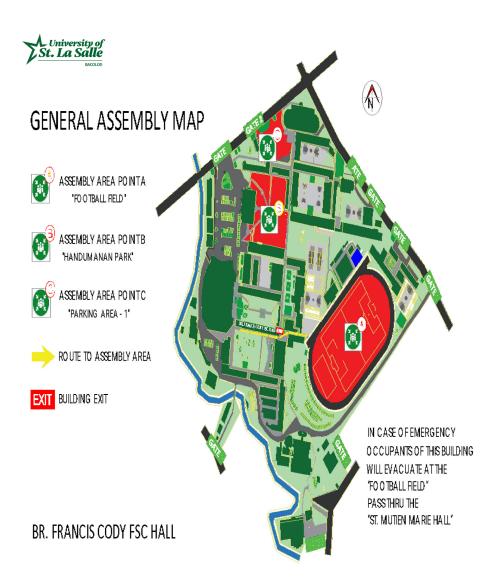
Typhoon	Tropical Cyclone Wind Signals (TCWS) 1, 2, 3,4, or 5 by the Philippine Atmospheric, Geophysical, and Astronomical Services Administration (PAGASA).	Automatic Cancellation for In-person, online classes and work from Kindergarten to Grades 12 and Alternative Learning System (ALS) in all levels
Heavy RainFall	Orange and Red Rainfall Warning by the PAGASA.	Automatic Cancellation for In-person, online classes and work from Kindergarten to Grades 12 and Alternative Learning System (ALS) in all levels
Flood	Flood Warning by PAGASA.	Automatic Cancellation for In-person, online classes and work from Kindergarten to Grades 12 and Alternative Learning System (ALS) in all levels
Earthquake	Earthquake Intensity Scale 5 and above by PHILVOCS	Automatic Cancellation for In-person, online classes and work from Kindergarten to Grades 12 and Alternative Learning System (ALS) in all levels ⁴

⁴ DepEd Order No. 037 s.2022

Higher Education Unit

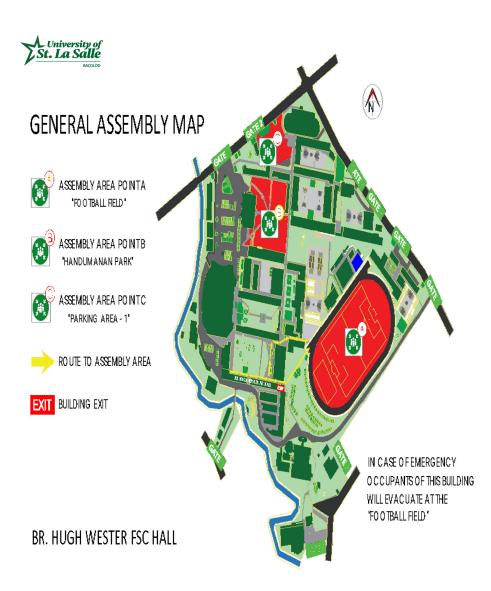
Typhoon	Tropical Cyclone Wind Signal 3	Classes at the collegiate level, including graduate school, are automatically cancelled or suspended
Typhoon	Tropical Cyclone Wind Signal 1 and 2	Classes "may be cancelled or suspended at the discretion of the local chief executives of Local Government Units and/or heads of HEIs if special circumstances in their area such as flooding, road damage, etc. warrant it.

EVACUATION PLAN

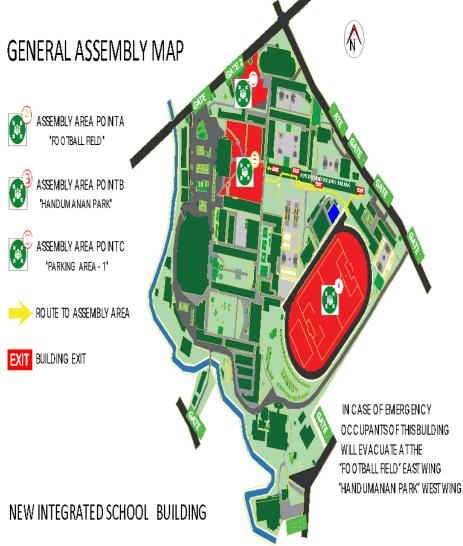




GENERAL ASSEMBLY MAP ASSEMBLY AREA POINTA "FO O TBALL FIELD" ASSEMBLY AREA POINTB 'HANDUMANAN PARK' ASSEMBLY AREA POINTC 'PARKING AREA - 1' y y jiji ROUTE TO ASSEMBLY AREA EXIT BUILDING EXIT IN CASE OF EMERGENCY OCCUPANTS OF THIS BUILDING WILL EVACUATE MUTIEN MARIE @ ST. BENILDE "FO O TBALL FIELD " ST. MUTIEN MARIE ANNEX ST. BENILDE @ ST. MUTIEN MARIE HALL "HANDUMANAN PARK"







SYMBOLS OF CATEGORY OF HAZARDS

••••••



Toxic Substance



Flammable Substance



Oxidizing Substance



Corrosive Substance



Explosive Substance



Radioactive Substance

10 CODES

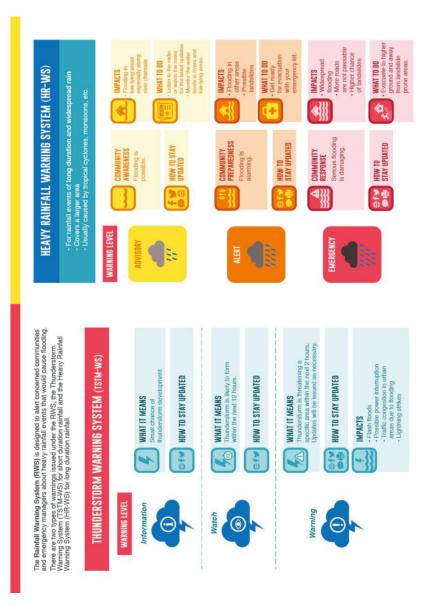
CODE	MEANING	CODE	MEANING	CODE	MEANING	CODE	MEANING
	CAUTION		WRECKER NEEDED		COLLECTOR, TREASURER		FREQUENCY
	UNABLE TO COPY	10-51	AMBULANCE	-	MONEY, CASH	_	BRING
10-1 10-2		10-52	HEAVY TRAFFIC ROAD BLOCKED				ALLOW
	SIGNAL GOOD, LOUD & CLEAR			_	CHANGE FREQUENCY	_	
10-3	SLOW DOWN	10-54	INVESTIGATOR	_	MECHANIC, REPAIRMAN	10-156	
10-4	ROGER, COPY	10-55	ELECTRIC POWER		MODULATION GOING ON	_	FOLLOW
10-5	RELAY	10-56	INTOXICATED PERSON	and the second second	ANTENNA	_	START
10-6	BUSY	10-57	HIT AND RUN		RADIO LICENSE		PICTURES, PHOTO SESSION
10-7	OUT OF SERVICE	10-58	DIRECT TRAFFIC	_	UNIFORM	_	ON BOARD
10-8	IN SERVICE, MONITOR	10-59	COMPANION, BUDDY	10-110	EQUIPMENT	_	PARTICIPATE, JOIN
10-9	REPEAT	10-60	HOSPITAL	10-111	PORTABLE RADIO	10-162	ON LEAVE
10-10	OVER & OUT	10-61	DOCTOR	10-112	BASE/MOBILE RADIO	10-163	LONG DISTANCE
10-11	INQUIRY	10-62	MEDICINE	10-113	BOOSTER	10-164	RESIGN
10-12	STANDBY	10-63	ASSIGNMENT COMPLETED	10-114	POWER SUPPLY	10-165	BIRTHDAY, ANNIVERSARY
10-13	WEATHER & ROAD CONDITION	10-64	MESSAGE	10-115	BATTERY	10-166	CITY/TOWN PROPER
10-14	PICKUP, TAKE, GET	10-65	ASSIGNMENT	10-116	REPEATER	10-167	HELICOPTER AIRPLANE
10-15	FEEDBACK, REPLY	10-66	NEED, NECESSARY	-	COMPUTER	10-168	SERIOUS CONDITION
10-16	PROBLEM	10-67	MALE	10-118	ROTATOR	10-169	NATIONAL CONVENTION
10-17	REQUEST	10-68	DISPATCH, DELIVER, GIVE	10-119	COAX CABLE	10-170	REGIONAL FORUM
-	RECORD, LOG	10-69	MESSAGE RECEIVED	-	GUNSHOT, STAB WOUND	-	AREA CONFERENCE
	RETURN TO	10-70	FIRE ALARM		HEART ATTACK	_	GEN, MEMBERSHIP MEETING
10-20	LOCATION	10-71	NATURE OF FIRE		CVA(STROKE)		BOARD MEETING
10.21	TELEPHONE	10-72	ILLEGAL ASSEMBLY, RALLY	_	FRACTURE		COMMITTEE MEETING
	DISREGARD, CANCEL	10.73	ADDITIONAL FIRE TRUCK		BLEEDING, CEASARIAN	-	ANNUAL DUES
And in case of the local division of the loc	ARRIVED AT SCENE	and statements	NEGATIVE	Concession of the local division of the loca	HYPERTENSIVE EMERGENCY	-	AMATEUR GROUP
Contraction of the local division of the loc		10-75	CARD CONTRACTOR OF				
	FOLLOW UP MEET IN PERSON		PERMISSION TO CONTACT PROCEEDING EN ROUTE	and the second second	IN-PATIENT OUT-PATIENT		NON-REACTOR APPLICANT, PROSPECT MEMBER
10-26 10-27	VICTIM	10-77	ETA (EST. TIME OF ARRIVAL)		OPERATOR		BANNER
_	DRIVER'S LICENSE		NEED ASSISTANCE	-	SON, DAUGHTER	_	FUNDRAISING PROJECT
10-28	VEHICLE PLATE NUMBER	10-79	DEAD PERSON		SECRETARY		HONORARY MEMBER
	CHECK RECORD, VERIFY	10-80	KIDNAPPING, HOSTAGING		RELATIVE, EMPLOYEE		ASSOCIATE MEMBER
	WATER SUPPLY	10-81	STOLEN VEHICLE		DRIVER	_	SUSTAINING MEMBER
10-31	APPROVAL RESULT	10-82	RESERVATION, SPARE		WIFE/SPOUSE		MAYOR'S OFFICE
_	MAN WITH GUN	10-83	FOUND VEHICLE	-	NATIONAL OFFICER	_	GOVERNMENT OFFICIALS
10-33	EMERGENCY, URGENT	10-84	ETD (EST. TIME OF DEPARTURE)	10-135	REGIÓN/GROUP OFFICER	10-186	MILITARY PERSONNEL
	RIOT, CRIME IN PROGRESS	10-85	WILL BE LATE	10-136			CIVILIAN
10-35	CRIME ALERT	10-88	MISSING PERSON	10 137	NBI CLEARANCE	10-188	FIRE DEPARTMENT
10-38	CORRECT TIME	10-87	FEMALE	10-138	POLICE CLEARANCE	10-189	LOCAL POWER COMPANY
10-37	FOOD. FUEL	10-88	TELEPHONE NUMBER	10-139	NECESSARY PAPERS	10-190	HIGHWAY PATROL
10-38	LOCAL POLICE	10-89	FOUND PERSON	10-140	REACTIO	10-191	CRSAFP
10-39	URGENT, USE LIGHT & SIREN	10-90	BANK ALARM, ROBBERY	10-141	REACT BASE	10-192	PRICE, AMOUNT
10-40	SILENT TOUR OF DUTY, ROVING	10-91	UNNECESSARY USE OF RADIO		PRIEST	_	COMFORT ROOM
	OPERATIVE	10-92	DRUGS, ANTI-NARCOTICS	10-143	CHURCH	10-194	FAX
	ENDING TOUR OF DUTY, PULL OUT		ADDRESS	Contraction of the local division of the loc	CHECKING IN	_	CELLULAR PHONE
_	INFORMATION, STATUS	_	DRAG RACING	-	BATTERY DRAIN	_	MODEM
	REGARDS	10-95	OPERATION		THANK YOU	_	PAGER
10.46	CAR, MOBILE	10-96	JAMMER, VISITOR		OK, FINE		INTERNET
10.48	ASSIST MOTORIST	10-90	CHECK, TEST SIGNAL		SORRY	_	FOREIGNER, ALIEN
	EMERGENCY POWER SUPPLY		ADVISE CALLSIGN & HANDLE		DANGER		HELPLESS
-		-		and the second second	the state of the second st	_	
	ROAD NEEDS REPAIR		HOME BASE		SPLATTER, INTERFERENCE	-	ity of REACT Kaamulan 6061. Inc. To b
10-49	TRAFFIC SITUATION		OFFICE		NET ROLL CALL	use for	r reference and information purpose onl
10-50	ACCIDENT	10-101	STATEMENT OF ACCOUNTS	10-152	HOLIDAY, NO WORK		www.reactkaamulan.org

	×	TCWS NO. 5 WIND IMPACT Very heav and widespread damage, phenomenal	LEAD TIME since first issuance Expect the impact of more than 220 kph winds in hours	OPEN SEA WAVE HERE CONDITION Hans 14.0 A meters Storm surge of more	than 3 metrics is possible adding costatil areas warm to a costatil areas e. Camoit travels and c. and travels and c. and c. and bourses or evacuation centers.	
BNALS (TCWS)		TCWS ND. 4 WIND IMPACT Heavy to very heavy damage	LEAD TIME shore first issuance Expect the impact of 171-200 thh winds in hours	OPEN SEA WAVE HEIRT CONDITION Than 14.0	with TO and A service second areas to each areas a possible along or skill areas a the transmission of the second area and the second areas and areas and areas areas a second the typhoon.	
ROPICAL CYCLONE WARNING SYSTEM SIGNALS (TCWS)		TCWS ND. 3 WIND IMPACT Moderate to heavy damage	LEAD TIME since first issuance Expect the impact of 121-170 kph winds in hours	OPEN SEA WAVE HEIGHT CONDITION Phane 14.0	Some some some some some some some some s	
TROPICAL CYCLONE		TCWS ND. 2 WIND IMPACT Light to moderate damage	LEAD TIME since first issuance Expect the impact of 61-120 kph winds in buts	OPEN SEA CONDITION 4.1-14.0	Storm actions a solution and a constant areas a sposed and a constant areas a constant areas and a constant and a constant and a constant and a constant areas and and as a constant areas and as a co	
		TCWS NO. 1 WIND IMPACT No damage to very light damage	LEAD TIME since first issuance Export the impact of 30-60 kph winds in bolis	ES EL	HAT TO DO HAT TO DO Check the stability Check the stability Check the stability check of the estability for weather for mess Severe Weather Bulletin.	
WHAT IS A TROPICAL CYCLONE?	- AI MILLANS LUW FRESSURE SYSTAM UP - AI LEAT 30 KPH MAXIMUM SUSTAINED WINDS - AISD KNOWN AS "BABYO" DID YOU KNOW DID YOU KNOW MARGINE AND A DID AND A	Performance and the of the second sec	SSIFICATION In the second seco	IROPICAL TROPICAL TROPICAL TROPICAL TROPICAL STORM STORM TO TYPHOON TYPHOON STORM STORM TYPHOON 220 KPH OL LESS KP	BASIC TROPICAL CYCLONE STRUICTURE FILE MAIL Man of honoirs Man of honoirs	SPIRAL RAIN BANDS

TROPICAL CYCLONE WARNING SYSTEM SIGNAL

37

Emergency Response Team Manual 2022

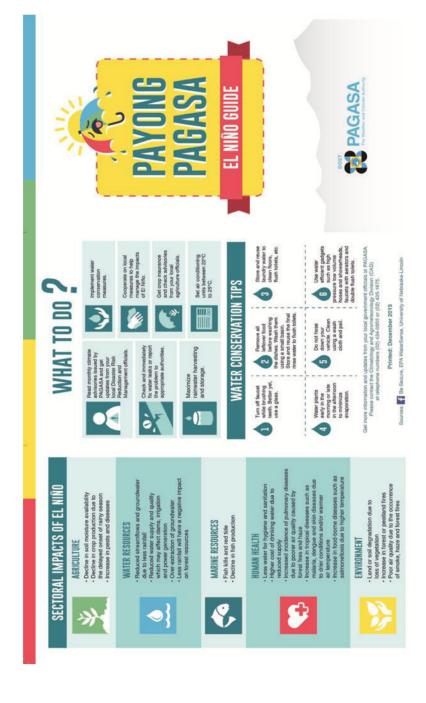


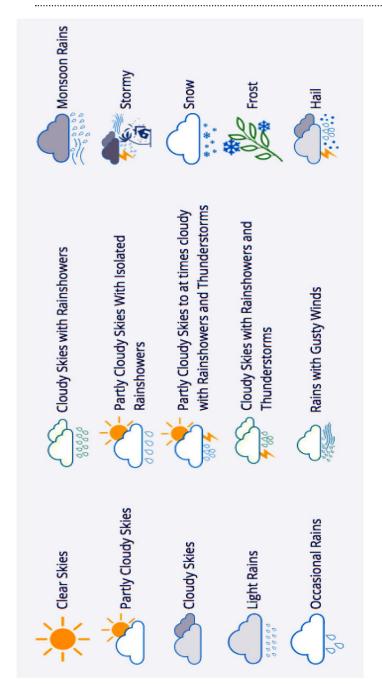
HEAVY RAINFALL WARNING SYSTEM (HR-WS)

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PAGASA LA NIÑA GUIDE

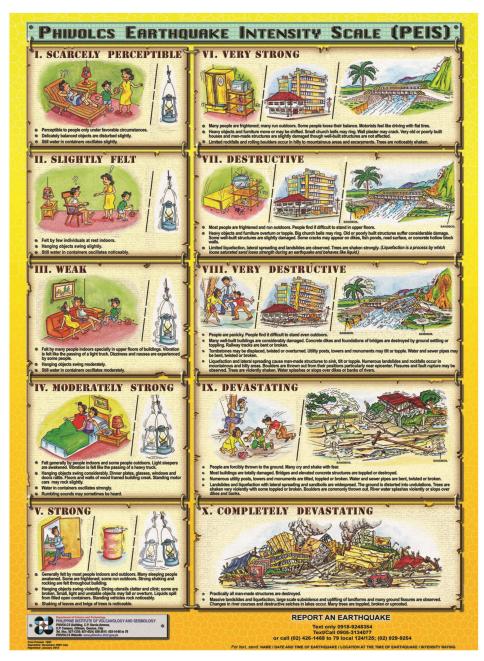






WEATHER ICONS

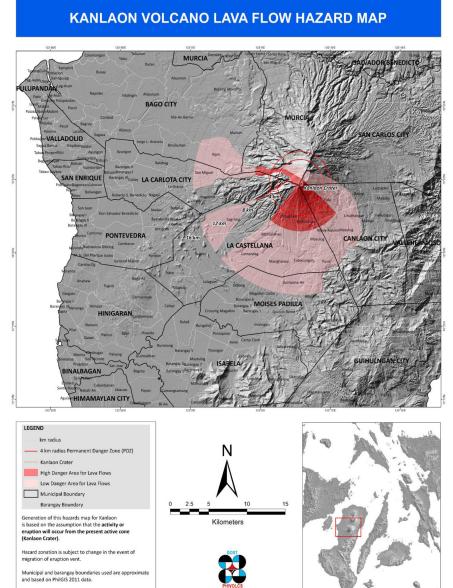
EARTHQUAKE INTENSITY SCALE





PHIVOLCS KANLAON VOLCANO ALERT SCHEME

Alert Level	Criteria	Interpretation/ Recommendation
0 No Alert (Normal	All monitored parameters within background levels. Unremarkable level of volcanic earthquakes occurring within the volcano area.	Quiescence, no magmatic eruption is foreseen. However, there are perennial hazards (sudden explosions, rockfalls and landslides) within the four (4) kilometer- radius. Permanent Danger Zone (PDZ) that may occur suddenly and without warning.
1 Low Level of Volcanic Unrest	Slight increase in volcanic earthquake and steam/gas activity. Sporadic explosions from the summit crater or new vents. Notable increase in the temperature, acidity and volcanic gas concentrations of monitored springs and fumaroles. Slight inflation or swelling of the edifice.	Hydrothermal, magmatic, or tectonic disturbances may be underway. The source of activity may be shallow, near the summit crater of in the vicinity of the edifice. Entry into the PDZ must be prohibited.
2 Moderate Level of Volcanic Unrest	Elevated levels of any of the following parameters: volcanic earthquake, temperature, acidity and volcanic gas concentrations of monitored springs and fumaroles, steam and ash explosions from the summit crater or new vents, inflation or swelling of the edifice.	Probable intrusion of magma at depth, which may or may not lead to magmatic eruption. Entry within PDZ must be prohibited.
3 High Level of Volcanic Unrest	Sustained increases in the levels of volcanic earthquakes, some of which may be perceptible. More energetic and frequent steam/ash explosions. Sustained increases in the temperature, acidity and volcanic gas concentrations of springs and fumaroles, and in the levels of ground deformation or swelling of the edifice. Activity at the summit may involve sluggish lava extrusion with resultant rockfall.	Magmatic intrusion to shallow levels of the edifice is driving unrest, with indications that hazardous eruption could occur in weeks. Danger zones may be expanded to a radius of six (6) kilometers from the summit crater or active vent.
4 Hazardous Eruption Imminent	Intensifying unrest characterized by eathquake swarks and volcanic tremor. many of which may be perceptible. Frequent strong ash explosions. Increasing rates of ground deformation and swelling of the edifice. Increasing rates of lava extrusion with increaded frequency and volume of rockfall and volcanic gas flux, or abrupt decrease in volcanic gas flux due to plugging of lava at the summit crater or active vent.	Low-level magmatic eruption underway, which can progress to highly hazardous major eruption within hours or days. Danger zones may be expanded to a radius of ten (10) kilometers or more from the summit crater or active vent.
5 Hazardous Eruption in Progress	MagmatiM eruption characterized by explosive production of tall ash-laden eruption columns, and/or descent and frquent failure of voluminous lava flows. Generation of deadly pyroclastic flows, surges and/or lateral blasts and widespread tephra fall (ashfall). Lahars generate along river channels.	Life-threatening major eruption producing volcanic hazards that endanger communities. Danger zones may be expanded to fourteen (14) kilometers as erution progresses.



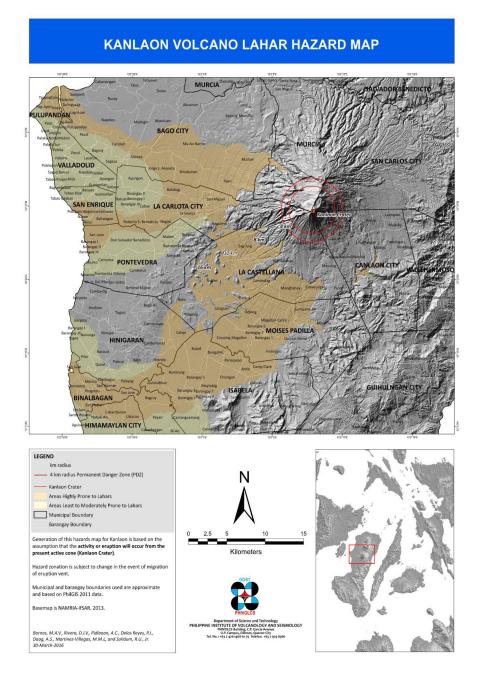
Department of Science and Technology PPINE INSTITUTE OF VOLCANOLOGY AND SEISMOLOGY PPINOLCS Building, CC, Barcia Avenue UUP, Campus, Dilman, Quecon CBy Tel. No.: +63 146-1468 to 37 biefrau: +63 1599 8366

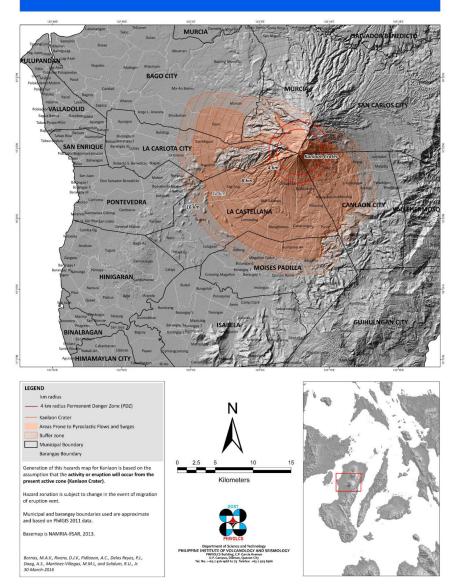
Basemap is NAMRIA-IfSAR, 2013.

Bornas, M.A.V., Rivera, D.J.V., Pidlaoan, A.C., Delos Reyes, P.J., Daag, A.S., Martinez-Villegas, M.M.L, and Solidum, R.U., Jr. 30-March-2016

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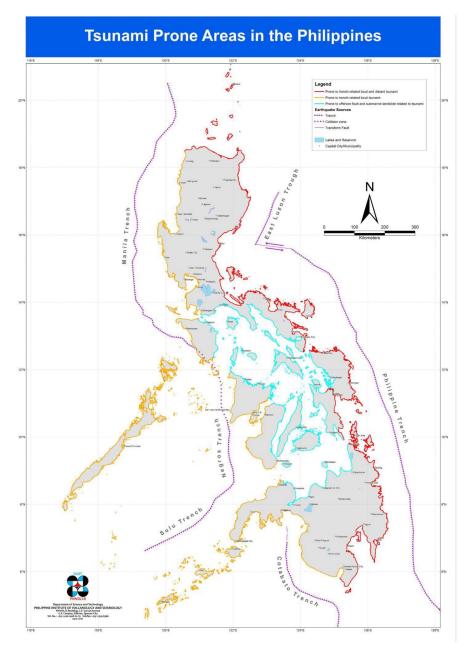
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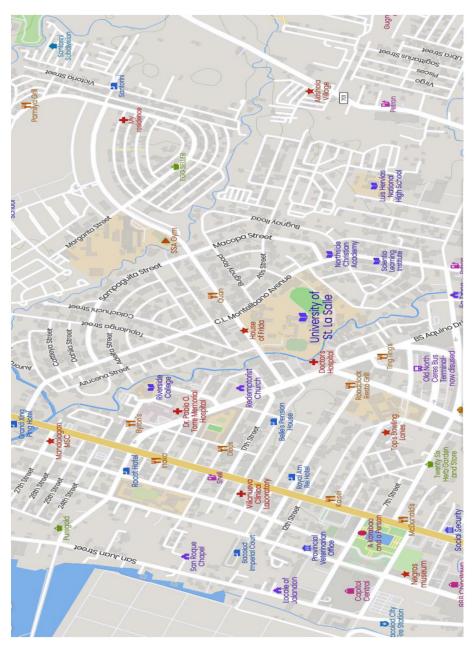


KANLAON VOLCANO PYROCLASTIC FLOW HAZARD MAP

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BACOLOD CITY MAP





BACOLOD CITY QUICK FACTS

GEOPHYSICAL

Bacolod is the highly urbanized capital, communication, trade and service center of the Province of Negros Occidental, one of the twin provinces of Negros Island in the cluster of the Visayan Islands in the heart of the Philippine Archipelago. Bacolod is bounded in the northwest by the cities of Talisay; in the northeast by Silay and Victorias; in the east and southwest by the town of Murcia; in the southwest by the City of Bago; and in the west by the Guimaras Strait. Total land area is 16,270 hectares or 162.67 km2 excluding straits and bodies of water.

CLIMATE

Bacolod City has 2 pronounced seasons, wet and dry. The rainy season starts from May to January with heavy rains occurring during the months of August and September. Dry season starts from the month of February up to the last week of April. December and January are the coldest months while April is the warmest.

POPULATION

Latest population estimate is close to 600,000 or half a million which is approximately 25% of the total population of the province of Negros Occidental.

BARANGAY VILLAMONTE

Barangay Villamonte has an area of 598.21 hectares. It is bounded in the north by Barangay Mandalagan, in the south by Barangay Taculing, in the east by Barangay Estefania, in the west by Barangay 20 & 23, southwest by Barangay 27 and 28, southeast by Vista Alegre & Barangay 41, and northwest by Barangays 5 & 7.

The land area is occupied by commercial and industrial buildings, educational and religious institutions and residential where 21 subdivisions and 36 puroks are situated.

The residential portion has a total of 8,498 households and a total of 33, 454 population based on the 2019 survey conducted by the Barangay.

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EMERGENCY HOTLINES

911

Internal-Hotlines

- Security
 432 1187 Local 139
 434 4248
 213 1112 Local 216
- Health Service
 434 6219 Local 107 (Main Clinic)
 432 1186 Local 150 (College Satellite Clinic
 Local 203 (IS Satellite Clinic)
- 432 1187 Local 211 Local 411 Local 183
- General Services 432 1187 Local 115 Local 116

External-Hotlines

- Bureau of Fire Protection (BFP) BACOLOD (034) 434 5022 (034) 434 5023 0921 341 7002
- The Doctor's Hospital (034) 468 2100 (034) 468 2100 0917 627 9350

- Riverside Medical Center, Inc. (034) 705 0000
- Corazon Locsin Montelibano Memorial Regional Hospital (034) 703-1350 (to 56) (034) 431-5801 to 13
- Lady Of Mercy Specialty Hospital (034) 432 2887 (034) 434 1031
- Metro Bacolod Hospital and Medical Center (034) 488 7288
- Bacolod City Health Office (034) 707-1329 (034) 431 3673
- Bacolod City Police Station 4 (Brgy. Villamonte) 099 85 987 466 094 69 399 735 099 89 674 456
- Bacolod City Local Government Unit (034) 434-9122 (034) 432-7196
- DRRMO Bacolod (034) 432 3879
- CENECO Bacolod City Office
 458 6777 Local 1101, 1102, 1103
 094 94 010 144
 096 74 715 122
- Environmental and Natural Resources Office Bacolod City (034) 432-2386

- Bacolod City Legal Office (034) 708-8208
- Bacolod City Mayor's Office (034) 435-5879 (034) 703-1284 (Vice Mayor)
- Department of Public Service Bacolod City (034) 708-1755 (034) 433-3532
- Amity Volunteer Fire Brigade Bacolod City 091 890 235 68 (034) 433 3626
- Chambers Volunteer Fire Brigade Bacolod City (034) 435 5555
 +63 (34) 433 3850
 +63 (34) 433 1777
 +63 (34) 432 0111
- Red Cross Bacolod Chapter 097 549 928 06 +63 (34) 436 5387

BACOLOD CITY POLICE OFFICE DIRECTORY

		Station /Unit Hotline		
Station/Unit	Commanders Hotline	Mobile	Landline	
Police Station 1	09082742894 / 09989674451	09985987460	445-2403	
Police Station 2	09495050735 / 09989674452	09985987462	445-2495	
Police Station 3	09995422307 / 09989674453	09985987464	474-0209	
Police Station 4	09469399735 / 09989674456	09985987466	UNAVAILABLE	
Police Station 5	09477744518 / 09989674457	09985987468	431-1279 / 708-8291	
Police Station 6	09108717796 / 09989674458	09985987470	445-1557	
Police Station 7	09338191749 / 09989674459	09985987473	431-1301-446-2802	
Police Station 8	09308164611 / 09989674460	09985987475	431-1424	
Police Station 9	09399396790 / 09989674461	09985987478	435-9656	
Police Station 10	09392649957 / 09986744462	09985987480	4453-424	
Bacolod City Mobile Force Company	09107238350	09513438092	034-467-1067	
City Tactical Operation Center (TOC)	09491756264	09072780149 / 09985987459	460-8575	
Regional Tactical Operation Center	09995587914	09999955072	033-326-1582	