

**REQUEST FOR QUOTATION
NP- SMALL VALUE PROCUREMENT**

RFQ No. : DSWD7-2023-0687

Date : May 11, 2023

Company Name : _____
Company Address : _____
Contact Person : _____
Contact No. : _____
PhilGEPS Registration No.: _____

Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

Interested service providers are required to submit true copies of their **valid Mayor's/Business Permit & Philgeps Registration Number**. An **Omnibus Sworn Statement** is required prior to award.

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 140 or 148 or e-mail to bac.fo7@dswd.gov.ph on or before **May 15, 2023 at 5:00PM**.

Very truly yours,


ENGR. EMMANUEL M. EDLES
AO V/Head, Procurement Management Section

Terms and Conditions:

- Award shall be made on per: item basis total quoted price lot basis
- Quotation validity shall be not less than **60 calendar days**.
- Good/s or Services shall be delivered **within 30 days calendar from receipt and conformity of Purchase Order.**
- Place of Delivery: **DSWD FO VII, Corner M.J. Cuenco Avenue and Gen. Maxilom Ext., Carreta, Cebu City**
- Terms of Payment: **within 30 days from the receipt of billing statement.**
- Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**
- In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.
- Warranty period, if applicable: _____


BONAPARTE D. CASEÑAS II
Canvasser

I am interested to quote and agree to the terms and conditions.

(Signature over Printed Name of Supplier / Service
Provider / Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office VII, Cebu City

Company Name _____
 Company Address _____
 Contact Person _____
 Contact No. _____
 PhAGEPS Registration No.: _____
 Tin Number: _____

RFQ No. DSWD7-2023-0687

Date: May 11, 2023

| Item No. | Quantity | Unit of Measure | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|----------|----------|-----------------|---|--|-------------------------|-----------|------------|
| | | | Advocacy Materials for DSWD-7 and DRMD | | | | |
| | | | Production and delivery of the following: | | | | |
| 1 | 500 | piece | 1. Information Cards Specifications * Dimension: 5.8in x 8.2in or A5 * Paper: C2S 170lbs * Full-color (back to back) * Glossy | | | | |
| 2 | 14 | piece | 2. Roll-up Banners Specifications * Dimension: 850 mm x 2050 mm * With soft carry bag DSWD Field Office 7 - 2 pieces Disaster Response Relief Operations - 4 pieces Risk Resiliency Program - 2 pieces Cash for Work - 2 pieces Cash for training - 2 pieces Cash for Work/Training - 2 pieces | | | | |
| 3 | 500 | piece | 3. 2-pocket Folder (DRMD) Specifications * Dimension: 9in x 14 in * Full color * Finished: Matte/Direct Print" * Inside pocket sizes: Left - 9in (width) x 4in (height); right - 5 in (width) x 14 in (length) | | | | |
| 4 | 1,000 | piece | 4. single pocket Folder (DSWD Field Office 7) Specifications * Dimension: 9in x 14 in * Full color * Finished: Matte/Direct Print" * Right inside pocket size: 19in (width) x 4in (height) | | | | |

| Item No. | Quantity | Unit of Measure | Articles / Descriptions | Statement of Compliance (State "Comply" or "Not Comply") | Bidder's Specifications | Unit Cost | Total Cost |
|---|----------|-----------------|--|---|-------------------------|-----------|------------|
| 5 | 364 | piece | 5. DRMD Notebook | | | | |
| | | | Specifications | | | | |
| | | | * Thick Matte Cover - 300 gsm | | | | |
| | | | * Inside pages (preparedness tips) - c2s 120 gsm glossy | | | | |
| | | | * Full color printing | | | | |
| | | | * Writing areas in thin gray lines | | | | |
| | | | * Perfect binding | | | | |
| | | | * Size: 6in x 8.5in portrait (spread size: W 11.5" x L 8.5") | | | | |
| * 50 sheets (cover and preparedness tips pages excluded) | | | | | | | |
| 6 | 150 | piece | 6. DRMD Flyer | | | | |
| | | | Specifications | | | | |
| | | | * Dimension: 5.8in x 8.2in or A5 | | | | |
| | | | * Paper: C2S 170lbs | | | | |
| | | | * Full color (back to back) | | | | |
| * Glossy | | | | | | | |
| 7 | 150 | piece | 7. Emergency Hotlines Flyer | | | | |
| | | | Specifications | | | | |
| | | | * Dimension: 5.8in x 8.2in or A5 | | | | |
| | | | * Paper: C2S 170lbs | | | | |
| | | | * Full color (back to back) | | | | |
| * Glossy | | | | | | | |
| 8 | 150 | piece | 8. Go Bag and Fire Safety Flyer | | | | |
| | | | Specifications | | | | |
| | | | * Dimension: 5.8in x 8.2in or A5 | | | | |
| | | | * Paper: C2S 170lbs | | | | |
| | | | * Full color (back to back) | | | | |
| * Glossy | | | | | | | |
| 9 | 150 | piece | 9. Flood Safety Flyer | | | | |
| | | | Specifications | | | | |
| | | | * Dimension: 5.8in x 8.2in or A5 | | | | |
| | | | * Paper: C2S 170lbs | | | | |
| | | | * Full color (back to back) | | | | |
| * Glossy | | | | | | | |
| Total: | | | | | | | |
| Approved Budget for the Contract: Php 250,000.00 | | | | <small>Note: "Bidder's Specifications" column may be filled up with service provider or may copy "Articles/Description" stated if applicable.</small> | | | |
| End User: SMU | | | | | | | |
| PURPOSE : Disaster Preparedness materials for information, Education, and Advocacy Campaigns | | | | | | | |

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

Bonaparte D. Caseñas II
BONAPARTE D. CASEÑAS II
 Convasser

Signature of Supplier / Authorized Representative Over
 Printed Name

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PROGRAMS, PROJECTS AND SERVICES

Pantawid Pamilyang Pilipino Program (4Ps)

Promotive Services Programs

- Sustainable Livelihood Program (SLP)
- Kapit-Bisig Laban sa Kanirapan Comprehensive and Integrated Delivery of Social Services (KALAHATI-CIDSS)
- Enhanced Partnership Against Hunger and Poverty (EPHAP)

Protective Services Programs

- Centers and Residential Care Facilities (CRCFS)

Residential Care

- Reception and Study Center for Children (RSCC)
- Home for Girls (HFG)
- Regional Haven (RH) for Women
- Regional Rehabilitation Center for Youth (RRCY)

Non-Residential

- Area Vocational Rehabilitation Center (AVRC) II

- Community-Based

- Supplementary Feeding Program (SFP)
- Social Pension (SoCPen) for Indigent Senior Citizens
- Centenarian Program
- Assistance to Individuals in Crisis Situation (AICS)
- Alternative Parental Care Program: Adoption and Foster Care
- Recovery and Reintegration Program for Trafficked Persons (RRPTP)
- International Social Services to the Distressed Overseas Filipinos and their Families in the Philippines
- Issuance of Travel Certificate for Minor's Travelling Abroad

Disaster Response and Management Program (DRMP)

Social Welfare and Development Agencies Regulatory Program

Technical Assistance and Resource Augmentation (TARA)

Support to Operations

- Social Technology
 - Comprehensive Program for Children, Families, and Ips in Street Situations (Compre Program)
 - Yakap Bayan Program (YBP)
 - WISUPPORT Project
 - Strategic Helpdesk for Information, Education, Livelihood, and Other Developmental Activities (SHIELD) Against Child Labor Project
- Listahanan

DSWD Field Office VII Officials

| | |
|---|-------------|
| Shalaine Marie S. Lucero, CESO IV Regional Director | 09199909709 |
| Antonio R. Dolataa Assistant Regional Director for Administration | 09178439262 |
| Juanito C. Cantero Assistant Regional Director for Operations | 09173299979 |
| Rosemarie S. Salazar Protective Services Division Chief | 09993825612 |
| Emma F. Patalinghug Promotive Services Division Chief | 09193925446 |
| Rosario P. Bacong Administration Division OIC-Chief | 09172726643 |
| Patricia R. Megalbio Financial Management Division Chief | 09176928560 |
| Jerloyd R. Suello Human Resource and Management Division OIC-Chief | 09173110020 |
| Lilbeth A. Cablara Disaster Response Management Division Chief | 09395179266 |
| Grace I. Yana Policy and Plans Division OIC-Chief | 09336304851 |
| Jiah L. Sayson Pantawid Pamilyang Pilipino Program Division Chief | 09088892186 |
| Aileen G. Cuevas Regional Center Coordinator | 09171463861 |

Department of Social Welfare and Development Field Office VII

M.J. Cuenco Ave., cor. Gen. Maxilom Ave., Brgy. Carreta, Cebu City, 6000

☎ 233-0261 / 232-9505 | 📧 fo7@dswd.gov.ph | 🌐 fo7.dswd.gov.ph

📍 Maagap at Magsakalingang Serbisyo!

#BawatBuhayMatalagSaDSWD



Department of Social Welfare and Development

FIELD OFFICE VII



#BawatBuhayMahalagaSaDSWD





DISASTER RESPONSE RELIEF OPERATIONS



**Maagap at
Mapagkalingang
Serbisyo!**

#BawatBuhayMahalagaSaDSWD



RISK RESILIENCY PROGRAM



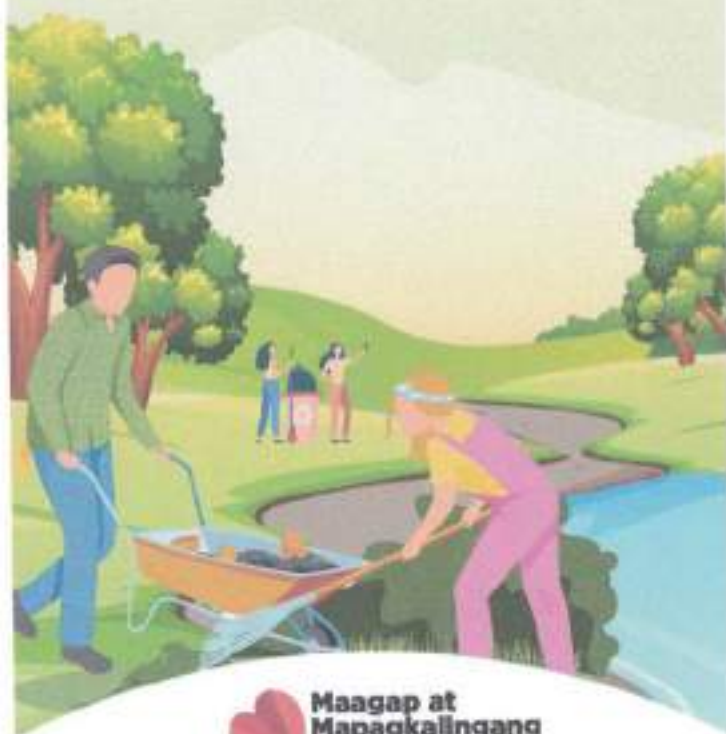
**Maagap at
Mapagkalingang
Serbisyo!**

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RISK RESILIENCY PROGRAM

Cash-For-Work PAYOUT



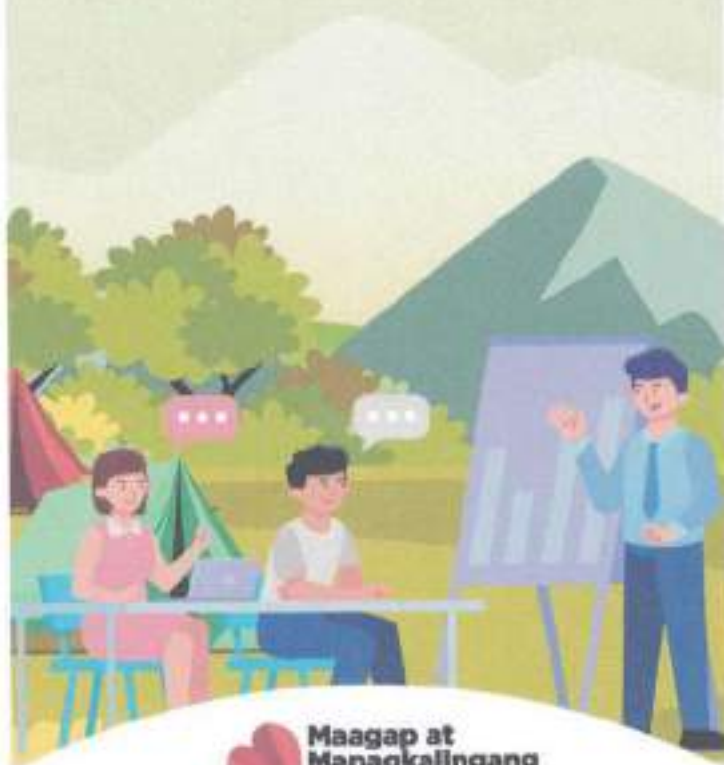
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Mapagkalingang
Serbisyo!

#BawatBuhayMahalagaSaDSWD



RISK RESILIENCY PROGRAM

Cash-For-Training PAYOUT



Maagap at
Mapagkalingang
Serbisyo!

#BawatBuhayMahalagaSaDSWD



RISK RESILIENCY PROGRAM

Cash-For-Work/Training PAYOUT



Maagap at
Mapagkailangang
Serbisyo!

#BawatBuhayMahalagaSaDSWD



ALISTO MOTABANG

ABTIK MOLIHOK

KINASINGKASING NGA SERBISYO

TALIWALA SA KATALAGMAN



Pambansang Serbisyo Response Management Center
 Department of Social Services and Development (DSSD) /
 Department of Social Welfare and Development (DSWD)
 1000 10th Avenue, Quezon City, Philippines 1100
 ☎ 02-8861-2288 ☎ 02-8861-2289 ☎ 02-8861-2290 ☎ 02-8861-2291

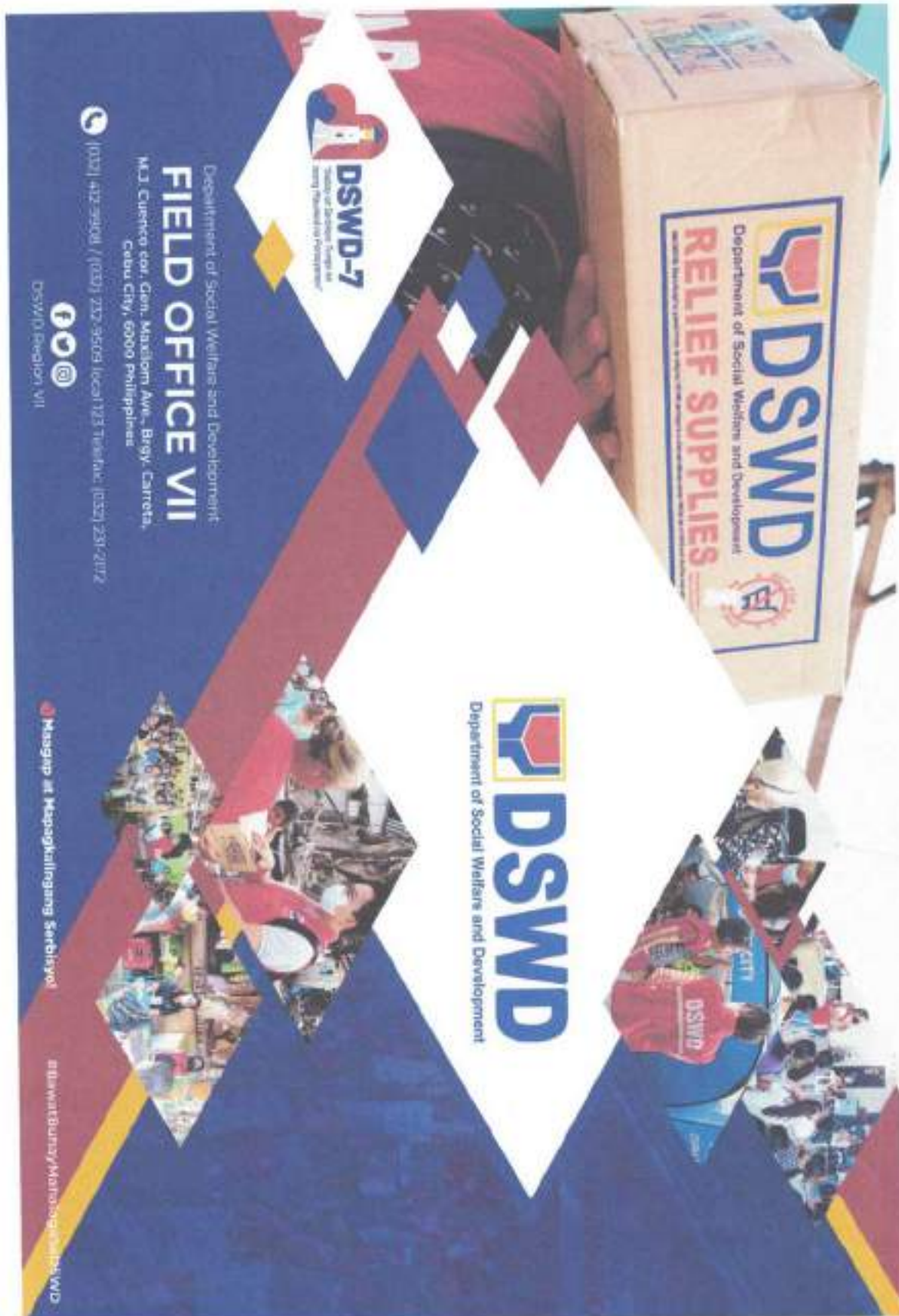


DSWD Disaster Response Management Center is a leading institution and working of all disaster response efforts including provision of administrative support to the local government units during disaster or calamity in the form of relief, rehabilitation and recovery services in accordance with RA 10762, also known as the National Disaster Risk Reduction Management Act of 2016.

DSSD is the technical response center in the structure of the National Disaster Risk Reduction Management Council. The Department leads in the provision of food and non-food items, relief, rehabilitation, and relief coordination and management.

| DSWD SECTIONS | | |
|--|--|--|
| DRRS Disaster Response and Rehabilitation Section Provides relief, rehabilitation and recovery services to disaster victims and affected communities. | RRDS Relief, Rehabilitation and Disaster Response Section Provides relief, rehabilitation and recovery services to disaster victims and affected communities. | DRIMS Disaster Response and Rehabilitation Management Section Provides relief, rehabilitation and recovery services to disaster victims and affected communities. |

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Department of Social Welfare and Development
FIELD OFFICE VII

M.J. Cuervo cor. Dan. Maxilom Ave., Brgy. Carreta,
Cebu City, 6000 Philippines

 (032) 422-5900 / (032) 232-9509 local 123 Telefax: (032) 234-2172



DSWD Region VII

 #Magap at Magapalingang Serbisyo!

www.facebook.com/DSWDRegionVII



PASSION *and* SERVICE

DSWD



Produced by the Disaster Response Management Division









Department of Social Welfare and Development Field Office 7

MJ Quince Ave., corner Gen. Maxilom Ave., Barangay Carreta, Cebu City










(032) 239-0261/232-9505 loc 17135 | DSWD Region VII | ds7.dswd.gov.ph

FIRE SAFETY TIPS

FIRE PREVENTION

-  **Befriend a fireman.**
-  **Ensure that fire alarms and sprinklers work.**
-  **Practice your evacuation plan and participate in fire drills.**
-  **Turn off LPG tanks when not in use.**
-  **Hire an electrician to check on your electrical wirings at least once a year.**
-  **Unplug appliances and gadgets after using or charging.**
-  **DO NOT leave lighted candles and cigarettes unattended.**
-  **Teach children on fire safety.**
-  **Learn how to use a fire extinguisher. Remember PASS: Pull the pin, Aim the nozzle at the base of the fire, Squeeze the lever, Sweep from side to side.**

IN CASE OF FIRE

-  **Stay calm and evacuate immediately.**
-  **Sound the fire alarm and call 180 for assistance.**
-  **If you're in a building, use the stairs and do not use the elevators.**
-  **Before opening doors, check handle first. If hot, DO NOT OPEN as the room may already be on fire.**
-  **If there is smoke, get down and cover your mouth and nose with damp cloth.**
-  **If your clothes are on fire, STOP running, DROP to the floor, and ROLL to put out the flames.**
-  **If trapped, stay in the room and signal for help using bright colored cloth at the window or make noise.**
-  **After the fire, do not return inside your house or building unless authorities deemed it safe.**
-  **Have yourself checked for injuries.**

EMERGENCY GO BAG

When there is an emergency threat, it is necessary to evacuate to a safer place. In preparation for this during the new normal, remember to have an Emergency Go Bag with supplies enough for your family.

Your bag should consist of:



Important documents
in sealed envelope



Spare cash
including coins



Ready-to-eat
food enough for
3 days



First aid kit
with face shield
and face mask



Drinking water in
sealed container



rope, old news-
papers and sturdy
containers



Supplies for infants,
children, elderly,
and PWDs



Sleeping bags or
mats and blankets



Flashlight, batteries, match,
whistle, mobile phone



Radios with new
and extra batteries



Clothing, raincoat, boots
and sanitary supplies



FLOOD PREPAREDNESS TIPS

AFTER | Stay alert and keep safe








-  Leave the evacuation area only when authorities say it is safe to return home.
-  Report fallen trees and electric posts to proper authorities.
-  Check for wet or submerged electrical outlets and appliances before turning on electricity.
-  Check your house for possible damages and repair as necessary.
-  Make sure that the food and water for drinking are not contaminated by flood water.
-  Throw away rainwater in cans, pots, and tires to prevent breeding of mosquitos.

"We cannot stop natural disasters but we can arm ourselves with knowledge so many lives wouldn't have to be lost if there was enough disaster preparedness"






Petra Nemcova

FLOOD PREPAREDNESS TIPS

BEFORE | Know the hazards in your area

-  Monitor the news for weather updates, warnings, and advisories.
-  Know the flood early warning and evacuation plan of the community.
-  Participate in community flood preparedness actions and drills.
-  Secure your home. Move essential furniture and items to the upper floor.
-  Before evacuating, turn off all main switches of electricity, water, and LPG tanks.
-  Put pets and livestock in a safe area or designated evacuation sites for animals.
-  When order is received, immediately evacuate to higher and safer grounds.

DURING | Stay on higher grounds

-  Stay indoors and stay tuned for latest news and weather updates.
-  **DO NOT** touch electrical equipment if you are wet or standing in floodwater.
-  **DO NOT** go swimming or boating in swollen rivers.
-  **DO NOT** walk or drive through flooded areas.
-  **DO NOT** cross streams when water levels are already above the knee.

LANDSLIDE SAFETY TIPS

BEFORE KNOW THE HAZARDS IN YOUR AREA



Understand the landslide-prone areas and the early warning signs of impending landslides.



Monitor the news for weather updates, warnings, and advisories.



Prepare your family's Emergency Go Bag containing items needed for survival.




Know the location of the evacuation site and the fastest and safest way to get there.



When notified, immediately evacuate to safer grounds.


DURING STAY IN A SAFE AREA AND BE ALERT!



When inside a house or building and evacuation is not possible, stay inside and get under a sturdy table.



When outside, avoid affected areas and go to a safer place.



When landslides cannot be avoided, protect your head.



When driving, do not cross bridges or damaged roads.


AFTER MONITOR THE SITUATION AND STAY



After monitoring the situation and staying, leave the evacuation area only when authorities say it is safe.



Avoid landslide-affected areas.




Watch out for possible flash floods due to the clogging of creeks or rivers.




Check for missing persons and report them to the authorities.



Bring the injured and sick to the nearest hospital.



Check your house for possible damage and repair it as necessary.



Report fallen trees and electric posts to the proper authorities.

TYPHOON SAFETY TIPS

BEFORE



Be updated with weather reports



Stock adequate food and water



Repair damaged areas of the house



Keep portable light source within reach



Secure pets in a safe place



Bring your Emergency Go Bag when evacuating

DURING



Keep an eye on hazardous materials. Objects that may start fire or are fragile should be stored in dry and safe places.



Don't walk in floodwaters. Avoid immersing any body parts in floodwaters to avoid acquiring diseases and wounds.



Stay inside the house. Stay inside the house to avoid getting hit by flying debris.



Be updated with weather reports. Listen to news updates, especially those concerning your area.



If unclean, boil water for 20 minutes. If water available is not safe, boil water and store in a clean container with cover.

AFTER



Make sure the house is safe and free from wild animals when entering.



Watch out for power sources immersed in water.



Report damaged and fallen electrical cables and posts.



Avoid water accumulating in an open container to avoid mosquito breeding.

CENTRAL VISAYAS EMERGENCY HOTLINE NUMBERS

OFFICE OF THE CIVIL DEFENCE

(032) 236-0473 / (032) 410-6451
0917-704-1070 (Globe) / 0998-578-4932 (Smart)

DEPARTMENT OF HEALTH - HEMS

0945-157-6004 (Globe) / 0943-568-3298 (Smart)

PHILIPPINE NATIONAL POLICE

0917-518-7767 (Globe)

BUREAU OF FIRE PROTECTION

160

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - DRMD

(032) 233-0261 / 232-9505
LOC. 17135

DRRM OFFICE AND POLICE HOTLINES

PDRRMO - Bohol

0914-510-1490 (Globe)
0949-795-5530 (Smart)
0925-830-0117 (Sun)

PDRRMO - Cebu

(032) 255-0046

PDRRMO - Negros Oriental

(035) 226-7911

PDRRMO - Siquijor

0953-209-9165 (Globe)

PNP - Bohol

0917-316-3297 (Globe)

PNP - Cebu

0917-518-7767 (Globe)

PNP - Negros Oriental

0956-665-0370 (Globe)

PNP - Siquijor

0905-153-3418 (Globe)

CDRRMO - Cebu City

166
0932-537-770 (Globe)
0947-178-0000 (Smart)
(032) 262-1424

CDRRMO - Lapu-Lapu City

(032) 263-2345
(032) 342-2249
(032) 341-3771
0999-972-1111 (Smart)

CDRRMO - Mandaue City

0938-476-5461 (Talk 'n Text)
(032) 383-1658



DSWD Disaster Response Management Division leads the planning, coordination, and monitoring of all disaster response efforts including provision of augmentation and support to the local government units during disaster or calamity in the form of relief, rehabilitation, and recovery services in accordance with RA 10737, also known as the National Disaster Risk Reduction Management Act for 2016.

DSWD is the vice-chair for Responder Cluster in the structure of the National Disaster Risk Reduction Management Council. The Department leads in the provision of Food and Non-Food Items (FNFI), IDP Protection, and Camp Coordination and Management.

What is inside the DSWD Family Food Pack?

- ✓ 6 kilos of rice
- ✓ 4 canned corned beef
- ✓ 4 canned tuna
- ✓ 2 canned sardines
- ✓ 4 canned corned beef
- ✓ 5 sachets of 3-in-1 coffee
- ✓ 5 sachets of cereal drink

The repacking, sealing, bagging, and putting of tops or stickers on the metal gavo to ensure reusable are in the Philippine Disaster Risk Reduction and Management Act of 2016.

Any individual/ institution caught committing any of the prohibited acts under RA 10737 may face legal action.



Department of Social Welfare and Development

DRM D SECTIONS

DRRS

Disaster Response and Rehabilitation Services teams in the provision of disaster relief, rehabilitation, and recovery program, projects, and services at disaster strikes local government units.

RROS

Regional Resource Operations Section evaluate the mobility, accessibility, and readiness of resources, food and nutritional needs, and administrative support necessary before and during disaster operations at various

DRIMS

Disaster Response Information and Management Section establish and maintain database to ensure operationalization of Disaster Response System on Injurious and critical information pertaining to disaster response, relief and rehabilitation operations in coordination with the DRPCC.

PROGRAMS AND SERVICES

Camp Coordination and Camp Management (CCCM)

and Internally Displaced Persons (IDP) Protection
 FNFI access, site security, Displaced Persons and Service needs and outside evacuation centers are provided with necessary assistance and protection services in coordination with transnational law and standards. Attached facilities are recognized to participate in the activities in the camp, through provision of technical assistance teams to CCCM and IDP Protection, and human resource augmentation or assignment of function whenever needed during disaster response operations.

Cash/Food for Work (CFW)

Short-term interventions to provide temporary employment to distressed/displaced individuals by participating in or undertaking projects, construction, repair, rehabilitation or risk reduction projects and activities in their communities or in evacuation centers.

Emergency Shelter Assistance (ESA)

Enables affected families who spend not to be transferred to a makeshift site to purchase simple materials required in providing a replacement particularly in cases damaged houses destroyed as a result of natural or man-made disaster/calamity.

Emergency Cash Transfer (ECT)

An adaptive strategy in bridging the gap between immediate disaster relief humanitarian response, and early recovery, support in disaster and emergency by providing unconditional cash assistance to disaster affected families that require intervention. Unlike emergency response or food provided given in the actual occurrence of shocks, ECT is a post-disaster intervention in the form of cash transfer given to families surviving from disaster shocks.

Food and Non-Food Items (FNFI)

The provision of emergency assistance through food and household items going to the disaster affected families in the form Family Food Packs and essential non-food items such as kerosene, hygiene kits, clothes kits, sleeping kits, and shelter kits.

WHAT IS A DROMIC REPORT?

A DROMIC Report is a DSWD document which reflects data on post-disaster/calamity incident in particular affected areas. It also contains information on response efforts with the DSWD Central and Offices.

Types of DROMIC Report

- Progress Report for Response Report
- Initial Report
- Progress Report
- Terminal Report



DSWD-7

CENTRAL VISAYAS EMERGENCY HOTLINE NUMBERS

OFFICE OF THE CIVIL DEFENCE

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BUREAU OF FIRE PROTECTION

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DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - DRMD

(032) 233-0261 / 232-9505
LOC. 17135

Managse at MagsaKalingang Serbisyo

#BawatBuhayMakabagaySaDSWD



DSWD-7

DRRM OFFICE AND POLICE HOTLINES

PDRRMO - Bohol

0914-510-1490 (Globe)
0949-795-5530 (Smart)
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PNP - Negros Oriental

0958-665-0370 (Globe)

PDRRMO - Cebu

(032) 255-0046

PNP - Siquijor

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PNP - Bohol

0917-316-3297 (Globe)

CDRRMO - Mandaue City

0938-476-5461 (Talk 'n Text)
(032) 383-1658

PNP - Cebu

0917-518-7767 (Globe)

Managse at MagsaKalingang Serbisyo

#BawatBuhayMakabagaySaDSWD

EMERGENCY GO BAG

When there is an emergency threat, it is necessary to evacuate to a safer place. In preparation for that during the new normal, remember to have an Emergency Go Bag with supplies enough for your family.

Your bag should consist of:

-  Important documents in sealed envelope
-  Unflavored water in sealed container
-  First aid kit with face shield and face mask
-  Spare clean reading glasses
-  Ready-to-eat food enough for 1 day
-  Supplies for infants, children, elderly and PWDs
-  Sleeping bags or mats and blankets
-  Flashlight, sanitizer, mouth whitening, fluoride toothpaste
-  Radio with new and extra batteries
-  Clothing, toiletries, socks and sanitary supplies




Managap at Mapagkalingang Serbisyo









#BawalBuhayMabuhayDSWD

FIRE SAFETY TIPS

FIRE PREVENTION

-  **Berlinda a fireman.**
-  **Ensure that fire alarms and sprinklers work.**
-  **Practice your evacuation plan and participate in fire drills.**
-  **Turn off LPG tanks when not in use.**
-  **Hire an electrician to check on your electrical wiring at least once a year.**
-  **Unplug appliances and gadgets after using or changing.**
-  **DO NOT leave lighted candles and cigarettes unattended.**
-  **Teach children on fire safety.**
-  **Learn how to use a fire extinguisher. Remember PASS: Put the pin, Aim the nozzle at the base of the fire, Squeeze the lever, Sweep from side to side.**

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-  **Stay calm and evacuate immediately.**
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-  **Before opening doors, check handle first. If hot, DO NOT OPEN as the room may already be on fire.**
-  **If there is smoke, get down and cover your mouth and nose with damp cloth.**
-  **If your clothes are on fire, STOP running, Drop to the floor, and ROLL to put out the flames.**
-  **If trapped, stay in the room and signal for help using bright colored cloth at the window or make noise.**
-  **After the fire, do not return inside your house or building unless authorities deem it safe.**
-  **Have yourself checked for injuries.**

Managap at Mapagkalingang Serbisyo

#BawalBuhayMabuhayDSWD

FLOOD PREPAREDNESS TIPS

BEFORE | Know the hazards in your area

-  Monitor the news for weather updates, warnings, and advisories.
-  Know the flood early warning and evacuation plan of the community.
-  Participate in community flood preparedness actions and drills.
-  Secure your home. Move essential furniture and items to the upper floor.
-  Before evacuating, turn off all main switches of electricity, water, and LPG tanks.
-  Put pets and livestock in a safe area or designated evacuation sites for animals.
-  When order is received, immediately evacuate to higher and safer grounds.

DURING | Stay on higher grounds

-  Stay indoors and stay tuned for latest news and weather updates.
-  **DO NOT** touch electrical equipment if you are wet or standing in floodwater.
-  **DO NOT** go swimming or boating in swollen rivers.
-  **DO NOT** walk or drive through flooded areas!
-  **DO NOT** cross streams when water levels already above the first.

FLOOD PREPAREDNESS TIPS

AFTER | Stay alert and keep safe

-  Leave the evacuation area only when authorities say it is safe to return home.
-  Report fallen trees and electric posts to proper authorities.
-  Check for wet or submerged electrical outlets and appliances before turning on electricity.
-  Check your house for possible damages and repair as necessary.
-  Make sure that the food and water for drinking are not contaminated by flood water.
-  Throw away rainwater in cans, pots, and tires to prevent breeding of mosquitos.

"We cannot stop natural disasters but we can arm ourselves with knowledge so many lives wouldn't have to be lost if there was enough disaster preparedness."

Petro Nemcova

