FORM I

Initial Report on (disaster incident)
To be submitted within 2 hours after the flash report

Origin of Report:

1. Profile of the Incident:

- What: ____________________________________________________
  (Type of disaster)
- When: ____________________________________________________
  (Date and time of occurrence)
- Where: ____________________________________________________
  (Exact locations)
- Why: ____________________________________________________
  (Probable cause of the incident)
- Who: ____________________________________________________
  (Affected population (________ children_________ adults
  (women)
  (Responding local agencies in the area)
- How: ____________________________________________________
  (How was the initial local response carried out?)

  Is there a need for:

  Search and rescue assistance? _____ Yes _____ No
  Evacuation? ________ Yes ________ No

  Signed: Local DCC Chairman
Form II

Rapid Damage and Needs Assessment Checklist
(To be submitted within 12 hours upon occurrence of disaster)

A. Profile of the Disaster
1. Type of disaster/emergency ________________________________
2. Date and time of occurrence ________________________________
3. Areas Affected ____________________________________________
   (barangays, municipalities/cities, provinces, regions)
4. Sources of reports __________________________________________
5. Date and time of reports _____________________________________

B. Initial Effects:
1. Affected Population: _______ Families _______ Persons
2. Displaced Population: _______ Families _______ Persons
   Infants - 0-1 year old _______________________
   Children - 2-12 years old ____________________
   Adolescent - 13-17 years old ________________
   Adults (women) - 18 and above ______________

3. Casualties: Location Number Cause
   Dead _____________________ ________ ____________
   Injured _________________ ________ ____________
   Missing _________________ ________ ____________

C. Initial Needs Assessment

1. Search and Rescue
   1.1 Exact locations ________________________________
      (barangays, municipalities/cities, provinces, regions)
   1.2 Approximate number of missing ________ children ________ adults
      (women)
   1.3 Response Status ________________________________
      (local SAR and resources deployed by DCCs)
   1.4 Unmet needs for which additional SAR resources are requested?
      ________________________________
      (teams, rescue boats, heavy equipment, expertise)
2. Evacuation

2.1 Exact locations ___________________________________________
(region, province, municipality, city, barangay)

2.2 Approximate number of people to be evacuated
____ infants, ______ children _______ adults (women)

2.3 Response status _______________________________________
(number of people evacuated by local DCCs)

2.4 Unmet needs for which additional evacuation assistance is
requested ? _______________________________________________

2.5 Names of evacuation centers ____________________________
_________________________________________________________

2.6 Number of families or persons housed in evacuation
centers who are in need of assistance ________ families
_________ persons
(____ infants, ______ children _______ adults (women))

2.7 Daily requirements of affected families in the evacuation
center __________________________________________________

2.8 Are there enough latrines in the evacuation centers? _____

3. Medical Health

3.1 Exact locations __________________________________________
(barangays, municipalities/cities, provinces regions)

3.2 Number of injured _______________________________________
____ infants______ children _______ adults (women)

3.3 Displaced families or persons who are in need of medical
attention ________ families _________ persons
____ infants ______ children _______ adults (women)

3.4 Response status ________________________________________
(condition of medical facilities)

3.5 Unmet needs ___________________________________________
(medicines, medical supplies & teams required from national sources)

3.6 What specific effects has the situation had on health of
survivors? _____________________________________________

3.7 Are there any health-related cases prevailing in the area.? 
If so, what health care facilities exist where and what?_____ 

3.8 Who is in charge of emergency health and medical services
in the area? ____________________________________________

3.9 Are there health workers in the community assessing the
health and nutritional status of affected children in the
evacuation centers? ___________________________________
4. Shelter and Clothing

4.1 Exact locations
(barangays, municipalities/cities, provinces and regions)
Number of people requiring shelter and clothing

Male   female
infants children adults (women)

Response Status
(number of people being provided with shelter and clothing by local DCCs)

4.4 Unmet needs
(number of people needing assistance and specify type of assistance required (tents, blankets, mosquito nets and clothing)

5. Food

5.1 Exact locations
(barangays, municipalities/cities, provinces, regions)

5.2 Total number of people requiring food

infants, children adults (women)

5.3 Response Status
(number of people provided with food by the local DCCs)

infants children adults (women)

5.4 Unmet needs
(number of people for whom external supplies of food are requested)

5.5 Are food resources and local buffer stocks available?

5.6 Is food assistance equally distributed?

5.7 Are the children being provided with food assistance according to their needs?

5.8 Are prime commodities locally available? yes no

6. Water

6.1 Exact locations
(barangays municipalities/cities, province, regions)

6.2 Number of people without potable water

children adults

6.3 Response Status
(number of people being supplied with potable water by the local DCCs; condition of supply system and repair status; availability of surface water)
6.4 Unmet needs
(Number of people whom external supplies of water requested and need for treatment supplies, container and trucks)

6.5 Are there any arrangement for water storage & distribution system in the area?

6.6 Is there water shortage? yes no date time probable cause

6.7 Is it widespread or concentrated in one area? yes no

6.8 Are there alternate sources of water? yes no

6.9 Did the service providers took immediate repairs? yes no. If yes, how long will it take to restore the systems? number of days

7. Environmental Sanitation

7.1 Are there enough latrines for sanitary disposal of feces that are away from water sources, cooking and eating areas?

7.2 Are there washing facilities and adequate cleaning materials?

8. Restoration of Lifeline Systems

8.1 Exact Locations
(barangays, municipalities/cities, provinces, regions)

8.2 Conditions of lifeline systems
(Roads, bridges, railways, power supplies and communication systems)

8.3 Is it operational or non operational? If not what are the emergency measures undertaken by the service providers?

8.4 Response Status

8.5 Unmet Needs
(list of personnel, supplies and equipment requested from external sources)

8.6 Was there power interruption? yes no date time probable cause

8.7 Is it widespread or concentrated in one area? yes no

8.8 Are there electric posts toppled down? yes no

8.9 How long will it take before the service is restored? Number of days

8.10 What are the actions taken by the servicing companies?
9. Children’s Educational Needs

9.1 Are there school buildings damaged? _____yes _____no
   If yes, how many children are affected? ___________ boys
   ___________ girls

9.2 What is the extent of disruption caused by the emergency situation?

9.3 How many children are in need of primary education?
   ___________ boys ___________ girls

9.4 Location of the target groups ____________________________

9.5 Level of formal and non-formal education of children

9.6 Instructional materials available ________________________

9.7 Existing physical facilities that could be used for non-
   formal schooling ____________________________

E. Local Initial Actions

1. Emergency Responders involved____________________________

2. Assets Deployed________________________________________

3. Number of Families/Persons Initially Served _________ families
   ________ persons ( _____infants _____children _____adults)

4. Extent of Local Assistance ______________________________

Signed: __________________
Local DCC Chairman
Form III

DAMAGE ASSESSMENT FORM
(to be submitted within 24 hours upon occurrence of disaster

A. Profile of the Disaster

1. Type of Disaster / Emergency ______________________________
2. Date and Time of Occurrence ______________________________
3. Source of Report ______________________________
4. Date and Time of Report ______________________________

B. Summary of the Effects (as of reporting time)

1. Areas Affected
   (barangays, cities/ municipalities, provinces, regions)

2. Population Affected (cumulative total)
   Families ______________________________
   Persons ______________________________
   (no. of children with age ranging from 1-17 years old)

3. Population Displaced (cumulative total)
   Families ______________________________
   Persons ______________________________
   Infants - 0-1 year old __________________
   Children - 2-12 years old __________________
   Adolescent-13-17 years old ____________
   Adults - 18 and above ________________

4. Casualties (cumulative total)
   Dead __________________
   Injured __________________
   Missing __________________

5. Damaged Properties (structures)

<table>
<thead>
<tr>
<th>Breakdown</th>
<th>Totally (Number)</th>
<th>Partially (Number)</th>
<th>Est Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Houses</td>
<td>________</td>
<td>_______</td>
<td>__________</td>
</tr>
<tr>
<td>School Buildings</td>
<td>_______</td>
<td>_______</td>
<td>__________</td>
</tr>
<tr>
<td>Hospital</td>
<td>_______</td>
<td>_______</td>
<td>__________</td>
</tr>
</tbody>
</table>
Gov’t Offices       ______  ______  _____________
Public Markets      ______  ______  _____________
Flood Control       ______  ______  _____________
(sea walls/dikes/dams/irrigation systems)
Commercial Facilities ______  ______  _____________
(factories,/malls/stores/supermarkets)
Others (specify)     ______  ______  _____________

6. Damaged Lifelines

6.1 Transportation Facilities

<table>
<thead>
<tr>
<th>Location</th>
<th>Passable/Not passable</th>
<th>No.</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Roads</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>National</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provincial</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barangay</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridges</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bailey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wooden</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Railways</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6.2 Communication Facilities

<table>
<thead>
<tr>
<th>Location</th>
<th>Operational/Non Operational</th>
<th>No</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLDT</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bayan Tel</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cell Sites</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Radio</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>repeaters</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6.3 Electrical Power

6.4 Water Facilities
7. Agriculture

7.1 Crops

<table>
<thead>
<tr>
<th>Areas Damaged</th>
<th>Losses</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Has)</td>
<td>(Metric Tons)</td>
</tr>
<tr>
<td>Rice</td>
<td>_______</td>
</tr>
<tr>
<td>Corn</td>
<td>_______</td>
</tr>
<tr>
<td>Vegetables</td>
<td>_______</td>
</tr>
<tr>
<td>Root crops</td>
<td>_______</td>
</tr>
<tr>
<td>Fruit trees</td>
<td>_______</td>
</tr>
<tr>
<td>Bananas</td>
<td>_______</td>
</tr>
<tr>
<td>Others</td>
<td>_______</td>
</tr>
</tbody>
</table>

7.2 Fisheries

<table>
<thead>
<tr>
<th>Fishponds</th>
<th>Fishing boats (number)</th>
</tr>
</thead>
<tbody>
<tr>
<td>________</td>
<td>__________</td>
</tr>
</tbody>
</table>

7.3 Livestock

<table>
<thead>
<tr>
<th>Animals</th>
<th>No. of Heads</th>
<th>Peso value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farm Animals</td>
<td>___________</td>
<td>___________</td>
</tr>
<tr>
<td>Poultry and Fowls</td>
<td>________</td>
<td>___________</td>
</tr>
</tbody>
</table>

C. Local Actions

1. Emergency Responders Involved ________________________________

2. Assets Deployed ____________________________________________

3. Number of Affected Population Served
   Families _________________________________
   Persons ________________________________

4. Number of Displaced Population Served
   Families _________________________________
   Persons ________________________________
   (_________ infants, _______ children and _______ adults)

5. Extent of Local Assistance___________________________________
   _________________________________

Progress report to follow

Signed: Local DCC Chairman