

# CONTINGENCY PLAN

The contingency plan and procedures outlined in this guide are for Filipino nationals living in the Republic of Korea (ROK).

These guidelines present four (4) Alert Levels to address contingencies of different nature and magnitude in case of an outbreak of armed hostilities between North and South Korea, or in the face of an imminent attack from the North.

The following are general guidelines:

1. Disasters may occur without warning at any time. When disaster strikes, remain calm but alert.
2. All the events that may occur during a disaster cannot be predicted. Know where the shelters are in your location and always be ready with your individual emergency survival kits or grab bags.
3. The authority to declare Alert Levels for Filipino nationals rests with the Department of Foreign Affairs in coordination with the Ambassador of the Republic of the Philippines.
4. Current state of affairs between South and North Korea remains tense. The Embassy has always set the Alert Level to “heightened alertness” or Level 1, reminding the Filipino community to remain attentive to current events in the country.
5. Know the Area Coordinators in your province and city. Give the Area Coordinators your contact information so that you can receive important advisories and information coming from the Embassy.
6. Refer regularly to the Embassy website and Facebook page for information.
  - a. <http://www.philembassy-seoul.com/>
  - b. <https://www.facebook.com/PhilippineEmbassySeoul/>

## SUMMARY OF RECOMMENDED ACTIONS PER ALERT LEVEL:

Below is a table which summarizes the various Alert Levels that will be declared by the Embassy upon instruction of the Philippine Government. It also shows a summary of the recommended actions to be taken by the Filipino community corresponding to each Alert Level.

Alert Level	Description	Indicators	What to do
1	<b>Heightened Alertness</b>	<ul style="list-style-type: none"> <li>• There are continuous provocations such as missile tests, nuclear tests and inflammatory rhetoric.</li> <li>• This is the default alert level in South Korea. Because of the absence of a lasting peace agreement between North and South Korea, threat is present but danger is not always imminent.</li> </ul>	<ul style="list-style-type: none"> <li>• Remain calm but be vigilant of the developments in the area.</li> <li>• Exercise caution and monitor announcements from the Embassy and the Korean Government.</li> </ul>
2	<b>Restriction of Movement</b>	<ul style="list-style-type: none"> <li>• There is North and South Korean troop build-up along borders.</li> <li>• Other embassies and international organizations based in Seoul are issuing advisories and warnings restricting travel to certain locations.</li> <li>• The Ministry of Public Safety and Security are frequently issuing advisories on civilian safety procedures.</li> <li>• There may be more military encounters in isolated places most likely along the North and South Korea border.</li> </ul>	<ul style="list-style-type: none"> <li>• Minimize movement and avoid going to places of potential conflict.</li> <li>• Follow the instructions of the police or civil defense force in your area.</li> <li>• Prepare for possible evacuation to local shelters in the area.</li> <li>• Get ready with the Survival Kit (Grab Bag).</li> <li>• Contact the Filipino area coordinator.</li> <li>• Go to the local shelters if directed by the local police or civil defense forces in the area.</li> </ul>
3	<b>Voluntary Repatriation</b>	<ul style="list-style-type: none"> <li>• There are more military encounters in places along the North and South Korea border.</li> <li>• The Korean Government has issued evacuation instructions for areas along the North and South Korea border.</li> <li>• Deployment and arrival of more US military defense personnel to South Korea, deployment of air and naval crafts to South Korea and possibly Japan.</li> </ul>	<ul style="list-style-type: none"> <li>• The Embassy declares Alert Level No. 3 and advises Filipinos to leave South Korea voluntarily.</li> <li>• Filipinos who have the means and valid travel documents (passport) may leave South Korea on their own.</li> <li>• The Philippine Government will decide at the proper time whether to bear the cost of plane or ship ticket for those Filipinos who do not have the means.</li> <li>• Filipinos should take with them their individual Survival Kits (Grab Bags).</li> </ul>

Alert Level	Description	Indicators	What to do
		<ul style="list-style-type: none"> <li>• There is heavier North and South Korean troop build-up along borders.</li> <li>• Other embassies and international organizations based in Seoul have issued advisories and warnings to dissuade travel to South Korea.</li> </ul>	
4	<b>Mandatory Evacuation</b>	<ul style="list-style-type: none"> <li>• Larger scale military conflict is imminent.</li> <li>• Other Embassies are preparing their nationals for mass evacuation out of South Korea.</li> <li>• A critical determinant in the order of mandatory evacuation is South Korea's declaration of a national emergency. Civilian factories are expected to halt operations with the subsequent conscription of able-bodied males.</li> </ul>	<ul style="list-style-type: none"> <li>• Upon declaration by the Philippine Government of mandatory evacuation, Filipinos should move southwards towards the designated exit points: <ol style="list-style-type: none"> <li>1. Cheongju</li> <li>2. Gwangju</li> <li>3. Daegu</li> <li>4. Mokpo</li> <li>5. Busan</li> <li>6. Pyeongtaek</li> </ol> </li> <li>• Filipinos should take with them their individual Survival Kits</li> </ul>

### *Survival Kit (Emergency Grab Bag)*

A Grab Bag is a portable kit containing items for survival within 72 hours following the disaster. It is meant for evacuation survival rather than long-term survival.

This kit should be checked every 6 months taking into consideration the freshness and effectiveness of the items inside.

a. When, how to, and who should prepare an emergency grab bag?

1. Before a/another disaster strikes
2. It should be an easy-to-carry bag.
3. Preferably, each member of the family should have his/her own kit.
4. Children should be taught to prepare their own kits and trained how to act when disaster strikes.

b. What should be placed inside the emergency grab bag?

Water	• In clean, airtight containers
-------	---------------------------------

	<ul style="list-style-type: none"> <li>• 1 gallon (3.78 liters) per person/day (1 liter for drinking and 3 liters for washing)</li> <li>• Water purification supplies</li> </ul>
Food	<ul style="list-style-type: none"> <li>• Non-perishable</li> <li>• Protein/granola bars, dried fruit, crackers, cereals, easy-to-open canned goods</li> <li>• In case of hypoglycemia, canned juice or hard sweet candies</li> <li>• Should be sufficient for 3 days for the family</li> <li>• Disposable plates and utensils</li> </ul>
Emergency tools/gear	<ul style="list-style-type: none"> <li>• ID card for family members with special concerns. Indicate information and special circumstances of the person if any.</li> <li>• Maps for evacuation sites and routes</li> <li>• Whistle (preferably with compass)</li> <li>• Flashlight (Self-powered is preferred. If none, include extra batteries.)</li> <li>• Multi-purpose knife</li> <li>• Matches or lighter and candles (Warning: Do not use matches or candles until you are certain there are no gas leaks.)</li> <li>• AM radio transistor (self-powered. If none, include extra batteries.)</li> <li>• Glow sticks</li> <li>• Plastic sheeting or garbage bag</li> <li>• Heating blankets</li> <li>• Ropes (avoid nylon)</li> <li>• Sleeping bag</li> </ul>
Personal effect and hygiene kit	<ul style="list-style-type: none"> <li>• Extra clothing</li> <li>• Undergarments</li> <li>• Antibacterial soap</li> <li>• Toothbrushes and toothpaste</li> <li>• Hand towels</li> <li>• Comb/hair brush</li> <li>• Hand sanitizer or alcohol</li> <li>• Sanitary napkin</li> </ul>
Important documents and money	<ul style="list-style-type: none"> <li>• Must be inside a plastic envelope or the like</li> <li>• Money in the form of cash and loose change</li> <li>• Prepaid cards</li> <li>• Passport</li> <li>• Legal documents (Birth Certificates, marriage contract, insurance certificates, land titles, etc.)</li> <li>• Important information (Security insurance number, tax identification number, driver's license, passport number, bank account details, insurance policy, etc.)</li> <li>• Other documents as may be deemed important (academic credentials, vaccination records,</li> </ul>

	medical records etc.)
Special needs (of elderly, children, infant or sick member of the family)	<ul style="list-style-type: none"> <li>• Emergency medication</li> <li>• Prescription medication</li> <li>• Children's food.</li> </ul>
First aid kit	<ul style="list-style-type: none"> <li>• 1 Adhesive strips (Pk50)</li> <li>• 1 Hypo-Allergenic medical tape 1.25cmx9.1m</li> <li>• 1 Conforming Bandage 5cm</li> <li>• 1 Triangular Bandage 110cmx110cm</li> <li>• 1 Wound Dressing No. 15</li> <li>• 2 Swabs Antiseptic</li> <li>• 1 Tweezers metal 8cm</li> <li>• 1 disposable scissors</li> <li>• 1 Set of safety pins- assorted (pk12)</li> <li>• 1 resealable plastic bag- 100x180mm</li> <li>• 1 resealable plastic bag- 150x230mm</li> <li>• 1 First Aid Quick Reference Guide</li> </ul>

## OPERATIONALIZATION:

### ALERT LEVEL 3 – VOLUNTARY REPATRIATION

In the event of conflict, which is assumed to be conventional warfare, skirmishes will be concentrated in areas near the demilitarized zone (DMZ) on the North-South border. This will not yet necessitate mandatory evacuation of every Filipino resident throughout South Korea at the outset, but would entail voluntary repatriation of Filipino residents situated near the North-South border area who feel that their safety and security are at risk.

#### Phase I: Declaration of Alert Level 3 by the Philippine Embassy

The Philippine Embassy will declare Alert Level 3 when the security situation so warrants and urge Filipinos in affected areas to avail of voluntary repatriation.

#### *Information Dissemination:*

The information for voluntary repatriation will be cascaded to the affected Filipinos primarily through the following

- Email and text blast to the email address of the Area Coordinators as well as Filipino Community Organization leaders.
- Philippine Embassy website: [www.philembassy-seoul.com](http://www.philembassy-seoul.com)
- Facebook: <https://www.facebook.com/PhilippineEmbassySeoul/>

You will also advised to communicate with your Area Coordinators for important advisories and information.

Refer to the table below to know who your Area Coordinator is:

<b>City/Province</b>	<b>Area Coordinators</b>
<b>GYEONGGI PROVINCE</b>	
1. Ansan	1. Fr. Felixberto Perez, Jr. 2. Mr. Miguel Orel
2. Siheung	1. Mr. Richard Fegarido (Emmaus) 2. Ms. Melissa Park
3. Osan	1. Pastor Jones Galang 2. Ms. Maya Lee
4. Pyeongtaek	1. Ms. Evelyn Torres
5. Baran, Hwaseong	1. Fr. Jerry Malatamban
6. Suwon	1. Mr. Michael Versoza 2. Ms. Delganie Gilig 3. Ms. Glenda Montajes
7. Gwangju	1. Ms. Grace Tadili Park 2. Mr. Melvin Montero
8. Guri	1. Ms. Gerlie Codilla 2. Ms. Lilian Tariao 3. Ms. Ninfa Dugayo 4. Ms. Elvira Untalasco
9. Icheon	1. Ms. Carolina Ruiz
10. Paju City	1. Ms. Meann Hoe 2. Ptra. Rosemary Rapanut
11. Pocheon	1. Sr. Lucia Olalia
12. Uijeongbu	1. Fr. Jude Genovea 2. Ms. Myla Ellorando-Hong
13. Dongducheon	1. Ms. Carlita Helton
14. Namyangju	1. Ms. Marivic Kim 2. Mr. Alvin Mateo
15. Maseok/ Cheonmasan	1. Fr. Jude Genovea
16. Yangju	1. Ms. Virginita Baccol 2. Mr. Donald Abanto
17. Bucheon	1. Ms. Eula Tome-Montesa 2. Mr. Rene Medrano
18. Gimpo	1. Pastor Peter Teodosio
19. Incheon	1 Fr. Arvin Mosqueda 2. Ms. Fe Kim
<b>GANGWON PROVINCE</b>	
1. Gangneung	1. Mr. Glen Gutierrez
2. Donghae	1. Ms. Sheryll Guillermo 2. Ms. Karen Kim

<b>City/Province</b>	<b>Area Coordinators</b>
3. Samcheok	1. Ms. Rizalina Ogot
4. Sokcho	1. Ms. Imelda Eco
5. Yanggu	1. Ms. Felisa Sigwa
6. Yangyang	1. Ms. Jean Kwon
7. Yeongwol	1. Ms. Ruby Park
8. Wonju	1. Ms. Silveria Kim 2. Ms. Ida Camartin
9. Inje	1. Ms. Emma Concepcion
10. Jeongseon	1. Ms. Helen Babaran
11. Chuncheon	1. Ms. Helen Tapiador 2. Ms. Helen Papeleras 3. Ms. Melissa Micares
12. Taebaek	1. Ms. Marilyn Babaran
13. Pyeongchang	1. Ms. Leonor Quimzon
14. Hongcheon	1. Ms. Mailen Laudet Yun
15. Hoengseong	1. Ms. Adelfa Villadores
<b>CHUNCHEONGNAM PROVINCE</b>	
1. Buyeo	1. Ms. Areum Han
2. Cheonan	1. Mr. Jet Fajardo 2. Ms. Jolly Regacho
3. Daejeon	1. Pastor Eric Patinio 2. Ms. Ivy Eludio 3. Ms. Joy Aldave
4. Nonsan	1. Ms. Fatima Banlaygas 2. Ms. Evelyn Santos 3. Ms. Lulu Banares
<b>GYEONGSANGNAM PROVINCE</b>	
1. Busan	1. Danny Guerra 2. Ms. Myrna Barredo 3. Mr. Mario Ramirez
2. Gimhae	1. Ms. Maria Kim 2. Mr. Rinson Nepomuceno 3. Mr. Michael Sarmiento
3. Changwon	1. Ms. Estela Bachinicha 2. Ms. Cristita Bermudo 3. Ms. Amy Balgos 4. Ms. Ana Sumayod
4. Masan	1. Ms. Flora Kim
5. Ulsan	1. Ms. Hermie Albao
6. Geoje	1. Mr. Willy Castro 2. Ms. Ma. Elena Famor

City/Province	Area Coordinators
GYEONGSANGBUK PROVINCE	
1. Gumi	1. Mrs. Peti Turingan
2. Daegu	1. Ms. Irene Kim 2. Ms. Alice Cho 3. Lito Amit
JEOLLANAM PROVINCE	
1. Gwangju	1. Ms. Juliet Laxamana 2. Ms. Sheryl Diaz 3. Ms. Isabel Lee 4. Ms. Annalisa Buhay
2. Mokpo	1. Ms. Sonia Ramos Kim 2. Ms. Jean Hebron 3. Pstr. Eric Patricio
3. Haenam	1. Ms. Marlyn Tumala 2. Ms. Virgie Generalao
4. Jeju	1. Ms. JingTadle 2. Ms. Maritess Gaddi
5. Muan	1. Ms. Pearlie Boholst
JEOLLABUK PROVINCE	
1. Gunsan	1. Mr. Chris Castillon
2. Gimje	1. Ms. Lucy Salcedo
3. Jeonju	1. Ms. Leonida Rivera 2. Ms. Lydia Gania
SEOUL	
1. Seoul	1. Fr. Alfredo Africa 2. Sr. Lita Andaya 3. Arch. Igbert Dumpit 4. Pastor Benny Balawis

*Movement from conflict areas to Seoul:*

At the outbreak of conflict along the North-South border, Filipino nationals in affected areas will be urged to immediately move towards Seoul or further South. As conflict for this particular Alert Level is expected to be concentrated along the provinces that border the demilitarized zone, it is presumed that public transportation toward the south is still available.

It must be noted though that during a conflict, some roads may be restricted, so you should be prepared to walk, cycle or find alternate means of transportation, including



buses provided by Korean civil defense forces. The Embassy may not be able to provide transportation for you during Voluntary Repatriation.

### *Seeking Shelter:*

In case of aerial bombardment and artillery fire, both friendly and hostile, you should first seek a safe place as protection. There are 25,724 shelters in the ROK, of which 3,919 shelters are located in Seoul alone. The density is such that an evacuation shelter can be easily reached within 5-10 minutes and can accommodate more than 20 million people. The emergency shelters, which carry the standard red sign “대피소” (reads “daepiso” which is “shelter” in Korean), are largely tunnels, subway stations, and basements of buildings.



*Figure 1: Emergency Shelter Sign (Daepiso)*

The Korean government provides a downloadable English-language version of its “Emergency Ready App” for smartphones and tablets in iOS and Android formats. The app is free and allows users to make emergency 119 calls quickly, locate the nearest emergency shelters, watch videos related to CPR, First Aid, and other useful information.



Figure 2: Emergency Ready App

## Phase II: Voluntary Repatriation

For Alert Level 3, the Philippine Embassy will book your flight if cost of repatriation is borne by the Philippine government. If not, you would have to pay for the cost of the ticket yourselves and inform the Embassy, either directly or through your respective Area Coordinators, that you are leaving South Korea voluntarily.

### *Registering with the Philippine Embassy (for Repatriation):*

If you would want to be repatriated back to the Philippines, you may go to the Embassy to seek assistance in booking of flights and/or issuance of Travel Documents.

#### Procedure:

- Upon arrival at the Embassy, you will be met by one of the Embassy's consular assistants. Those in need of medical attention will be referred to a pre-identified medical facility.
- You will be asked to fill up the Embassy's registration form. Upon completion, assigned personnel will encode data in the Embassy's registration system.
- If you do not have a valid Philippine passport, consular assistant will process the issuance of a Travel Document. The Travel Document will be issued free of charge and will be valid for 30 days. An extension of the validity of the passport may also be considered.

If it is necessary to temporarily relocate you, the Embassy may also accommodate you at the Chancery pending your repatriation back to the Philippines. At this time, you will be expected to use the supplies inside your Grab Bag.

## **ALERT LEVEL 4 – MANDATORY EVACUATION**

### **Scenario 1: Conventional Warfare**

In the event of a full-scale conventional war, the mandatory evacuation of all Filipinos in South Korea will be undertaken.

The information for mandatory evacuation will be made known to you through available means of communication and through your Area Coordinators. However, if access to communication and mass media proves difficult, you should be alert and mindful of your surroundings, as well as listen to your local governments for further instructions.

In the event that Filipinos in the whole of South Korea need to be evacuated, the Embassy will activate the following General Concept of Evacuation:

#### Phase I: Embassy declares Alert Level 4 for Mandatory Evacuation

The Philippine Embassy, upon the declaration of the South Korean Government of a national emergency, will declare the immediate mandatory evacuation of all Filipinos in the country.

#### Phase II: Move immediately towards exit points

For Filipinos who did not avail of Voluntary Repatriation during Alert Level 3, and when a full evacuation has been ordered, you will be instructed to move from where you are to the identified exit points. The principal exit points are:

1. Busan (Gimhae International Airport if by air or Busan Port, if by sea)
2. Mokpo (Port of Mokpo)
3. Kwangju (via Gwangju International Airport)
4. Daegu (via Daegu International Airport)
5. Cheongju (via Cheongju International Airport)
6. Pyeongtaek

It must be noted that in the event of a full-scale war, the Korean Government will declare Martial Law. Civilian movement, including access to and use of roads and communication, will be restricted and vehicles will be seized by the government. Thus, public transportation (trains and buses) may no longer be serviceable so you will have to use private vehicles to move towards the designated exit points.

It is also assumed that South Korea's major international airports near the border, namely Incheon (ICN) and Gimpo (GMP) International Airports, will be rendered unusable if military operations were to take place near the DMZ. You will be advised to move southwards, towards pre-identified exit points, away from conflict areas.

Should the main highways be unavailable for use, however, private vehicles may still use South Korea's vast network of interconnected roads.

However, during a conflict, it may not be possible to drive a private vehicle, you should be prepared to walk, cycle or find alternate means of transportation, including buses provided by Korean civil defense forces. The Philippine Embassy may not be able to provide transportation for you.

The map below will show the different exit points and the approximate distance from Seoul to these points:



**Distance from Seoul to Exit Points:**

1. Seoul to Pyeongtaek
  - Distance: 64.9 kilometers or approximately 45 minutes
2. Seoul to Cheongju
  - Distance: 112 kilometers or approximately 1 hour and 15 minutes
3. Seoul to Daegu
  - Distance: 238 kilometers or approximately 2 hours and 30 minutes
4. Seoul to Gwangju
  - Distance: 268 kilometers or approximately 2 hours and 45 minutes
5. Seoul to Mokpo
  - Distance: 311 kilometers or approximately 3 hours and 15 minutes
6. Seoul to Busan
  - Distance: 325 kilometers or approximately 3 hours and 30 minutes

**Legend:**  
■ Exit point (via port)  
■ Exit point (via air)

**Seeking Shelter:**

At the outbreak of hostilities, you should first seek a safe place as protection from aerial bombardment and artillery fire, both friendly and hostile. There are 25,724 shelters in the ROK, of which 3,919 shelters are located in Seoul alone. The density is such that an evacuation shelter can be easily reached within 5-10 minutes and can accommodate more than 20 million people. The emergency shelters, which carry the standard red sign “대피소” (reads “daepiso” which means “shelter” in Korean), are largely tunnels, subway stations, and basements of buildings.

Those who sought refuge in shelters must wait until the Korean Government declares that it is safe to move.

**Phase III: Evacuation**

The Philippine Embassy will arrange for your necessary transport to the Philippines, or to a designated third destination prior to evacuation to the Philippines.

At each designated Exit Point, a team of Embassy personnel will be stationed to attend to your needs, including, but not limited to the following:

- Provide you with temporary shelter pending your evacuation
- Issue your travel documents or processing of the extension of your validity of your passport, if necessary
- Refer you to available medical facilities, if your medical condition warrants it
- Provide you important information such as security situation in the Korean Peninsula
- In case of deaths, the Embassy will also arrange repatriation arrangements

## **Scenario 2: Nuclear War**

In the event of a nuclear war, the mandatory evacuation of all Filipinos in South Korea will be undertaken immediately after the Korean Government has declared that it is safe for people to emerge from shelters. You will be advised to move southwards, towards pre-identified exit points, away from conflict areas.

In the event of a nuclear war, it is expected that all Filipinos in the whole of South Korea will be evacuated and the Embassy will activate the following General Concept of Evacuation:

### Phase I. Seek shelter

Aside from security indicators (or geopolitical warning signs), your first warnings of an imminent nuclear attack could be an alarm or a warning signal, if not the blast itself. Please note that a bright light from a detonation of a nuclear weapon can be seen tens of miles away from ground zero.

Upon initial attack, you will have about 10 to 15 seconds until the heat wave hits you and about 20 to 30 seconds until the shock wave does so you should take your Grab Bag and run directly to a shelter nearest you. It is advisable that you familiarize yourselves with the shelters nearest your homes and your places of work. The Korean Government's Emergency Ready App lists all the available shelters in South Korea.

If you can't find shelter, seek a low-lying area nearby and lay face down, exposing as little skin as possible.

You can also go indoors, if, and only if, you can be sure that the building will not suffer significant blast and heat damage. This will, at least, provide some protection against radiation. Whether this will be a viable option depends on the construction of the building and how close you will be to the likely ground zero of a nuclear strike. Stay well away from any windows, preferably in a room without one.

### Phase II: Declaration of Alert Level 4

The Philippine Embassy, for purposes of activating the Contingency Plan and execute the mandatory evacuation of all Filipinos in Korea, will declare Alert Level 4.

### Phase III: Move towards exit points

Under no circumstances should you leave the shelter in the first 48 hours. Remember that radiation exposure could cause death.

Once the Korean Government has declared it safe for you to come out of the shelter, you must immediately move towards the designated Exit Points.

Before coming out of the shelter, you must:

- Wear all clothing (hats, gloves, goggles, closed sleeve shirt, etc.), especially when outside to help prevent Beta burns.
- Decontaminate by shaking your clothes constantly and washing, with water, any exposed skin; settled residue will eventually cause burns.
- Treat radiation and thermal burns. Protect burns from further contamination and do not leave any wounds exposed. As non-adhesive burn dressings (and all other medical supplies) are likely to be in short supply, an expedient alternative is to use plastic wrap.

After a nuclear attack, it is assumed that transportation will be scarce, if not totally obliterated by the attack. Therefore, you should be prepared to walk, cycle or find alternate means of transportation to bring yourselves to the nearest Exit Point. The principal exit points are:

1. Busan (Gimhae International Airport if by air or Busan Port, if by sea)
2. Mokpo (Port of Mokpo)
3. Kwangju (via Gwangju International Airport)
4. Daegu (via Daegu International Airport)
5. Cheongju (via Cheongju International Airport)
6. Pyeongtaek

#### Phase IV: Evacuation

The Philippine Embassy will arrange for your immediate transport to the Philippines, or to a designated third destination prior to evacuation to the Philippines.

At each designated Exit Point, a team of Embassy personnel will be stationed to attend to your needs, including, but not limited to the following:

- Provide you with temporary shelter and other basic supplies pending your evacuation
- Issue your travel documents or processing of the extension of your validity of your passport, if necessary
- Refer you to available medical facilities to treat your radiation and thermal burns and radiation syndrome