



## **PROGRESS REPORT**

Updates on the Sendai Framework Voluntary Commitment

### **Honing Agents for National Disaster Awareness (HANDA) Program: Disaster Preparedness and Business Continuity Planning for MSMEs**

[https://sendaicommitments.undrr.org/commitments/20210420\\_002](https://sendaicommitments.undrr.org/commitments/20210420_002)

Institute for Small-Scale Industries  
University of the Philippines

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## **Background**

The Honing Agents for National Disaster Awareness (HANDA) Program is conducted by the University of the Philippines Institute for Small-Scale Industries (UP ISSI) to promote business continuity planning and disaster preparedness awareness among micro, small, and medium enterprises (MSMEs) in the Philippines. The program includes delivering awareness sessions, capacity-building training programs, and conducting research studies related to enterprise resilience, business continuity management, and business continuity planning.

Considering that the Filipino term “handa” means “prepare”, the HANDA Program aims to build a culture of preparedness by guiding MSME owners in developing their enterprise resilience roadmap and business continuity plans.

The program is aligned with the Sendai Framework’s call to integrate disaster risk management, including business continuity, into business models and practices through disaster-risk-informed investments, especially in MSMEs; engage in awareness-raising and training; engage in and support research and innovation; and share and disseminate knowledge and practices that promote business continuity planning and disaster risk management among MSMEs. It is also aligned with the following Sendai Priorities for Action: Priority 1 (Understanding disaster risk), Priority 2 (Investing in disaster risk reduction for resilience), and Priority 3 (Enhancing disaster preparedness for effective response, and to Build Back Better).

## **Summary Progress Update**

In 2020 and 2021, the research, capacity-building, and awareness-raising activities under the UP ISSI HANDA program focused on helping the Philippine MSME sector sustain their business and recover from the effects of the COVID-19 pandemic and the various other forms of disruptions including natural, human-induced, and technological disruptions, among others.

## **Achievements at a Glance**

The UP ISSI HANDA Program produced the following outputs in 2020 - 2021:

- 16 speaking engagements in awareness sessions (webinars, radio shows, and podcasts aimed at promoting awareness on resilience and business continuity planning among MSMEs);
- 10 publications;
- 5 oral presentations in local and international conferences; and
- 1 online capacity-building training program on disaster preparedness and business continuity planning for MSMEs (conducted via the Zoom platform and the UP ISSI's Virtual Learning Environment)

The HANDA Program resource speaker, Joanna Rose T. Laddaran, also received the Business Continuity Institute (BCI) APAC Awards under the category Continuity and Resilience Professional in the Public Sector in 2020 and 2021.

The section below provides details of the 2020 - 2021 accomplishments related to the UP ISSI HANDA Program.

### **Speaking Engagements in Awareness Sessions**

The HANDA Program Team delivered advocacy business continuity planning and enterprise resilience awareness sessions via the Zoom platform and Facebook Live through the UP ISSI's Communities of Practice for Entrepreneurship (COPE) Webinar Series, and in various webinars, online forum, radio show, and podcast conducted by partner institutions supporting MSMEs.

These activities include the following:

1. Saliksikhay 2020: Pagdiriwang ng Dangal at Kahusayan sa Saliksik, Malikhaing Gawa, at Ekstensiyon (conducted by the UP Diliman Office of the Vice Chancellor for Research and Development (OVCRD)) - "Honing Agents for National Disaster Awareness (HANDA) Program: Disaster Preparedness and Business Continuity Planning for MSMEs" (January 16, 2020)
2. UP ISSI Communities of Practice for Entrepreneurship (COPE) Webinar Series - "Addressing the Effects of the COVID-19 Pandemic on MSMEs: Insights for Policy Making" (July 15, 2020)

3. UP ISSI COPE Webinar - "HANDA: Promoting Business Continuity and the Culture of Preparedness among MSMEs" (July 29, 2020)
4. MSME Resilience and Recovery after COVID-19: Public-Private Partnership on Advancing Learning among Enterprises towards Resilience and Transformation (ALERT Webinar) (conducted by the Department of Trade and Industry - Bureau of Small and Medium Enterprise Development (DTI-BSMED), ARISE Philippines, and the National Resilience Council (NRC)) - "Main Steps in Preparing a Business Continuity Plan for MSMEs" (August 15, 2020)
5. UP ISSI COPE Webinar - "E-HANDA Webinar Series: Promoting MSME Resilience for Sustainable Recovery Towards the Better Normal" (October 13 - 29, 2020)
6. Business Forum 2020: Business Resiliency Amidst the Challenges and Shocks of the New Normal (conducted by the local government of the City of Santiago, and DTI Isabela Provincial Office) - "When the Unexpected Happens: Business Continuity Planning for the Sustainable Recovery of MSMEs" (December 10, 2020)
7. Masterclass on Business Continuity for the Financial Services Industry (conducted by GlobemyBusiness, BCMAP, and AWS) - "Business Continuity and the Role of the Financial Services Industry" (April 16, 2021)
8. UP ISSI COPE Webinar - "Business Continuity Awareness Webinar: Building the resilience of our nation's MSMEs" (May 18, 2021)
9. DZUP 'Yun 'Yon Radio Program - "Pagtugon sa Kalamidad (discussion on the National Disaster Resilience Month and the Taal Volcano Eruption)" (July 8, 2021)
10. UP ISSI COPE Webinar - "Promoting Resilience of Philippine MSMEs" (July 30, 2021)
11. The BCI Podcast - "Episode 5: Saving MSMEs in the Philippines" (October 8, 2021)
12. UP ISSI COPE Webinar - "E-HANDA Webinar: Helping MSMEs Build Forward Better" (October 13, 2021)
13. 1st e-HANDA Course: Disaster Preparedness and Business Continuity Planning for MSMEs (October 19 - 21, 2021)
14. 14th Security Management International Virtual Summit: The Role of Security Professional's in Sustaining Business during the COVID-19 Pandemic (conducted by the Philippine Society for Industrial Security (PSIS) International and Asia Pacific Security Association (APSA) International - Philippine Chapter) - "Building MSME Resilience Towards a Safe and Sustainable Future" (November 25, 2021)
15. Business Forum 2021: Business Recovery and Growth Amidst the Continuous Challenge of the New Normal (conducted by the local government of the City of

- Santiago, and DTI Isabela Provincial Office) - “Refresh, Reboot, Restart: The Ultimate Guide to Business Recovery in the Midst of a Crisis” (December 6, 2021)
16. UP ISSI COPE Year-end Webinar - “Ugnayan at Pagsulong: Towards a Gender-Responsive and Resilient MSME Sector” (December 13, 2021)

## **Publications**

The UP ISSI Research Division developed ten (10) publications composed of survey reports, policy briefs, monograph, and infographics in 2020 - 2021:

1. Survey on the Effects of the COVID-18 Pandemic on Philippine MSMEs (May 2020)
2. Policy No. 2020 – 01: Addressing the Effects of the COVID-19 Pandemic on MSMEs: Insights of Policy Making (May 4, 2020)
3. Survey on Assessing Government Response for MSMEs In the Time of COVID-19 (October 2020)
4. Policy No. 2020 – 02: “*Tinimbang ngunit kulang*”: An Assessment of the Philippine Government’s COVID-19 Response for the MSME Sector (October 16, 2020)
5. Supporting MSMEs in Building Capacities for Business Continuity Management (shared to the participants of the UNIDO-GCNP Business Expert Group Discussions under the sub-theme on BCM facilitated by the BCGMAP and the UP ISSI) (*monograph* - October 20, 2020)
6. Impact of the COVID-19 Pandemic on Women in the Informal Economy in Quezon City (with funding support from the UP Center for Women’s and Gender Studies (UPCWGS)) (December 2021)
7. How Can We Help MSMEs Recover from the Effects of the COVID-19 Pandemic (*infographics* - May 2020)
8. Enterprise Emergency Kit Essentials for MSMEs (*infographics* - December 2021)
9. How to Gain Stakeholder Commitment to Business Continuity Planning (*infographics* - December 2021)
10. Business Continuity and Sustainable Recovery of MSMEs in the Philippines: Basis for Developing an Enterprise Resilience Program (with funding support from the UP Diliman OVCRD through its Outright Research Grant (December 2021)

## **Oral Presentations in Conferences**

The UP ISSI HANDA Program Team presented the results of its research studies among MSMEs in the following local and international conferences:

1. Business Continuity Summit 2020 - “Lessons Learned from Promoting Business Continuity Towards the Resilience and Sustainable Recovery of MSMEs in the Philippines” (November 19, 2020)
2. BCI World Horizons Conference 2021 - “Inclusivity in Business Continuity and Supply Chain Resilience: Lessons from Philippine MSMEs” (June 17, 2021)
3. Asia Risk & Resilience Conference 2021 - “Lessons Learned from Enterprises Dealing with Compound Disasters” (August 19, 2021)
4. UPCWGS Research Dissemination Forum - “Impact of COVID-19 on Women in the Informal Economy in Quezon City” (August 31, 2021)
5. International Conference on Philosophy of Education 2021 - “Impacts of the COVID-19 Pandemic on Women in the Informal Economy in Quezon City: Implications on the Education of their Children” (November 12, 2021)

## **Online Course on Disaster Preparedness and Business Continuity Planning for MSMEs**

In October 19 - 21, 2021, the UP ISSI conducted the online version of the HANDA Program entitled, “e-HANDA Course: Disaster Preparedness and Business Continuity Planning for MSMEs.” It was attended by a total of sixteen (16) MSMEs from the following sectors: farming, pharmacy, micro-finance, restaurant/café, leisure/resort, general merchandize, clothing, industrial control, and automobile repair services sector. The participants came from Regions I, IV-A, IV-B, V, XI, XII, and the National Capital Region.

The online course covered the following topics: Philippine Risk Profile, Occupational Safety and Health, Promoting Mental Resilience in the Workplace, Data Privacy & Protection for MSMEs, Cyber Security and Information Security, MSME Business Continuity and Recovery with specific reference to UNIDO Publications (2020), Overview of Business Continuity Management, Basic Elements of Business Continuity Planning, Cascading the Business Continuity Plan, and Gaining Stakeholder Commitment to BCP.

At the end of the course, the participants were able to present their initial business continuity plan, MSME BCP-at-a-Glance: Enterprise Resilience Roadmap, and their Commitment to Action.

The image is a promotional banner for the E-HANDA course. It features the logos of the University of the Philippines and the Institute for Small-Scale Industries (ISSI) in the top left corner. The main title is "E-HANDA Course: Disaster Preparedness and Business Continuity Planning for MSMEs". Below the title is a large graphic of the word "HANDA" where each letter is filled with a different disaster-related image: 'H' shows a person's hand, 'A' shows a cloudy sky, 'N' shows a dirt path, 'D' shows a fire, and 'A' shows palm trees. Below the graphic is the tagline "HONING AGENTS FOR NATIONAL DISASTER AWARENESS". At the bottom, the dates and times are listed: "19 - 21 October 2021 (8:00 AM - 5:00 PM)" and the platform: "via Zoom and the UP ISSI Virtual Learning Environment".

## **Strengthening Partnerships and Linkages**

The HANDA Program Team also continued to strengthen its collaboration and linkages among partners such as ARISE Philippines, UNIDO Philippines, Department of Trade and Industry, National Resilience Council, and the Business Continuity Managers Association of the Philippines (BCMAP), among others.