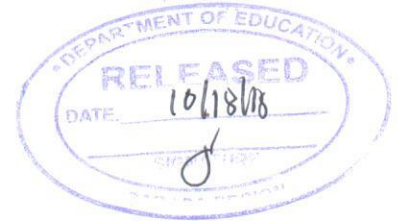




Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Caraga Region XIII  
 Butuan City



October 17, 2018



**REGIONAL MEMORANDUM**  
 No. 593 s., 2018

**2<sup>nd</sup> NATIONAL BI-MONTHLY MONITORING AND SCHOOL VISIT ON  
 DRRM IMPLEMENTATION**

To: **Schools Division Superintendents  
 DRRM Division Coordinators**  
 This Region

- All Schools Division Offices are hereby informed of the 2<sup>nd</sup> National Bi-Monthly DRRM Implementation Monitoring and School Visit-cum-4<sup>th</sup> Quarter DRRM Meeting on **November 7-9, 2018** in Surigao City and Surigao del Norte Divisions.
- Relative to this, all Division DRRM Coordinators are **REQUIRED** to attend the said activity as directed by the DRRMS-Central Office:

- |                          |   |                            |
|--------------------------|---|----------------------------|
| JAMEL I. SACAR           | - | Agusan del Norte Division  |
| CARLITO S. REYES         | - | Agusan Del Sur Division    |
| GILBERT E. CUBILLAS, JR. | - | Bayugan City Division      |
| MARIO L. LESIGUEZ        | - | Bislig City Division       |
| EDELIO B. MAKILING, JR.  | - | Butuan City Division       |
| JAPHETH K. SALAR         | - | Cabadbaran City Division   |
| REX E. ROJAS             | - | Dinagat Islands Division   |
| CATHERINE B. LANDAO      | - | Siargao Island Division    |
| JOHNMARK L. GORGONIO     | - | Surigao City Division      |
| GILDE M. ERAZO           | - | Surigao del Norte Division |
| RUFINO T. REYES          | - | Surigao del Sur Division   |
| MARLON L. BALANSAG       | - | Tandag City Division       |

- All participants are required to prepare a 10-minute PowerPoint Presentation of their Accomplishments and Catch-Up Plans highlighting the various capacity building activities conducted, fund utilized, policies adopted/localized, partnership and resources mobilized, DRRM plans approved, best practices initiated, issues/concerns resolved, etc.
- In addition to the requirements, each Division will also invite one (1) District or School DRRM Coordinator to join in the field monitoring. Preferably those schools needing further improvement or have challenges in DRRM implementation. The purpose is for them to benchmark on other school's best practices and be provided with the technical assistance.
- The tentative flow of the activity is as follows:

Date/Time	Activity	Persons responsible
<i>Day 1 (Nov. 7)</i>		
10:00am	AM: Arrival to the venue and courtesy call to Surigao City Division	Participants

2018-10-13695

12:00nn	Lunch break	Surigao City Division
1:00pm	Start of the meeting	Surigao City Division
5:00pm	Dinner/Accommodation	Surigao City Division
<i>Day 2 (Nov. 8)</i>		
7:00am	Breakfast	Surigao City Division
8:00am	Travel and Visit to 1 <sup>st</sup> school	Surigao City Division
12:00nn	Lunch Break	Surigao City Division
1:00pm	Travel and visit to 2 <sup>nd</sup> school	Surigao City Division
3:00pm	Travel and visit to 3 <sup>rd</sup> school	Surigao City Division
6:00pm	Dinner/Accommodation	Surigao del Norte Division
<i>Day 3 (Nov. 9)</i>		
7:00am	Breakfast	Surigao del Norte Division
8:00am	Travel and Visit to 1 <sup>st</sup> school	Surigao City Division
12:00nn	Lunch Break	Surigao City Division
1:00pm	Travel and visit to 2 <sup>nd</sup> school	Surigao City Division
3:00pm	Travel time/Home sweet home	

6. The host divisions (Surigao del Norte/Surigao City) will have to prepare for transportation/vehicle to ferry the participants back and forth from station to schools, respectively. The host divisions may opt to discuss the preparation and the division of expenses if necessary.

7. All expenses incurred by the host divisions shall be charged to DRRM Funds (SARO) for monitoring while the travel expenses, per diem and other expenses incurred by the participants shall be charged to their own allocation of the same purpose subject to the usual accounting and auditing rules and regulations.

8. Should there be any concerns, contact Ms. Megnon P. Beldad via mobile phone no. 0947-741-3624.

9. Immediate dissemination of and compliance with this memorandum are highly desired.

  
**FRANCIS CESAR B. BRINGAS, CESO V**  
 OIC-Regional Director 