



September 19, 2019



Regional Memorandum
No. 538, s. 2019

3RD QUARTER DRRM COORDINATORS' MEETING AND SCHOOL MONITORING

TO: SCHOOLS DIVISION SUPERINTENDENTS
This Region

1. Be informed that the 3rd Quarter meeting of the DRRM Coordinators and school monitoring is scheduled on **September 30-October 2, 2019** in Butuan City-Cabadbaran City Cluster. The technical staff from DepEd CO and the Regional Office will manage the meeting while the Division Hosts shall lead in the school visit.

2. Participants to these activities are the 12 Division DRRM Coordinators, namely:

Jamel I. Sacar	- Agusan del Norte
Carlito S. Reyes	- Agusan del Sur
Gilbert E. Cubillas, Jr.	- Bayugan City
Mario L. Lesiguez	- Bislig City Division
Emilio B. Makiling, Jr.	- Butuan City
Japheth K. Salar	- Cabadbaran City
Rex E. Rojas	- Dinagat Islands
Catherine B. Landao	- Siargao Island
Johnmark L. Gorgonio	- Surigao City
Gilde M. Erazo	- Surigao del Norte
Rufino T. Reyes	- Surigao del Sur
Marlon L. Balansag	- Tandag City

3. All the participants are expected to provide hard copies of their accomplishment reports for the quarter as well as prepare a slide presentation for the discussion in the meeting. Agenda of the meeting are as follows:

- a) National, regional and division updates on the quarterly plans and accomplishments
- b) Updates on the downloaded funds to the SDOs
- c) Follow-up on the accomplishment reports and plans per SDO per quarter
 - NSED
 - Contingency Plan
 - DRRM Plan
- d) Creation of division and school level DRRM Team
- e) Updates on the list of schools with functional Student-led DRRM Team
- f) Preparation for the PFA Training and CP Workshop
- g) Cap Build Needs Assessment
- h) Disaster Preparedness Capability Assessment (OCD)
- i) Other matters



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4. The Division Hosts shall identify the venue for the meeting and schools to be visited. The schedule of activities are as follows:

Date/time	Activity	Persons responsible
Sept. 30, 2019		
7:00-9:00am	Travel/arrival of participants	Host Division
9:01-12:00nn	Start of meeting	Regional DRRM Coordinator
12:01nn-1:00pm	Lunch Break	
1:01-5:00pm	Continuation of the meeting	
5:01-onwards	Dinner	Host Division
October 1, 2019		
7:00-8:00am	Breakfast	Host Division
8:01-12:00nn	School Visit (1 st School)	
12:01-1:00pm	Lunch Break	
1:01-5:00pm	School Visit (2 nd School)	
5:01-onwards	Dinner	
October 2, 2019		
7:00-8:00am	Breakfast	
8:01-12:00nn	School Visit (3 rd School)	Host Division
12:01-1:00pm	Lunch Break	
1:01-3:00pm	School Visit (4 th School)	Host Division
3:01-4:00pm	Exit Conference	DRRMS-CO Technical Staff
4:01-onwards	Homeward bound	

5. All expenses incurred by the host divisions shall be charged against their local funds while travel expenses and per diems incurred by the participants are charged against their own local sources subject to the usual accounting and auditing rules and regulation.
6. In addition, all participants are required to bring photocopies of their travel authorities, back-to-back copies of their PRC License (still valid) and original copies of their resumes for the CPD accreditation as resource speakers for the incoming trainings in the region.
7. For other details, contact the Regional Coordinator, Ms. Megnon P. Beldad, via mobile phone no. 0910-472-3654 or tel. landline no. (085) 342-8207 loc. 151.
8. for immediate dissemination and guidance.


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