



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

October 18, 2023

DIVISION MEMORANDUM

No. **543**, s. 2023

**CAPACITY BUILDING FOR DRRM DIVISION CORE TRAINERS VIS-À-VIS
FORMULATION OF THE DIVISION CONTINGENCY PLAN**

To: Assistant Schools Division Superintendents
Division Chiefs
Functional Unit Heads
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned

1. The DRRMS, as stipulated in its Charter, is tasked to: Empower the DepEd personnel, offices, schools and learners in ensuring safety and learning continuity; Institutionalize Disaster Risk Reduction and Management (DRRM), Climate Change Adaptation (CCA), and Education in Emergencies (EiE); Hence, this office initiates the Capacity Building for Disaster Risk Reduction Management (DRRM) Core Team of Trainers scheduled on **October 24 – 27, 2023 at Green Manor, Lazatin Blvd. CSFP** to formulate the Division Contingency Planning substantiating and updating DO. No. 83.s. 2011 titled Disaster Preparedness Measures for Schools and DO No. 2 s. 2015, titled Disaster Risk Reduction and Management Coordination and Information Protocol to safeguard learners, personnel, and educational investments in times of calamities and emergencies, and the measures to be taken by the schools' division to enable support for school-based measures.

2. As per Republic Act 10121 - Philippine DRRM Act of 2010, Contingency Planning is a management process that analyzes specific potential events or emerging situations that might threaten society or the environment and establishes arrangements in advance to enable timely, effective, and appropriate responses to such events and situations. Thus, the following objectives:
 - 2.1. Familiarize the what, why, who, when and how of Contingency Planning and develop Division Core Team of trainers for school-based training.
 - 2.2. Learn to accomplish the different planning templates that will ease the formulation of contingency plan.
 - 2.3. Come up with the preliminary draft of SDO Pampanga's contingency plan on a major hazard.



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

3. Enclosed is the List of Participants for the said activity who will serve as the DRRM Core Team of the schools' division.
4. Participants are expected to bring their respective laptops to work on the activities and workshops pertinent in the formulation of the division contingency plan.
5. For your information and compliance.

ROMEO M. ALIP, PhD CESO V
Schools Division Superintendent

000000022041





Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

**LIST OF DIVISION DRRM CORE TEAM AND PARTICIPANTS TO THE CAPACITY
BUILDING FOR DRRM DIVISION CORE TRAINERS VIS-À-VIS
FORMULATION OF THE DIVISION CONTINGENCY PLAN**

Name	Position
1. Romeo M. Alip, PhD CESO V	Schools Division Superintendent
2. Shirley B. Zipagan PhD, CESO VI	Asst. Schools Division Superintendent
3. Melissa S. Sanchez, PhD CESO VI	Asst. Schools Division Superintendent
4. Arceli S. Lopez, PhD	SGOD Chief
5. Celia R. Lacanlale, PhD	CID Chief
6. Jane P. Valencia, EdD	SGOD Supervisor
7. Robin B. Perez	Planning Officer
8. Jayson M. Santos	HRDD SEPS
9. Michelle B. Mejia	SMME SEPS
10. George Jose Maria C. Guilas	Research SEPS
11. Roderico B. Cayanan	SocMob SEPS
12. Paula Meneses	YFP Section PDO
13. Jay T. Diwa	Division Engineer
14. JB B. Manalang	Administrative Officer V
15. Dexter Pangilinan	HRMO
16. Remedios M. Bacani	Budget Officer V
17. Erwin M. Cruz	Accountant III
18. Atty. Arnold Adelo P. Obillos	Legal Officer III
19. John Paul B. Pallasigui	Information Tech Officer I
20. Dr. Gener B. Apostol	Medical Officer III



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

21. Teresita Maria Rosario L. Bautista	Dentist II
22. Ponciana B. Lenon	Nurse
23. Ruby M. Jimenez PhD	LRMDS Supervisor
24. Cherry G. Vinluan, EdD	Filipino Supervisor
25. Anna Liza I. Pineda	PSDS- East Sector
26. Raquel R. yuzon	PSDS – West Sector
27. Emily R. Maninang	PSDS – North Sector
28. Juliet Sagum	PSDS – South Sector
29. Kristin Marie U. Santos	EPS-II HRDD
30. Dorotea B. Soliman	EPS II – SocMob
31. Sharon M. Catangal	Administrative Officer IV
31. Geraldine Zamar	Administrative Aide VI
32. Dave Ponce	Administrative Officer II
33. Marikit Larin	Administrative Officer IV
34. Janet Marcelo	Administrative Officer V
35. Ruel Bondoc	ALS Supervisor
36. Agnes Calma	HT-III _ QATAME – Malino HS
37. Rowena Gonzales	P1-QATAME-Sto Tomas ES

Encl.: As stated