Division Memorandum No. 323 s. 2015

TO : ALL DIVISION OFFICE DISASTER ACTION TEAM LEADERS, ASSISTANT LEADERS AND MEMBERS

This Division

FROM : DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT : DIVISION OFFICE DISASTER ACTION TEAM ORIENTATION

DATE : June 28, 2016

1. The occurrence of fortuitous events such as earthquake and fire made the government recognize the value of setting aside a designated period for people to focus their attention on the need to prepare for disasters.

2. The only way to counter the rage of these disasters and to strengthen the composite team is to prepare and have a thorough knowledge on measures that could help deter further loss of life.

3. In line with these, there will be an orientation on the roles and responsibilities of each personnel as part of the Division Action Team.

4. The schedule for the orientation will be as follows:

   a. Rescue Team - July 4, 2016, 4:00-5:00 PM
   b. Communication Team - July 5, 2016, 4:00-5:00 PM
   c. Damage Control/Building Team - July 6, 2016, 4:00-5:00 PM
   d. Medical Team - July 7, 2016, 4:00-5:00 PM
   e. Fire Fighting Team - July 8, 2016, 4:00-5:00 PM
   f. Salvage Team - July 11, 2016, 4:00-5:00 PM
   g. Security and Traffic Team - July 12, 2016, 4:00-5:00 PM

5. Attendance to the abovementioned schedules of orientation is a MUST.

6. Please see attached diagram of the Division Action Team, for your reference.

6. For immediate dissemination and compliance.
DIVISION OFFICE DISASTER ACTION TEAM

DEE D. SILVA, DPA, CESO VI
Team Leader/Incident Commander

SARAH GRETCHEN A. ADEVA
Assistant Team Leader/Assistant Incident Commander

RESCUE TEAM
Leader: Francis Jude Alcomendras
Assistant Leader: Airon Alejandro
Members:
1. Guy Mara-asin
2. Vincent Zambrad
3. Noreliza Misal
4. Eppie Grace Presto
5. Ricardo Vendiola
6. Waben Dimsoy
7. Maria Fe Burgos

COMMUNICATION TEAM
Leader: Emmanuel P. Hugo
Assistant Leader: Anamerthyl I. Regala
Members:
1. Beverly Daugdaug
2. Maria C. Jadol
3. Myhrra Faye L. Bontia
4. Helen Payapaya
5. Rosario Diamante
6. Alnie Fe Ymalay

DAMAGE CONTROL/BUILDING SAFETY TEAM
Leader: Helen Franconas
Assistant Leader: Vicente Laburada
Members:
1. Janice Baritua
2. Sollie Javier
3. Juvy Comoingking
4. Gerwin Ryan L. Rabaya
5. Danilo Ebol, Jr.
6. Ida I. Juezan

MEDICAL TEAM
Leader: Hazel Marie L. Escabillas
Assistant Leader: Daissy Jane P. Sanoy
Members:
1. Jake Lloyd Vencio
2. Ysrael Miro
3. Reyzen O. Monserate
4. Aleli Chiong
5. Catherine Burgos
6. Genie Pius

SECURITY AND TRAFFIC TEAM
Leader: Villamor, Renie
Assistant Leader: Remigio A. Campomayor
Members:
1. Bernard D. Rebueno
2. Romeo Jairal

FIRE FIGHTING TEAM
Leader: Valeriano Delos Reyes
Assistant Leader: Albert Espino
Members:
1. Ronald B. Dedace
2. Heidi Escalona
3. Mirasol Rosalita
4. Manne James Ortiz
5. Joan Niones

SALVAGE TEAM
Leader: Marcelino Ranollo, Jr.
Assistant Leader: Stephen Pascual
Members:
1. Xavier Fuentes
2. Myleen Robinos
3. Luzminda Jasmin
4. Renante Pantonal
5. Marisipe Onggo

Prepared by:
SARAH GRETCHEN A. ADEVA
Project Development Officer II

Reviewed by:
EMMANUEL P. HUGO
Chief, School Governance and Operations Division

Approved by:
DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent