DIVISION MEMORANDUM
No. 914, series of 2018

COMPOSITION AND FUNCTIONS OF THE DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) PRIMER TECHNICAL WORKING GROUP (TWG)

TO: Division Chiefs
Public Schools District Supervisors
Division DRRM Coordinator
Concerned School Heads
Concerned School DRRM Coordinators

1. In reference to our Division Education Development Plan (DEDP) and in consideration to the implementation of Project DORA (Disasters Optimal Resiliency and Awareness), the following names listed below are the Disaster Risk Reduction and Management (DRRM) Primer Technical Working Group (TWG):

<table>
<thead>
<tr>
<th>Name</th>
<th>Designation</th>
<th>School/Office</th>
<th>Function</th>
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</thead>
</table>
| Reyzen O. Monserate| PDO II-DRRM | Division Office    | -Act as the focal person
-Initiate collaborative meetings with the TWG
-Finalize the DRRM Primer |
| Jupaloyd S. Arellano| Teacher I  | Ruparan ES         | -Act as the Lay-out artist
-Gather and present different designs for the DRRM Primer |
| Ronald K. Gualberto| Teacher I  | DICNHS-Aplaya HS Annex | -Act as writer
-Gather DRRM information
-Coordinate with the focal person |
| Norma S. Baron     | Teacher I   | San Miguel ES      | -Act as writer
-Gather DRRM information
-Coordinate with the focal person |
| Shyrell Mae O. Wamakulasuriya| Teacher II | Dawis ES         | -Act as writer
-Gather DRRM information
-Coordinate with the focal person |
| Nedymar D. Andrade | Teacher III | Cogon ES           | -Act as writer
-Gather DRRM information
-Coordinate with the focal person |

Ends:
References: As stated
To be indicated in the Perpetual Index under the following subjects:
GOVERNANCE DRRM DRRM TWG

ROM: Composition and Functions of the DRRM Primer TWG
66 August 2018
7. Ana R. Landero  
   Teacher III  
   Pedro S. Garcia ES  
   -Act as writer  
   -Gather DRRM information  
   -Coordinate with the focal person

8. Jaimal Abidin P. Ismael  
   Teacher I  
   Badiang ES  
   -Act as writer  
   -Gather DRRM information  
   -Coordinate with the focal person

2. This designation takes effect upon receipt hereof until revoked or rescinded for a just cause.

3. For information, guidance, and compliance.

WINNIE E. BATTOON, EdD  
Office-In-Charge  
Office of the Schools Division Superintendent

References: As stated  
To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE  DRRM  DRRM TWG

ROM: Composition and Functions of the DRRM Primer TWG  
06 August 2018

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