



Office of the City Schools
Division Superintendent

Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



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September 13, 2019

DIVISION MEMORANDUM

No. 753, series of 2019

**MID-YEAR CONFERENCE WITH SCHOOL DISASTER RISK REDUCTION AND
MANAGEMENT COORDINATORS CUM PLANNING WORKSHOP**

TO: Chief Education Supervisors (CID&SGOD)
Public Schools District Supervisors
Elementary, Secondary and Senior High School Heads
Division DRRM Coordinator
School Disaster Risk Reduction and Management Coordinators

1. Pursuant to DepEd Order No. 21, s.2005 entitled "Disaster Risk Reduction and Management Coordination and Information Management Protocol", the Division Offices and Regional Offices and coordinators are mandated to establish system of coordination and information management and provide guidance to schools and DRRM coordinators on their respective roles and functions relative to DRRM implementation.

2. In line with this, the field is hereby informed that there will be a Mid-Year Conference and planning workshop for all School DRRM Coordinators on **September 23, 2019 from 12:00 PM to 5:00 PM**. Venue will be announced later.

3. Important matters will be discussed about future trainings, updates, accomplishments, review of DepEd issuances relative to Disaster Risk Reduction and Management and workshop on 2020 DRRM School Action Plan. Thus, your attendance is a must.

4. Participants are required to bring laptop and extension wire to be used during the workshop.

5. Meal (Lunch) and snacks shall be charged to DRRM Downloaded Funds while travel expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

6. For your information and compliance.

FOR AND IN THE ABSENCE OF:

WINNIE E. BATON, EdD

Officer-In-Charge

Office of the Schools Division Superintendent

Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D.
OFFICER-IN-CHARGE
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

Encls:

References: As stated

To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE DRRM CONFERENCE & PLANNING WORKSHOP

ROM: Mid-Year Conference with School DRRM Coordinators cum Planning Workshop
13 September, 2019

DepEd Schools Division Office - Digos City
RECORDS SECTION

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BY: *[Signature]*