



September 28, 2014

Division Memorandum
No 223 s. 2014

Memorandum To:

Dr. Horace Amelia Nacua	Mrs. Aileen Dabon	Mrs. Cydel Balmores
Dr. Nilda Mejos	Dr. Edna Albaran	Mrs. Severa Go
Mrs. Merly B. Mabilin	Mr. Reynaldo V. Magan	Mr. Rudy O. Magdugo
Mr. Nestor U. Lofranco	Mrs. Mary Ann Magdale	Mr. Wenie Nacasabog
Mr. Hermis Salom	Mrs. Pamfela Zarate	Mr. Gerry G. Fabria
Dr. Roie M. Ubayubay	Mr. Pamfilo Picot	Mr. Ric Gabe
Mrs. Daylinda Vequezo	Mr. Celieto Magsayo	Dr. Eva Enthusiasmo
	Mr. Ricardo D. Bongcas	

From: **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
Schools Division Superintendent

Subject: Division Training of Trainers for Disaster Risk Reduction Management Assessment and Planning Workshop

The Department of Education, Misamis Oriental Division, through the Division Disaster Risk Reduction Management (DDRRMO) is strengthening its capacity building efforts for school heads to ensure the protection of learners, teaching and non-teaching personnel, continue basic education delivery even during disasters, and contribute to community resilience. Equipping school officials with skills in dealing hazards and disasters is one of DDRRMO's major concern.

In view of this, the DDRRMO is conducting a Division Training of Trainers for Disaster Risk Reduction Management Assessment and Planning Workshop to establish appropriate DRRM programs and activities based on the assessed vulnerabilities. This training is a live-in training on October 9,10, 2014 at Basamangas, Jasaan, Misamis Oriental.

Specifically, the workshop aims to :

1. Provide basic knowledge and understanding on DRRM concepts, guiding principles, policies and programs relevant to DepEd;
2. Establish the roles of DDRMO and DRRM focal persons;
3. Understand the various risk that could affect school operations;
4. Identify priority areas for DRRM interventions and draft a division DRRM plan

A registration fee of One thousand three hundred pesos (P1,300.00) from each participant to cover food, accommodation, DVD for handouts, and other incidental expenses shall be charged to **School MOOE**. **Transportation expenses** shall also be charged to **School MOOE** subject to the usual accounting and auditing, rules, and regulations.

Committees and training matrix and list of participants are enclosed in this memorandum.

For your information and compliance.

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Division Training of Trainers for Disaster Risk Reduction Management Assessment and
Planning Workshop
October 9,10, 2014 at Basamangas, Jasaan, Misamis Oriental

Technical Working Group

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

JEAN G. VELOSO
Assistant Schools Division Superintendent

Planning Committee:

Chair: Virginia A. Buana
Co-chair: Rhodora L. Gallares, Rudy Magdugo & Edwin Gamorot

Members:

Edwin G. Gamorot, Erlinda G. Dael, Ferminia Labis
Meylinda M. Paceaño, Maria Teresa M. Absin, Johnny D. Redondo, Grace V. Gallana
Norberto E. Rosales

a. Finance, Food, Venue and Accommodation:

Chair: Mary Grace V. Gallana
Members: Johnny D. Redondo
Norberto E. Rosales
Meylinda M. Paceaño

b. Training Design, Memorandum and Matrix (preparation, posting and distribution):

Chair: Rhodora Lanza-Gallares
Members: Maria Teresa M. Absin
Andrew Heroe R. Janubas

c. Program preparation and distribution, Registration and Attendance sheet preparation:

Chair: Maria Teresa M. Absin
Members: Grace V. Gallana
Johnny D. Redondo

d. Preparation of tarpaulin, technical and power point presentation in-charge/:

Chair: Rudy O. Magdugo
Member: Andrew Heroe R. Janubas

e. Invitation/ Certificates :

Chair: Erlinda G. Dael
Member: Ferminia Labis
Andrew Heroe R. Janubas

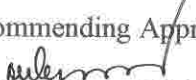
Division Training of Trainers for Disaster Risk Reduction Management Assessment and
Planning Workshop
October 9,10, 2014 at Basamangas, Jasaan, Misamis Oriental

Matrix of Activities

Day/Time	Activity/Topic	Resource Speaker
Day One (October 9,2014)		
7:00 -8:00	Arrival/ Registration	Secretariat
8:00 -8:30	Opening Program	
8:30 -9:00	Leveling of expectation	Mr. Magdugo
9:00 -10:00	Legal Framework of DRRM in Education	Mr. Magdugo
10:00 -11:00	DepEd Strategy	Mr. Jan Mingo
11:00-12:00	Roles of DRRM office and DRRM focal persons	Mr. Jan Mingo
12:00 -1:00pm	Lunch Break	
1:00 - 2:00	Protocols: Coordination and Information Management	
2:00 – 3:00	CSS Mapping	Mr. Magdugo
3:00 – 4:30	Risk Identification and Assessment	
4:30 -5:30	Planning (Lecture)	
Day 2 (October 10,2014)		
8:00 -10:00	Planning (Workshop)	Mr. Magdugo
10:00 - 11:00	Closing Program	Assigned group
11:00 - 12:00	Lunch Break	

Prepared by:

RUDY O. MAGDUGO
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Recommending Approval:

VIRGINIA A. BUANA
Chief-Designate, School ,Governance & Operation Division

Approved:
CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent