



Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. **352**, s. 2024

ORIENTATION TRAINING OF THE NEW SCHOOL DISASTER RISK AND REDUCTION MANAGEMENT (DRRM) COORDINATORS

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 All Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to DepEd Order No. 37, s. 2015 titled “The Comprehensive Disaster Risk Reduction and Management (DRRM) in Education Framework”, the Schools Division Office of Vigan City will conduct the Orientation Training of the New School Disaster Risk Reduction and Management (DRRM) Coordinators on October 29, 2024, 8:00 am – 5:00 p.m. at the SDO Conference Hall.
2. The objectives of this training are to: a) provide understanding on the DepEd Order No. 37, s. 2015; b) familiarize the different functions and responsibilities of DRRM Coordinators; c) capacitate the coordinators in managing and handling data and reports in DRRM; d) orient the coordinators on Rapid Assessment of Damages Report (RADaR) and offline RADaR; e) Risk Assessment and Hazard Mapping including Student-led School Watching; and f) Hands-on Sampling and usage of protective gears.
3. The official participants to this activity are the Program Management Team, designated School DRRM Coordinators and selected alternate focal persons (see Annex A).
4. The meals and snacks of participants and other expenses incurred during the conduct of the activity (such as but not limited to token and board and lodging of resource speaker), shall be charged to the DRRM Program Support Fund (Sub-ARO No. ROI-24-00976), subject to the usual accounting and auditing rules and regulations.
5. Attached is the Program of Activities for reference (see Annex B).
6. This memorandum shall serve as the locator slip of the participants
7. For information and compliance of all concerned.

VILMA D. EDA, CESO V
 Schools Division Superintendent

Encl.: As stated
 Reference: DepEd Order No. 037, s. 2015
 To be indicated in the Perpetual Index under the following subjects:
 DRRM PROGRAMS TRAININGS

SGOD-DRRM/ahem/DM-Orientation Training of the New School Disaster Risk And Reduction Management (DRRM) Coordinators
 2024-004/October 21, 2024



Address: Mena Crisologo St. corner Rivero St., Bldg. IX, Vigan City, Ilocos Sur
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ANNEX A

PROGRAM MANAGEMENT TEAM

| NAME | POSITION | FUNCTION |
|----------------------------|---|--|
| Vilma D. Eda, CESO V | Schools Division Superintendent | Consultant |
| Annie D. Pagdilao | Assistant Schools Division Superintendent | Consultant |
| Rodrigo Q. Reyes | Chief Education Supervisor | Assistant Consultant |
| Atty. Kim R. Tagorda | Administrative Officer V | Assistant Consultant |
| Susiemar Rapisura | Education Program Supervisor-SGOD | Assistant Consultant |
| Aphrodite Hope E. Martinez | Project Development Officer II – DRRM | Program Manager Program Facilitator |
| Kristyl Claire Obaldo | Engineer | Learning Service Provider |
| Laurie Angela M. Agati | Nurse II | Secretariat/Documenter |
| Grace Castañeda | Principal II | QAME |
| Maria Korynne Taborda | Nurse II | Welfare Officer |

LIST OF PARTICIPANTS

| No. | School | School DRRM Coordinator / Alternate Coordinator |
|------------|--|--|
| 1 | AYUSAN PAOA ELEMENTARY SCHOOL | GLOIDA D. RECLUSADO |
| 3 | BURGOS MEMORIAL SCHOOL EAST | LEALYN E. MARTINEZ |
| 4 | BURGOS MEMORIAL SCHOOL WEST | LEILA C. PACPACO |
| 5 | CAPANGPANGAN ELEMENTARY SCHOOL | MARK LINN T. RICOTOSO |
| 6 | GOVERNOR EVARISTO SINGSON II MEMORIAL SCHOOL | MA. CRISTINA EMELY P. RAMOS |
| 7 | JOSE SINGSON ELEMENTARY SCHOOL | JANNE ARMIE D. ADRIATICO |
| 8 | MINDORO ELEMENTARY SCHOOL | ANALYN ROSE S. AZADA |
| 9 | NAGSANGALAN ELEMENTARY SCHOOL | REGINAL A. QUARIO |
| 10 | PANTAY INTEGRATED SCHOOL | KRYSTEL ELAINE MARIE U. CATURA |
| 11 | RAOIS ELEMENTARY SCHOOL | ERIC A. BILGERA |
| 12 | RUGSUANAN-PUROC ELEMENTARY SCHOL | CHARMAINE ALINIO |



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| | | |
|----|---|----------------------------|
| 13 | SALINDEG, PONG-OL, BARACCA ELEMENTARY SCHOOL | JESSICA D. RIGOS |
| 14 | SAN JULIAN ELEMENTARY SCHOOL | DENNIS AGUIMBAG |
| 15 | TAMAG ELEMENTARY SCHOOL | ALMA INAMORATA A. NEBAB |
| 16 | VIGAN CENTRAL SCHOOL | KAREN A. CERENO |
| 17 | ILOCOS SUR NATIONAL HIGH SCHOOL | DEUS JOHN Q. MOLINA |
| 18 | VIGAN NATIONAL HIGH SCHOOL EAST | ALEXANDER A. PAJO |
| 19 | VIGAN NATIONAL HIGH SCHOOL WEST | SHEILA GENEVEVE P. ANCHETA |
| 20 | CAPANGPANGAN ELEMENTARY SCHOOL | KATRINE ANNE R. ARCE |
| 21 | VIGAN NATIONAL HIGH SCHOOL EAST | JOMAR A. SAEM |
| 22 | VIGAN NATIONAL HIGH SCHOOL WEST | JANINE AUSTINE O. RAFANAN |
| 23 | ILOCOS SUR NATIONAL HIGH SCHOOL | MARC CHRISTOPHER BRAVO |
| 24 | ILOCOS SUR NATIONAL HIGH SCHOOL | FAYE ANGELIQUE B. TABBOGA |
| 25 | ILOCOS SUR NATIONAL HIGH SCHOOL | MARIA SUSANA B. ALLAGADAN |



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ANNEX B

PROGRAM OF ACTIVITIES

Orientation Training of the New School Disaster Risk Reduction and Management (DRRM) Coordinators
 SDO Vigan City Conference Hall
 October 29, 2024

| Time | Activities | Person Responsible | Method |
|------------------|--|---|---------------------|
| October 29, 2024 | | | |
| 7:30AM – 8:00AM | Registration | Secretariat | |
| 8:00AM-8:30AM | OPENING PROGRAM | | |
| | Philippine National Anthem | | AVP |
| | Interfaith Prayer | | AVP |
| | Acknowledgment of Participants | Secretariat | |
| | Welcome Remarks | Annie D. Pagdilao, CESO VI Asst. Schools Division Superintendent | |
| | Training Paradigm | Aphrodite Hope E. Martinez PDO II - DRRM | |
| | Message | Vilma D. Eda, CESO V Schools Division Superintendent | |
| 8:31AM – 8:36 AM | Administration of Pre-Test | Secretariat | |
| 8:37AM – 10:00AM | Overview on “The Comprehensive Disaster Risk Reduction and Management (DRRM) in Education Framework” (DepEd Order No. 37, s. 2015); and Roles and Responsibilities of DRRM Coordinators (KRA’s) | Jose Ritchie Perez, PDO II, Regional DRRM, Coordinator | Interactive lecture |
| 10:01AM-10:15AM | Health Break | | |



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|-----------------|---|--|--|
| 10:16AM-12:00NN | Reporting and Data Management; Orientation on Rapid Assessment of Damages Report (RADaR); Offline RADaR | Jose Ritchie Perez, PDO II, Regional DRRM, Coordinator | Interactive lecture |
| 12:01PM-1:00PM | Lunch Break | | |
| 1:01PM-1:10PM | MOL | Facilitator | |
| 1:11PM-3:00PM | Risk Assessment and Hazard Mapping; Introduction to Student-led School Watching | Jose Ritchie Perez, PDO II, Regional DRRM, Coordinator | Interactive lecture |
| 3:01PM-3:15PM | Health Break | | |
| 3:16PM-4:00PM | Hands-On Sampling and Usage of Protective Gear Other Matters | Aphrodite Hope E. Martinez, PDO II, DRRM School DRRM Coordinators | Interactive presentation through sharing and demonstration |
| 4:01PM-4:10PM | Administration of Post – Test | Secretariat | |
| 4:11PM-4:40PM | DPRP Fund Status Update (Division & School); Open Forum | Aphrodite Hope E. Martinez, PDO II, DRRM Kristyl Claire Obaldo, Division Engineer | Reporting Question and Answer |
| 4:41 PM-4:45 PM | Post Evaluation | QAME Associate | Online evaluation |
| 4:46PM-5:00PM | Closing and Ways Forward | Rodrigo Q. Reyes, Jr. CES-SGOD | |

Prepared by:

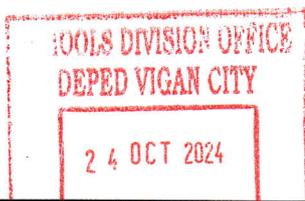
Aphrodite
APHRODITE HOPE E. MARTINEZ
 Project Development Officer II
 DRRM

Noted:

Rodrigo Q. Reyes Jr.
RODRIGO Q. REYES JR.
 Chief Education Supervisor-
 SGOD

Approved:

Vilma D. EDA
VILMA D. EDA, CESO V
 Schools Division Superintendent



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