



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

DIVISION MEMORANDUM  
No. 422 , s. 2024

**BASIC FIRST AID TRAINING FOR THE DISASTER RISK REDUCTION AND 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 Basic First Aid Training for the DRRM Coordinators on December 6, 2024 at 1:00 p.m. – 5:00 p.m. at the SDO Vigan City Conference Hall.
2. The objectives of this training are to: 1. identify and assess emergencies by recognizing various types of emergencies, including injuries, medical conditions, and environmental hazards, and assess the situation to ensure safety for both the responder and the victim; and 2. promote prevention and preparedness by emphasizing the importance of safety practices, injury prevention, and emergency preparedness to reduce the risk of accidents and improve readiness for emergencies.
3. The official participants to this activity are the twenty-one (21) designated School DRRM Coordinators. All schools must be represented. The alternate DRRM coordinators or other personnel handling relevant program/s shall represent their schools in case of non-attendance by the designated coordinator.
4. The snacks of participants and other expenses incurred during the conduct of the activity, 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 A).
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 *gr*

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-Basic First Aid Training of the DRRM Coordinators  
2024-008/December 3, 2024



**Address:** Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
**Telephone No:** (077) 722-20-23 / (077) 632-05-33  
**Email Address:** vigan.city@deped.gov.ph  
**Website:** [www.depedvigan.city](http://www.depedvigan.city)

Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](https://bit.ly/SDOViganCityCSM)





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

**Annex A**

**PROGRAM OF ACTIVITIES**

Time	Activities	Person Responsible	Method
December 6, 2024			
1:00PM – 1:10PM	Registration	Secretariat	
1:11PM- 1:30PM	OPENING PROGRAM		
	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	
1:31PM – 2:00PM	Overview on Basic First Aid Training	Resource Speakers – Philippine Red Cross	Interactive lecture
2:01PM- 3:30PM	-Importance of first aid -Basic principles and goals (preserve life, prevent worsening, promote recovery) -Legal and ethical considerations (consent, Good Samaritan laws) -Assessing the Scene and Victim -Wound Care and Bleeding Control -First Aid for Medical Emergencies -Environmental-Related Emergencies	Resource Speakers – Philippine Red Cross	Interactive lecture
3:31PM- 3:45PM	Health Break		



**Address:** Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
**Telephone No:** (077) 722-20-23 / (077) 632-05-33  
**Email Address:** vigan.city@deped.gov.ph  
**Website:** [www.depedvigancity.com](http://www.depedvigancity.com)

*Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](https://bit.ly/SDOViganCityCSM)*





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

3:45PM- 4:45PM	Practical Skills and Scenario Practice  -Role-playing common first aid scenarios -Hands-on practice with mannequins and first aid supplies -Self-assessment and feedback	Resource Speakers – Philippine Red Cross	Interactive lecture  Demonstration
4:46 PM- 4:50 PM	Post Evaluation	QAME Associate	Online evaluation
4:51PM- 5:00PM	Closing and Ways Forward	Rodrigo Q. Reyes, Jr. CES-SGOD	

Prepared by:

*ahmartinez*  
**APHRODITE HOPE E. MARTINEZ**  
 Project Development Officer II  
 DRRM

Noted:

*gmr*  
**RODRIGO Q. REYES JR.**  
 Chief Education Supervisor-  
 SGOD

Approved:

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



**Address:** Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur  
**Telephone No:** (077) 722-20-23 / (077) 632-05-33  
**Email Address:** vigan.city@deped.gov.ph  
**Website:** [www.depedviganacity.com](http://www.depedviganacity.com)

*Your Feedback is important to us. Visit this link [bit.ly/SDOViganCityCSM](http://bit.ly/SDOViganCityCSM)*

