



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

DIVISION MEMORANDUM
No. 353, s. 2025

REVIEW AND UPDATING OF SCHOOL CONTINGENCY PLANS AND PUBLIC SERVICE CONTINUITY PLANS FOR SCHOOL YEAR 2025 - 2026

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

1. Pursuant to Republic Act No. 10121 – The Philippine Disaster Risk Reduction and Management Act of 2010 and DepEd Order No. 21, s. 2025 titled Disaster Risk Reduction and Management (DRRM) Coordination and Information Management Protocols, the schools are hereby mandated to review and update the Contingency Plans for various calamities and planned events, and the Public Service Continuity Plans within the first two weeks of the school opening.
2. The regular review and updating of the school plans are essential to ensure the relevance, responsiveness, and operational readiness of schools in the face of natural and human-induced hazards. These plans serve as critical tools for minimizing risks, protecting lives and property, ensuring the continuity of essential education services, and strengthening coordination among school-based DRRM teams and local stakeholders.
3. The contingency plans and public service continuity plans must be uploaded through the following link: https://bit.ly/SDOVC_CP_PSCP. The deadline of submission shall be on or before July 2, 2025.
4. School DRRM Teams may seek assistance and technical support from the SGOD – DRRM Coordinator (0945-176-3768), and partner agencies to facilitate the updating of the plans.
5. Immediate dissemination and compliance of this memorandum is desired.

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

Encl.: As stated
References: RA No. 10121-The Philippine Disaster Risk Reduction and Management Act of 2010 & DepEd Order No. 21, s. 2025 titled Disaster Risk Reduction and Management (DRRM) Coordination and Information Management Protocols

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

DRRM PLANS REPORTS

SGOD-DRRM/ahem/DM-REVIEW AND UPDATING OF SCHOOL CONTINGENCY PLANS AND PUBLIC SERVICE CONTINUITY PLANS FOR SCHOOL YEAR 2025 – 2026
2025-010/June 17, 2025



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

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