



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

DIVISION MEMORANDUM
 No. **528**, s. 2025

SDO VIGAN CITY DRRM UPDATING AND BENCHMARKING FORUM

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 All Public 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 of Vigan City will conduct the SDO Vigan City DRRM Updating and Benchmarking Forum at La Jenns Hotel and Resto Grill, Boquig, Bantay, Ilocos Sur on August 11, 2025, 8:00 a.m. – 5:00 p.m.
2. The objectives of the activity are to:
 - a) update the accomplishment and progress reports of the student-led school watching and hazard mapping, safety inspection and comprehensive school safety monitoring;
 - b) present the forms and templates used during hazard monitoring;
 - c) discuss the Incident Management Report System;
 - d) present the consolidated reports from the impacts of Tropical Cyclones Crising, Dante and Emong in the schools, and
 - e) gather insights and learning from the benchmarking forum.
3. The activity also includes a Benchmarking Forum that will be hosted by Mabilbila Integrated School, Santa, Ilocos Sur at 01:00 – 03:00 p.m.
4. The official participants are the Division Program Management Team and the designated School DRRM Coordinators. All schools shall be represented.
5. The coordinators are required to bring their laptops and extension cords.
6. The venue rental, meals 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-25-0783), subject to the usual accounting and auditing rules and regulations. Representatives from other schools may participate in lieu of unavailable attendees.
7. Attached are the Program Management Team, Program of Activities and List of School DRRM Coordinators (see Annex A, B and C).
8. This memorandum shall serve as travel order for the participants.



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
 Telephone No: (077) 722-20-23 / (077) 632-05-33
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9. For more details please contact the Division DRRM Coordinator- Aphrodite Hope Martinez through this contact number: 09451763768.
10. For information and compliance of all concerned.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: DepEd Order No. 37, s. 2015
To be indicated in the Perpetual Index under the following subjects:

DRRM PROGRAMS TRAININGS

SGOD-DRRM/ahem/DM- SDO VIGAN CITY DRRM UPDATING AND
BENCHMARKING FORUM
2025-019/August 6, 2025



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Annex A

Program Management Team

NO.	NAME	Role
1	Vilma D. Eda, CESO V	Consultant
2	Annie D. Pagdilao, EdD, CESO VI	Consultant
3	Rodrigo Q. Reyes, Jr.	Program Manager
4	Aphrodite Hope E. Martinez	Program Manager Program Facilitator
5	Grace Castañeda	QAME Coordinator (Online)
6	Cherry Joy D. Garma	SEPS - Social Mobilization & Networking Resource Speaker



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Annex B

PROGRAM OF ACTIVITIES			
Time	Activities	Person Responsible	Method
Day 1			
8:00 -8:15 a.m.	Registration	Secretariat	
8:16 - 8:30 a.m.	OPENING PROGRAM		
	National Anthem		AVP
	Interfaith Prayer		
	Acknowledgment of Participants	Secretariat	
	Welcome Remarks	Annie D. Pagdilao, EdD, CESO VI Asst. Schools Division Superintendent	
	Message	Vilma D. Eda, CESO V Schools Division Superintendent	
	Statement of Purpose	Aphrodite Hope E. Martinez PDO II - DRRM	
8:31 -09:00 a.m.	Learner Protection during Crisis, Emergencies & Disasters	Ms. Cherry Joy D. Garma SEPS - SocMob	Interactive lecture Activity
09:01 -09:15 a.m.	Presentation of the Results of the Safety Inspection	Aphrodite Hope E. Martinez PDO II - DRRM	Updating
09:16 -09:30 a.m.	Health Break		
09:31 -10:00 a.m.	School Presentation of Progress Report on Student-Led School Watching & Hazard Mapping	School DRRM Coordinators	Interactive sharing/reporting
10:01 - 10:30 a.m.	Updating and Workshop on DRRM Plans	School DRRM Coordinators	
10:31 - 11:30 a.m.	Comprehensive School Safety Monitoring	Aphrodite Hope E. Martinez PDO II - DRRM	Interactive lecture Updating



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	Incident Management Report System Evacuation Protocols in Schools DRRM related Information Education Campaign Materials			
11:30 – 12:30 p.m.	Lunch Break			
12:31 - 12:59 p.m.	Travel to Mabilbila, Santa, Ilocos Sur			
01:00 – 03:00 p.m.	Benchmarking Forum at Mabilbila Integrated School			
	Welcome Message	Mrs. Ernalyn A. Cortez School Principal IV		
	Presentation of the School DRRM Team	Mrs. Ernalyn A. Cortez School Principal IV and School DRRM Team	Showcase of Accomplishments, Best Practices, Notable Milestones through AVP, reporting, interactive sharing	
	DRRM Best Practices on Implementation and Management			
	Gawad Kalasag Experience			
	2025 Siglat Eskwela Safest Elementary School			
	DRRM Innovation Trends and Replicable Practices			
Message of Appreciation Closing Session	SDO Vigan City Division and School DRRM Coordinators			
03:01 – 03:20 p.m.	Travel back to venue			
3:21 – 3:36 p.m.	Health Break			
3:37 – 4:20 p.m.	Open Forum			
4:21 – 5:00 p.m.	Closing Program Message	Rodrigo Q. Reyes, Jr. CES – SGOD		



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		Evaluation Link	All participants	
		Closing Prayer		
END				

Prepared by:

ahmartinez
APHRODITE HOPE E. MARTINEZ
PDO II – DRRM

Reviewed by:

R. Q. Reyes, Jr.
RODRIGO Q. REYES, JR.
CHIEF EDUCATION SUPERVISOR, SGOD

Approved by:

VILMA D. EDA, CESO V
Schools Division Superintendent



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Annex C

List of School DRRM Coordinators

NO.	SCHOOL	SCHOOL DRRM COORDINATOR
1	AYUSAN PAOA ELEMENTARY SCHOOL	MA. ANGELICA TABERNA
2	BULALA PARATONG ELEMENTARY SCHOOL	JESSICA RIGOS
3	BURGOS MEMORIAL SCHOOL EAST	NAIRA ABIGAIL SEGUI
4	BURGOS MEMORIAL SCHOOL WEST	KRYSTEL ELAINE MARIE CATURA
5	CABAROAN-CABALANGEGAN ELEMENTARY SCHOOL	JESSA MAE PIANO
6	CAMANGAAN ELEMENTARY SCHOOL	REGINAL QUARIO
7	CAPANGPANGAN ELEMENTARY SCHOOL	DENNIS AGUIMBAG
8	GOVERNOR EVARISTO SINGSON II MEMORIAL SCHOOL	MA. CRISTINA EMELY RAMOS
9	JOSE SINGSON ELEMENTARY SCHOOL	JANNE ARMIE ADRIATICO
10	MINDORO ELEMENTARY SCHOOL	GRACE FORMOSO
11	NAGSANGALAN ELEMENTARY SCHOOL	NEIL ONEMIG PURISIMA
12	PANTAY INTEGRATED SCHOOL	MARK JASON RABOY
13	RUGSUANAN-PUROC ELEMENTARY SCHOOL	CHARMAINE ALINIO
14	RAOIS ELEMENTARY SCHOOL	OINER RAFANAN
15	SALINDEG, PONG-OL, BARACCA ELEMENTARY SCHOOL	ANALYN ROSE AZADA
16	SAN JULIAN ELEMENTARY SCHOOL	KATRINE ANNE ARCE
17	TAMAG ELEMENTARY SCHOOL	ALMA INAMORATA NEBAB
18	VIGAN CENTRAL SCHOOL	MARK LINN RICOTOSO
19	ILOCOS SUR NATIONAL HIGH SCHOOL	DEUS JOHN MOLINA
20	VIGAN NATIONAL HIGH SCHOOL EAST	LAILANIE RABON
21	VIGAN NATIONAL HIGH SCHOOL WEST	JANINE AUSTINE RAFANAN



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