



24-11793

Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

SGOD-2023-0415

To : Assistant Schools Division Superintendent  
Chief of the Curriculum Implementation Division and  
School Governance and Operations Division  
Public School District Supervisor  
All Elementary and Secondary School Heads  
Concerned Division Personnel

Subject : **CAPACITY BUILDING OF SCHOOLS ON DISASTER  
RISK REDUCTION AND MANAGEMENT FOR CY 2024**

Date : AUGUST 27, 2024

To promote health and safety in schools, and in relation to the development of preparedness and response of schools during emergencies and disasters, the Division Disaster Risk Reduction and Management will be conducting a capacity building of schools on **September 9-11, 2024, at Cris Inn, Apokon Rd., Tagum City.**

Anent this, School Heads or their respective non-teaching personnel designated as School DRRM coordinators are hereby directed to participate to the said activity on the dates mentioned above. Attached are the list of Program Management Team Members and indicative program for reference.

Further, participants to the said activity are requested to confirm their attendance on or before **September 5, 2024**, through the link [bit.ly/CapBdrrmPanabo](http://bit.ly/CapBdrrmPanabo)

Travel and other allowable expenses incurred by the participants from the schools and division office shall be chargeable against School MOOE and Division MOOE funds, respectively, all subject to the usual accounting and auditing rules and regulations.

For your preferential attention and strict compliance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
OIC - Schools Division Superintendent

RELEASED

Encl.: as stated.  
SGOD/aba/har

**Enclosure A. LIST OF PROGRAM MANAGEMENT TEAM MEMBERS**

AUG 29 2024  
RECORDS SECTION SDO PANABO CITY  
BY 



Schools Division of Panabo City  
City Hall Compound, Panabo City  
Tel. No. (084) 823-1469  
Email: [panabocity.division@deped.gov.ph](mailto:panabocity.division@deped.gov.ph)

DepEd Panabo:  
Empowering Champions in Education  
through Journeying, Blazing and Fostering commitment in  
providing quality education. MATATAG for all.





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NAME	POSITION	ASSIGNMENT
Kenneth S. Deligencia	SEPS	Course Monitor
Ronmar V. Jayoma RN, MMPA	SEPS	QAME
Maria Susete B. Flores, RN	Nurse II	Speaker / Nurse on Duty
Cris John M. Sumaya RN, MAN	Nurse II	Speaker / Nurse on Duty
Hernani A. Resueno Jr	PDO II	Speaker



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**ENCLOSURE B. PROGRAM**

TIME	ACTIVITY	RESPONSIBLE PERSON/S
<b>SEPTEMBER 9, 2024 (DAY 1)</b>		
12:00 NN - 1:00 PM	Arrival and Registration	PMT
	Opening Program: <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> <li>• Panabo Hymn</li> </ul> Acknowledgement of Participants Opening Remarks Message Rationale	AVP AVP AVP Ronmar V. Jayoma Basilio P. Mana-ay Jr, CESO VI Jinky B. Firman pd, CESO VI Hernani A. Resueno Jr
	DepEd Policies and Guidelines School-Based DRRM <ul style="list-style-type: none"> <li>• School DRRM Team</li> <li>• Risk and Hazard Assessment</li> <li>• Hazard Mapping</li> <li>• DRRM Plan</li> <li>• Contingency Planning</li> </ul>	Hernani A. Resueno Jr
	QAME	Ronmar V. Jayoma
	Administrative Announcements	PMT
<b>DINNER</b>		
<b>SEPTEMBER 10, 2024 (DAY 2)</b>		
	Recap and Warm-Up	PMT
	Oplan Kalusugan sa DepEd (OKD) Programs	Maria Susete B. Flores, RN Cris John M. Sumaya RN, MAN
<b>LUNCH</b>		
	Comprehensive School Safety	Hernani A. Resueno Jr
	Open Forum	Speakers
	Administrative Announcements	PMT
<b>SEPTEMBER 11, 2024 (DAY 3)</b>		



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	Recap and Warm-Up	PMT
	Information Management <ul style="list-style-type: none"><li>• DRRMIS</li><li>• RADAR</li><li>• Incident Report</li><li>• PDNA</li></ul>	Hernani A. Resueno Jr
	Closing Program <ul style="list-style-type: none"><li>• Closing Remarks</li><li>• Prayer</li></ul>	Ailene B. Anonuevo PhD AVP
<b>DEPARTURE</b>		