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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2024-0563

To : Assistant Schools Division Superintendent  
Chief of the Schools Governance and Operations Division

Subject : **REQUEST FOR BASIC INCIDENT COMMAND SYSTEM (ICS) INSTRUCTOR**

Date : November 4, 2024


Attached is a letter from the Office of Civil Defense XI, signed by Ednar G. Dayanghirang, Regional Director, dated October 28, 2024, re: *Request for Basic Incident Command System (ICS) Instructors*, which will be held on **November 6-8, 2024, at the Municipal Evacuation Center, Brgy Ising, Carmen, Davao Del Norte.**

Anent this, **Hernani A. Resueño Jr, Project Development Officer II** is requested to attend to the said activity as instructor and facilitator on the date mentioned above.

Travel and other allowable expenses incurred during the activity shall be chargeable against the downloaded DRRM Funds subject to the usual accounting and auditing rules and regulations.

For your guidance and compliance.

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

For the SDS   
**AILENE B. ANONUEVO, Ph.D.**  
Chief Education Supervisor, SGOD  
Incharge of the Division

**RELEASED**

**NOV 05 2024**

RECORDS SECTION-SDO PANABO CITY  
BY 

Enclosed: As Stated  
SGOD/aba/har



Schools Division of Panabo City  
City Hall Compound, Panabo City  
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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF NATIONAL DEFENSE

**OFFICE OF CIVIL DEFENSE XI**  
LDL BUILDING, C.P. GARCIA HIGHWAY, COMMUNAL, DAVAO CITY



28 OCT 2024

**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent, Panabo City Division  
Department of Education XI  
City Hall Compound, J.P. Laurel St.  
Panabo City, Davao del Norte

Dear **Dr. Firman**:

Greetings!


This is in reference to the request for Technical Assistance of the MDRRMC Carmen, Davao del Norte through the PDRRMO Davao del Norte on the conduct of the **Basic Incident Command System (BICS) Training** scheduled on **06-08 November 2024** at the **Municipal Evacuation Center, Brgy. Ising, Carmen, Davao del Norte**. The training will provide the participants the knowledge, skills and attitude that are essential for the application of basic concepts and principles of ICS in any disaster situation.

In line with this, we would like to request **Mr. Hernane A. Resueño**, Project Development Officer II (DRRM Focal) to be one of the instructors and facilitators during this activity.

I have designated Mr. Marvin D. Samson of our Capacity Building and Training Section to coordinate with your office regarding this request. He may be reached through his mobile number: 09292465622 and/or (082) 297-7915 or through our official email address: [region11@ocd.gov.ph](mailto:region11@ocd.gov.ph).

Thank you and our warmest regards.

Very truly yours,

  
**DIR. EDNAR GEMPESAW DAYANGHIRANG**  
Regional Director

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**SERVING THE NATION, PROTECTING THE PEOPLE**

Capacity Building and Training Section  
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