



0925 / 02/2025

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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0517

To : Assistant Schools Division Superintendent
Chief of the School Governance and Operations Division
Hernani A. Resueño Jr, Project Development Officer II

Subject : **REQUEST FOR INSTRUCTOR FOR INCIDENT COMMAND SYSTEM EXECUTIVE COURSE (ICSEC)**

Date : September 15, 2025

Attached is a letter from the Office of Civil Defense XI dated September 4, 2025, re: *Request for Instructors for Incident Command System Executive Course (ICSEC)*, which will be held on **September 23, 2025, at Bulwagan ng Karunungan, Government Center, Mankilam, Tagum City, Davao del Norte.**

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

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

For your information and compliance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

SEP 16 2025

RECORDS SECTION, SDÓ PANABO CITY
BY 

Encl.: as stated.
SGOD/aba/har



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)823 1469, (084) 628 4066
Email: panabocity.division@deped.gov.ph



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE

OFFICE OF CIVIL DEFENSE XI

LDL BUILDING, C.P. GARCIA HIGHWAY, COMMUNAL, DAVAO CITY



04 September 2025

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!

We have received a technical assistance request for the conduct of an **Incident Command System Executive Course (ICS EC) on September 23, 2025 at Bulwagan ng Karunungan, Government Center, Mankilam, Tagum City, Davao del Norte**. This training aims to provide its participants with the knowledge, skills, and attitude when applying the general concepts and principles of ICS from a manager's point of view.

In line with this, we would like to request for the availability of **Mr. Hernani A. Resueño Jr., Project Development Officer II (DRRM Division Focal)** to serve as an instructor and facilitator for the abovementioned training.

I have designated Mr. Marvin D. Samson, Chief of the Capacity Building and Training Section (CBTS) as the contact person for any matter pertaining hereto. He may be reached through his mobile number: 0929465622 and/or 082 297-7915 or the official email address at region11@ocd.gov.ph.

Thank you and our warmest regards.

Very truly yours,

RD EDNAR G. DAYANGHIRANG
Regional Director, OCD XI

SERVING THE NATION, PROTECTING THE PEOPLE

Capacity Building and Training Section
Telefax: (082) 297-7915 / 297-7479 | Mobile: 0917-1789711
Email: region11@ocd.gov.ph / ocdregion11@gmail.com