



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0519

To : Assistant Schools Division Superintendent  
 Chief of the Curriculum Implementation Division  
 Chief of the School Governance and Operations Division  
 Public School District Supervisors  
 Public Elementary and Secondary School Heads  
 Private Elementary and Secondary School Administrators

Subject : **CONDUCT OF TRAINING NEEDS ASSESSMENT (TNA) ON  
 DISASTER RISK REDUCTION AND MANAGEMENT (DRRM)**


Date : September 15, 2025

The Division Disaster Risk Reduction and Management Office is dedicated to enhancing the capacity of our schools to effectively manage risks and reduce vulnerability. To achieve this, we will be conducting a comprehensive Training Needs Assessment (TNA), to formally evaluate the current knowledge and skill levels of our school heads and DRRM coordinators. The results will be instrumental in helping us prioritize needs and develop highly relevant and impactful training programs for all future capacity-building initiatives.

In line with this, **all School Heads, Focal and Alternate DRRM Coordinators** are hereby directed to accomplish the online TNA form on or before **September 30, 2025**, through this link: **bit.ly/TNADRRM**.

We are glad to assist you through **Hernani A. Resueño Jr, Project Development Officer II**, at Mobile No. **09433844654** /email at **hernani.resueno@deped.gov.ph**.

For your information and compliance.

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

SGOD/aba/har

**RELEASED**

**SEP 16 2025**

RECORDS SECTION, SDO PANABO CITY  
 BY 



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