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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-2026-0030**

To : Assistant Schools Division Superintendent  
Chiefs of the School Governance and Operations Division and  
Curriculum Implementation Division  
Chonalyn C. Doctora EdD, Principal II – AO Floirendo NHS

Subject : **BASIC LIFE SUPPORT (BLS) AND AED TRAINING**

Date : January 13, 2026

This is in reference to the attached letter received on January 12, 2026, re: *Participation in the Upcoming Basic Life Support (BLS) and AED Training Organized by the Philippine Red Cross – Tagum Chapter*, which will be held on **January 15-16, 2026, at Tagum City**.

Anent this, participation in the said activity is on voluntary basis, provided, that personnel must adhere to the policy on DO 9, s. 2005 *Instituting Measures to Increase Engaged Time-on-task and Ensuring Compliance Therewith*.

The registration fee amounting to ₱1,600.00 per participant may be charged against the school MOOE, subject to the availability of funds and strict compliance with existing accounting and auditing rules and regulations.

For your guidance and compliance.

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

Encl: As stated  
SGOD/aba/har

**RELEASED**

**JAN 15 2026**

RECORDS SECTION SDO PANABO CITY  
BY 



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Republic of the Philippines  
**Department of Education**  
Region XI  
**DIVISION OF PANABO CITY**  
**A.O. FLOIRENDO NATIONAL HIGH SCHOOL**  
Brgy. A.O. Floirendo, Panabo City, Davaol de Norte

Telephone No.:  
643-1299

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aofloirendo.nhs@deped.gov.ph

School Head:  
Chonalyn C. Doctora, EdD



**DR. JINKY F. FIRMAN**

Schools Division Superintendent  
Division of Panabo City

**Dear Madam,**

Greetings of service and commitment to learner safety and welfare.

We, the undersigned representatives of A.O. Floirendo National High School, the Red Cross Youth Club Adviser, Disaster Risk Reduction and Management (DRRM) Coordinator, and Boy Scout Coordinator—respectfully request approval to participate in the upcoming **Basic Life Support (BLS) and AED Training** organized by the Philippine Red Cross Tagum Chapter, this coming January 15-16, 2026, Tagum City.

#### **Purpose of Participation**

Our participation in this training is guided by the following objectives:

- **Enhancing Emergency Preparedness:** The training will equip us with essential life-saving skills to respond effectively during medical emergencies within the school and community.
- **Capacity Building for Student Organizations:** As coordinators and advisors, we want to transfer the knowledge and abilities we've gained to the groups we work with, such as Red Cross Youth, DRRM teams, and Boy Scouts—ensuring that students are empowered with practical competencies in first aid and emergency response.
- **Supporting DepEd's Safety and Resilience Goals:** This initiative aligns with the Department of Education's thrust on child protection, disaster preparedness, and holistic student development.
- **Community Service Readiness:** Beyond the school, the training strengthens our ability to extend assistance during community emergencies, fostering stronger partnerships with local stakeholders.

#### **Request for Budget Allocation**

In line with this, we would also like to respectfully request the allocation of funds for the **registration fees amounting 1,600** of the participants to be charged against the **School Maintenance and Other Operating Expenses (MOOE)**. This financial support will ensure our active participation in the training and enable us to fulfill our responsibilities in safeguarding the welfare of our learners.

We firmly believe that joining this training will not only enhance our professional competencies but also contribute significantly to the safety, resilience, and well-being of our learners and the broader school community.





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School Head  
Chonalyn C. Doctora, EdD

We sincerely hope for your kind approval and endorsement of our request.

Respectfully yours,

**RAEIZA B. SABLAS**

Red Cross Youth Club Adviser

**RYAN P. CAÑETE**

DRRM Coordinator

**GLENN D. POSAS**

Boy Scout Coordinator

Noted/Approved by:

**CHONALYN C. DOCTORA EdD.**

Principal III