



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent  
School Governance and Operations Division Chief  
Curriculum Implementation Division Chief  
Public Schools District Supervisors/District In-Charge – Aritao Districts  
All others concerned

FROM: **ORLANDO E. MANUEL PhD, CESO V**  
Schools Division Superintendent

DATE: 23 September 2024

SUBJECT: **WORKSHOP ON THE INTEGRATION OF THE DRRM PLAN IN THE ENHANCED SCHOOL IMPROVEMENT PLAN**



1. The Department of Education, recognizing its crucial role in Disaster Risk Reduction and Management (DRRM) commits, to ensure safety and learning continuity, and strengthen resilience of schools and learners by empowering DepEd personnel and learners on DRRM, Climate Change Adaptation and Mitigation (CCAM) and Education in Emergencies (EiE) in basic education. The commitment is translated in the **Office Performance Commitment and Review Form (OPCRF) for School Heads** specifically within Strand 2.5 of the **Key Result Area (KRA)** on "Management of School Operations and Resources" which focuses on **School Safety for Disaster Preparedness, Mitigation, and Resilience**.
2. To strengthen this initiative, the office will be conducting a **Workshop on the Integration of the DRRM Plan in the Enhanced School Improvement Plan (E-SIP) on October 3-6, 2024 (inclusive of travel days) at the Baguio Teachers' Camp, Baguio City**. This workshop aims to prioritize safety measures alongside academic and infrastructural improvements, fostering a culture of preparedness among decision-makers, personnel, and learners. Participants will engage in risk assessments and response strategies to effectively mitigate potential hazards and enhance resilience, ensuring uninterrupted learning and development.
3. The expected participants to the workshop are the **PSDSs/DICs and School Heads of Aritao I and II Districts**. Please note that **representatives or proxies are discouraged**. Further, the participants are instructed to bring the electronic and hard copies of the school E-SIP, DRRM Plan and School Contingency Plan.
4. The meals, snacks, accommodation and other training related expenses shall be charged against the downloaded **FY 2023 Disaster Preparedness and Response Program (DPRP) Funds** while transportation, per diem and incidental expenses of the participants and TWG/PMT members shall be charged to the local



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funds/MOOE of the school subject to the usual auditing and accounting rules and regulations.

5. Participants and facilitators shall be entitled to **Service Credits/CTO for October 5 and 6** which fall on a weekend, as per DepEd Order No. 53, s. 2003 *“Updated Guidelines on the Grant of Vacation Service Credits to Teachers”*.
6. For further queries or clarifications, kindly contact **Ms. Maria Theresa B. Iglesia**, Division DRRM Coordinator at 09178449740 or **Ms. Melany M. Asuncion PhD, EPS – SGOD** at 09171871309.
7. For information, guidance and compliance.





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**Annex A:**

**SDO Nueva Vizcaya Participants and Program Management Team**

Orlando E. Manuel PhD, CESO V	Schools Division Superintendent
Adonis C. Ceperez EdD, CESE	Assistant Schools Division Superintendent
Romulo S. Ancheta PhD	Chief – SGOD
Melany M. Asuncion PhD	EPS - SGOD
Nolimar M. Navarro EdD	SEPS – SMME/ M & E Focal
Marianne C. Eugenio PhD	SEPS – HRD/ Program Manager
Rommel S. De Gracia PhD	SEPS - PAR
Romeo Emmanuel Yarcia	Planning Officer III
SHS Personnel (1 pax)	Nurse II/Health and Welfare Officer
Maria Theresa B. Iglesia	Learning Manager/Proponent

**List of Workshop Participants from Aritao I & II Districts**

NAME OF SCHOOL	NAME OF SCHOOL HEAD
<b>ARITAO I DISTRICT : PSDS Arnel M. Batalla</b>	
Aritao High School	Rodrigo C. Rosete
Aritao CS	Marilyn A. Serapon
Baan ES	Lyndon Deo D. Reyes
Kirang ES Main	Augustina S. Magan
Balite ES	Ian Cris U. Lorenzo
Calitlitan ES	
Bone North Integrated School	Marissa M. Fragata
Nagcuartelan ES	Ismael E. Bernardo
Kirang ES Annex	Janice E. Manzano
Bone South ES	Jocelyn A. Napaod
Ukaw ES	Art Ryan E. Abrin
FG Saludo ES	James O. Lamsis
Cutar ES	Virgilio G. Del Campo Jr
<b>ARITAO II DISTRICT: PSDS Jerry Lazaro</b>	
Anayo ES	Oliver F. Tillama
Banganan ES	Virginia A. Batalla
Beti ES	Ritchie R. Corpuz
Canabuan ES	Leo V. Caldito
Canarem ES	George C. Mesias
Cesario M. Tubiera ES	
Comon CS	Rosemarie A. Bambico
Darapidap ES	Elsie U. Napaod
Latar ES	Analie C. Daligcon
Sta. Clara ES	Logie A. Palacay
Sta. Clara HS	Marites M. Villamor
Tabueng ES	Delpilar A. Pascua Jr.
Tucanon ES	Cedrick J. Habbiling
Yaway ES	Shiela P. Acosta