



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
Concerned Public School Heads
All others concerned

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

DATE: 21 September 2026

SUBJECT: **CONDUCT OF THE EXERCISE DESIGN COURSE (EDC) TRAINING OF TRAINERS: ENHANCING QUALITY TEACHING IN SAFE AND CONDUCTIVE LEARNING ENVIRONMENTS**



1. This office, through the **School Governance and Operations Division – Disaster Risk Reduction and Management Service** in partnership with the Provincial Local Government Unit of Nueva Vizcaya (PLGU) through the **Provincial Disaster Risk Reduction and Management Office (PDRRMO)** and the **Office of Civil Defense – Cordillera Administrative Region**, will conduct the “**Exercise Design Course (EDC) Training of Trainers: Enhancing Quality Teaching in Safe and Conducive Learning Environments**” on **September 28 to October 2, 2026** at **Baguio Teachers’ Camp, Baguio City**.

2. This initiative aims to strengthen the resilience and preparedness of the basic education sector through enhanced disaster risk reduction and management capacities, particularly in the planning, design, conduct, and evaluation of exercises and drills. Further, the identified participants as reflected in the attached list, are expected to serve as trainers and facilitators in the subsequent **district-wide roll-out** of the program.

3. The cost of training materials, including the board and lodging of the participants and the Technical Working Group (TWG) for the entire duration of the activity, shall be shouldered by the PLGU-PDRRMO. Transportation expenses, per diem, and incidental expenses of the participants shall be charged against the school MOOE or local funds, subject to the usual accounting and auditing rules and regulations.

4. For further clarifications, kindly contact **Ms. Maria Theresa B. Iglesia**, Division DRRM Coordinator at 09178449740.

5. Widest dissemination of and compliance with this Memorandum is earnestly directed.



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List of Expected Participants

A. Technical Working Group/Program Management Team

<i>Name</i>	<i>Office/School/District</i>	<i>Role</i>
1. Orlando E. Manuel PhD, CESO V	SDO	Schools Division Superintendent
2. Adonis C. Ceperez EdD, CESE	SDO	Asst. Schools Division Superintendent
3. Romulo S. Ancheta PhD	SDO – SGOD	CES - SGOD
4. Rommel S. De Gracia PhD, CESE	SDO – CID/SGOD	SEPS – PAR/OIC CES - CID
5. Noli Mar M. Navarro EdD	SDO – SMME	SEPS-SMME/QuAME Focal Person
6. Sharmaine B. Balatbat	Balintugon ES, Alfonso Castaneda	Technical Working Group Member
7. Marco Gulla	AO II	Technical Working Group Member
8. Jonalyn A. Pinson	AO II	Bugnay ES, Diadi District
9. Maria Theresa B. Iglesia	SDO - DRRMS	Proponent and Trainer/Learning Facilitator
10. Christian Lloyd Vicente	PDO I	Technical Working Group Member
11. Kristine Mae S. Ruiz	PDO II – SDO Quirino	Technical Working Group Member
12. Emil Responso	PDO II – SDO Quirino	Technical Working Group Member

B. Training Participants

<i>Name</i>	<i>Designation</i>	<i>Office/School/District</i>
13. Amethyst S. Cachola	PDO I	Bayombong I District
14. Marivic K. Alluad	Head Teacher III	Casat NHS, Bayombong II District
15. Elma T. Albino	AO II	Banao ES, Kayapa West District
16. Gloriza D. Valdez	PDO I	Aritao CS, Aritao I District
17. Noemi G. Tolentino	AO II	Dupax CS, Dupax Del Sur District
18. James Umli	School Head	Carolotan ES, DDS
19. Fredirick Vicmudo	Head Teacher III	Ampakleng ES, Diadi
22. Ricky T. Balong	School Head	Castillo Village ES, Kayapa West
23. Jessie L. Wais	Principal I	Luclocos IS, Kayapa East
24. Julita S. Benosa	School Head	Kakiduguen ES, Kasibu West
25. Ernesto T. Valido, Jr.	Principal II	Concepcion ES, Solano I
26. Kristine Jocel M. Nicanor-	AO – II	Concepcion ES, Solano I
27. Alfredo C. Erese Jr	School Head	Lawed ES, Sta. Fe
28. Pinky Bucasan	AO II	Baliling ES, Sta Fe
29. Ismael E. Bernardo	School Head	Bone South ES, Aritao I
30. George C. Mesias	Head Teacher I	Canarem ES, Aritao II
31. Maribel Manabat	PDO I	Aritao II District
32. Janice R. Galicia	School Head	Balintugon ES, A. Castaneda
33. Mecah P. Pandi	Head Teacher III	Lipuga ES/Pelaway ES Annex, A. Castaneda
34. Donie B. Segundo	School Head	Pallas ES, Bambang I
35. Belinda L. Dulay	Principal II	San Antonio South ES, Bambang II
36. Reynold B. Mariano	Principal I	Tiblac ES, Ambaguio
37. Shairuz Caesar B Dugay	Nurse II/NOD	Lamo NHS, DDN I



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38.Omargy T. Apasao	School Head	Mantatta ES, DDN II
39.Jacqueline P. Larida	Principal II	Sta Lucia ES, Bagabag I
40.Ellen Grace Madronio	SubjectGroupHead	Paniki HS
41.Michael C. Manzano	School Head	Dagupan ES, Quezon
42.Ronald Aquino	School Head	Gov Juan Manzano ES, Villaverde
43.Joyceline S. Celestino	Principal II	Bagabag II