

TC: 18-2307 2/13/18



Office of the City Schools  
Division Superintendent

Republic of the Philippines  
Department of Education  
Region XI  
SCHOOLS DIVISION OF DIGOS CITY  
Digos City



Tel. (082) 553-8375 |  
553-8376 | 553-8396  
Fax. (082) 553-8376

February 13, 2018

**DIVISION MEMORANDUM**  
No. 153, series of 2018

**1<sup>ST</sup> QUARTER MEETING WITH SCHOOL DISASTER RISK REDUCTION AND  
MANAGEMENT COORDINATORS**

TO: Public Schools District Supervisors  
Elementary, Secondary and Senior High School Heads  
School Disaster Risk Reduction and Management Coordinators

1. Pursuant to DepEd Order No. 21, s.2005 entitled "Disaster Risk Reduction and Management Coordination and Information Management Protocol", the Division Offices and Regional Offices and coordinators are mandated to establish system of coordination and information management and provide guidance to schools and DRRM coordinators on their respective roles and functions relative to DRRM implementation.
2. In line with this, the field is hereby informed that there will be a meeting for all School DRRM coordinators at Ramon Magsaysay Central Elementary School Library on February 26, 2018 at 1:00 o'clock in the afternoon.
3. Important matters will be discussed about future trainings, updates, and review of DepEd issuances relative to Disaster Risk Reduction and Management. Thus, your attendance is a must.
4. Snacks will be served free sponsored by the Division DRRM Coordinator while travel expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. For your information and compliance.

**WINNIE E. BATOON, EdD, CESE**  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encs: None  
References: DepEd Order No. 21, s. 2005  
To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE    DRRM    MEETING

ROM: 1<sup>ST</sup> Quarter Meeting with School DRRM Coordinators  
13 February 2018

DepEd Schools Division Office of Digos City  
**RELEASED**  
2307  
Date: 13 FEB 2018 Time: 4:51  
By: