



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2026-077

To : **JAYZON T. CARDINES**
Division DRRM Coordinator

ENGR. JERICK S. VERGARA
Engineer III

Subject : **PARTICIPATION IN THE CONDUCT OF THE PILLAR 1: SAFER
LEARNING FACILITIES GUIDEBOOK ROLLOUT**

Date : February 05, 2026

1. This has reference to Regional Memorandum ESSD-2026-032 titled **PARTICIPATION TO THE CONDUCT OF THE PILLAR 1: SAFER LEARNING FACILITIES GUIDEBOOK ROLLOUT** to be held on February 9-11, 2026, at Teachers Camp, Baguio City.
2. In view hereof, you are hereby directed to attend and participate the said activity.
3. Traveling and other incidental expenses shall be charged to DRRM Downloaded or Local funds, while meals and accommodation shall be provided by the host Office, subject to the usual accounting and auditing rules and regulations.
4. For attendance.

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

JepEd Schools Division of Digos City
RECORDS SECTION

DATE: 05 FEB 2026 TIME: 4:23 PM
BY: [Signature]

Enclosed: As stated.
SGOD/drrm/jtc



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

February 3, 2026

REGIONAL MEMORANDUM
ESSD-2026-032

PARTICIPATION TO THE CONDUCT OF THE PILLAR 1: SAFER LEARNING
FACILITIES GUIDEBOOK ROLLOUT

To: Schools Division Superintendents
Chief Education Supervisor
Education Support Services Division

1. Herewith is Memorandum OM-OUOPS-2026, No. 08-462 dated January 27, 2026 re: "Conduct of Pillar 1: Safer Learning Facilities Guidebook Rollout" to be held on February 9-11, 2026 at Teachers Camp, Baguio City.
2. In view of this, this Office requests the participation of the Regional and Division DRRM Coordinators, DepEd RO and Division Engineer and identified representative/s to participate in the abovementioned activity.
3. Traveling and other incidental expenses will be chargeable to their respective DRRM downloaded or local funds, while meals and accommodation shall be provided by the host Office during the activity, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

Digitally signed by
Farnazo Allan Gabriel
Date: 2026.02.05
11:53:16 +0800
ALLAN G. FARNAZO
Director IV

Enclosed: As stated.
ROE6/DCC



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM **08-462**
OM-OUOPS-2026

FOR : ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENT
ALL REGIONAL AND DIVISION DRRM COORDINATORS
ALL REGIONAL AND DIVISION ENGINEERS

FROM : MALCOLM S. GARMA
Undersecretary for Governance and Operations

ATTY. MEL JOHN I. VERZOSA
Undersecretary for Administration

AURELIO PAULO R. BARTOLOME
Assistant Secretary for Human Resource and Organizational Development

SUBJECT : CONDUCT OF THE PILLAR 1: SAFER LEARNING FACILITIES
GUIDEBOOK ROLLOUT

DATE : JANUARY 27, 2026

In line with the Department of Education's commitment to build local capacities of DepEd personnel and commitment in providing safe learning environments, the Disaster Risk Reduction and Management Service (DRRMS) in coordination with the Education Facilities Division (EFD) and Administrative Service will conduct a **Pillar 1: Safer Learning Facilities Guidebook Rollout**, scheduled on February 9-11, 2026, at Baguio Teachers Camp, Baguio City. The rollout aims to align all field offices with the common understanding on the implementation of safe learning facilities and unified technical specifications for school safety. Also, it also intends to mandate the adoption of the Learning Continuity Spaces for rapid disaster response and installation mechanism of early warning systems.

In view of this, the DRRMS requests the attendance of all Regional and Division DRRM Coordinators, DepEd Engineers, and identified representative/s from the Central Office to attend the abovementioned activity. All participants shall complete the pre-registration form **on or before February 5, 2026.**

Attached to this memorandum are the **Annex A: Administrative Arrangements** and **Annex B: Pre-registration details**. Travel expenses shall be charged under the FY 2026 Disaster Preparedness and Response Program (DPRP) Fund or to a local fund, subject to existing accounting and auditing rules and regulations.

For clarifications and questions, please contact DRRMS through email at drrms@deped.gov.ph or via telephone (02) 8637-4933.

For information and appropriate action.

Annex A. Administrative Arrangement

1. Logistical Arrangement

| Particular | Participants | Fund Source |
|---|---|---|
| Board and Lodging | All participants | FY 2026 DPRP Current Fund |
| Transportation and other allowable expenses | Concerned Central Office Participants | FY 2026 DPRP Current Fund (For DRRMS Staff) Local Fund |
| Transportation and other allowable expenses | Regional and Division DRRM Coordinators | Local Fund |
| Transportation and other allowable expenses | Regional and Division DepEd Engineers | Local Fund |

2. Check-in/ out and Meal Arrangement

| Day (mm/dd/yyyy) | Breakfast | AM Snack | Lunch | PM Snack | Dinner | Check- in/out Time |
|---------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|
| 01/09/2026 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | 2:00 PM |
| 01/10/2026 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 01/11/2026 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12:00 PM |

Annex B. Pre-Registration

All participants are instructed to send their confirmation of attendance by accessing the QR code below **on or before February 5, 2026**. Late registration is strictly not encouraged as this might affect the event logistics preparation. Please **wait for the official advisory** of the activity before purchasing any plane tickets to avoid any inconvenience.



<https://forms.office.com/r/mpxXb8ESDg>



Republic of the Philippines
Department of Education

30 January 2026

ATC-2026-CO-00033

FOR : **MALCOLM S. GARMA**
Undersecretary
 Office of the Undersecretary for Governance and Operations

FROM : **FELINO O. CASTRO V**
Director IV
 Disaster Risk Reduction and Management Service

SUBJECT : **CONDUCT ORIENTATION ON CSSF GUIDEBOOK ON PILLAR 1: SAFER LEARNING FACILITIES**

| | | | |
|--|--------------------------|---|---|
| NAME OF PROGRAM(S)/PROJECT(S) | Disaster Preparedness | | |
| OUTPUT(S) TO BE PRODUCED AND ITS CODE(S) | Output Code | Output | Physical Target |
| | OC-26-DMS-DRRMS-DPRP-002 | Oriented DRRM Coordinators, Engineers, and School Heads on the CSSF Guidebook | 500 |
| ACTIVITY/IES TO BE REQUESTED | Activity Code | Name of Activity | |
| | AC-26-DMS-DRRMS-DPRP-043 | Conduct Orientation on CSSF Guidebook on Pillar 1: Safer Learning Facilities | |
| ACTIVITY/IES WITH DOWNLOADING | N/A | | ATTY. EDSON BYRON K. SY <i>Assistant Secretary for Finance</i> <i>Officer-in-Charge</i> <i>Office of the Undersecretary for Finance</i> |
| | Activity Code | Name of Activity | Amount Requested (In PhP) |

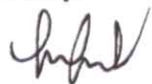
| | | | |
|---|--|--|----------------------------------|
| ACTIVITIES TO BE BUMPED-OFF AND ITS CODE(S) | AC-26-DMS-DRRMS-DPRP-002 | Conduct Orientation on CSSF Guidebook on Pillar 1: Safer Learning Facilities | 2,214,000.00 |
| | GRAND TOTAL | | 2,214,000.00 |
| JUSTIFICATION <i>(for ATC Only)</i> | This rollout mandates that all field personnel possess the requisite capacity to implement disaster-resilient infrastructure solutions, thereby strictly ensuring that educational facilities meet the structural integrity and safety standards required to sustain learning continuity in the face of hazards. | | |
| FINANCIAL REQUIREMENTS | Activity Code | Name of Activity | Amount Requested (In PhP) |
| | AC-26-DMS-DRRMS-DPRP-043 | Conduct Orientation on CSSF Guidebook on Pillar 1: Safer Learning Facilities | 2,214,000.00 |
| | GRAND TOTAL | | 2,214,000.00 |
| SOURCE OF FUNDS | FY 2026 DPRP Current Fund | | |
| ADMINISTRATIVE ARRANGEMENTS | Direct Payment: Php2,044,000.00 Cash Advance: Php170,000.00 SDO: TBD | | |
| ANNEXES | <ol style="list-style-type: none"> 1. Complete Staff Work; 2. Concept Note; and 3. Budget Estimate. | | |

All expenses incurred in this activity are subject to usual accounting and auditing rules and regulations.

Annex B. Conduct Orientation on CSSF Guidebook on Pillar 1: Safer Learning Facilities

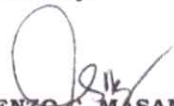
| Item | Quantity | Unit Cost | Frequency | Total | Direct Payment | Cash Advance | Downloading |
|---------------------------------|----------|-----------|-----------|---------------------|---------------------|-------------------|-------------|
| Board and Lodging | | | | 2,000,000.00 | 2,000,000.00 | | |
| DRRMS | 10 | 2,000.00 | 2 | 40,000.00 | | | |
| Participants | 490 | 2,000.00 | 2 | 1,960,000.00 | | | |
| Daily Travel Expenses | | | | 44,000.00 | 44,000.00 | | |
| TEV | 10 | 4,400.00 | 1 | 44,000.00 | | | |
| Other Allowable Expenses | | | | 170,000.00 | | 170,000.00 | |
| Supplies and Materials | 500 | 300.00 | 1 | 150,000.00 | | | |
| Tokens | 15 | 1,000.00 | 1 | 15,000.00 | | | |
| Contingency Fund | 1 | 5,000.00 | 1 | 5,000.00 | | | |
| TOTAL | | | | 2,214,000.00 | 2,044,000.00 | 170,000.00 | - |

Prepared by:



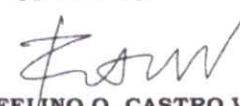
CHARLINE R. OMBOY
Technical Assistant II, DRRMS

Reviewed by:



LORENZO C. MASANDERO
Project Development Officer I, DRRMS

Approved by:



FELINO O. CASTRO V
Director IV, DRRMS