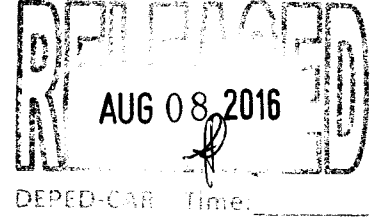




Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet



August 5, 2016



REGIONAL MEMORANDUM
 No. **213.2016**

ORIENTATION-WORKSHOP FOR REGIONAL OFFICE DRRM TEAM AND DIVISION DRRM COORDINATORS

TO: Schools Division Superintendents
 Chiefs of Divisions (RO)

1. The Department of Education Regional Office will conduct an Orientation-Workshop for the Regional Office DRRM Team and Division PDO II (DRRM) on August 15-17 at the SNC Hall, Wangal, La Trinidad, Benguet.
2. The Regional Office DRRM team will attend Day 1 and 2 while division participants will attend Day 2 and 3. (Training schedule attached).
3. Meals and Snacks including lodging of division participants will be charged to Regional Office funds while transportation and other incidental expenses will be charged to local funds subject to the usual accounting rules and regulations.
4. For information and guidance

Atty. SEBASTIAN G. TAYABAN
 CAO-Finance Division
 Officer In-charge

Encl:
 As stated

ESSD/ABG/epm
 DRRM 2016

Telephone Numbers:							
Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-4227434

ORIENTATION-WORKSHOP FOR REGIONAL OFFICE DRRM TEAM AND DIVISION DRRM COORDINATORS

August 15-17, 2016

Training Matrix

TIME	Day 1	Day 2	Day 3
	Participants: <i>RO DRRM Team</i>	Participants: <i>RO DRRM Team</i> <i>SDO PDO II (DRRM)</i>	Participants: <i>SDO PDO II (DRRM)</i>
8:00 – 8:30	Preliminary activities	Preliminary activities	Preliminary activities
9:00-9:30	DepEd DRRM Framework	Conducting Drills	Introduction to Contingency Planning
9:30 – 10:00	Understanding hazards		
10:15 – 11:00	Workshop 1: <i>RO Hazard mapping</i>	Weather Conditions, Typhoon Signals, El Niño and La Niña	Workshop: Preparation of Contingency Plan
11:00 – 12:00	Composition of the DepEd DRRM Team		
12:00 – 1:00	Lunch Break	Lunch Break	Lunch Break
1:00 – 2:00	Workshop 2: <i>Roles and Functions</i>	Earthquakes and Fault lines in CAR	Presentation of Workshop Results
2:00-3:00	Workshop 3. <i>Committee Roles and Functions Reporting</i>		
3:00 – 4:00	Drill: <ul style="list-style-type: none"> • Using a fire extinguisher • Proper execution of the “Drop, Cover and Hold” 	CAR Geo-hazard map Navigating the MGB Online Hazard Map	Closing Program
4:00-5:00			
5:00 – 6:00		Workshop 4. Identifying most Vulnerable schools	