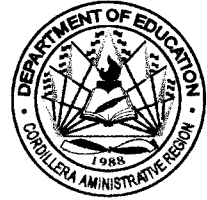


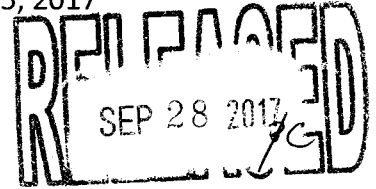


Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



September 25, 2017

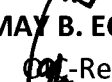
REGIONAL MEMORANDUM
No. 284 - 2017



WORKSHOP ON THE PREPARATION OF DIVISION CONTINGENCY PLANS Time: _____

TO: Schools Division Superintendents

1. In line with existing national policies on disaster risk reduction and management, the Training-Workshop for the Preparation of Division Contingency Plans will be conducted on October 9 – 11, 2017, venue to be announced later.
2. Objective of this Workshop is to prepare the Division Contingency Plan that will help in establishing a potential response structure within the division.
3. Participants to this activity are as follows
 - Regional Office - - - - - 3
(PDO II-DRRM, 1 Planning, 1 Admin. Division)
 - Division Offices - - - - - 18
(PDO II-DRRM, 2 SGOD)
4. Participants are requested to bring with them their laptops and necessary data for the preparation of their Division Contingency Plans such as provincial risk profile, baseline data, and hazard maps, among others.
5. Travel and other incidental expenses related to the conduct of the said workshop shall be charged against local funds while food and accommodation shall be charged against DRRMS funds, subject to the usual accounting and auditing rules and regulations.
6. First meal shall be dinner of October 8, 2017 and last meal shall be PM snack of October 11, 2017.
7. For information and appropriate action.


MAY B. ECLAR, Ph.D., CESO V
Regional Director

Reference:
Memorandum from USEC Alain Del B. Pascua dated 5/15/2017

ESSD/DRRM
ABG/epm