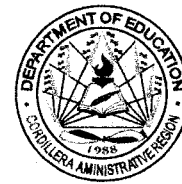




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



November 6, 2017

REGIONAL MEMORANDUM
No. 353.2017

REGIONAL EVALUATION, CONSULTATION AND PLANNING WORKSHOP OF DISASTER RISK
REDUCTION AND MANAGEMENT (DRRM) PROGRAMS

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TO: Schools Division Superintendents

DEPED-CAR Time: _____

1. In preparation for the National Evaluation, Consultation and Planning Meeting for Disaster Risk Reduction and Management (DRRM) for region and division coordinators on November 22-23, 2017, DepEd-CAR will conduct the Regional Evaluation, Consultation and Planning Workshop on November 14-16, 2017. Venue to be announced later.

2. Participants to this activity are as follows - - - 49

a. Consultants (RD/ARD, ESSD Chief)	2	Nov. 14-16, 2017
b. Disaster Risk Reduction and Management Office	2	Nov. 14-16, 2017
c. PDO II (DRRM) and Alternates	18	Nov. 14-16, 2017
e. School DRRM Coordinator/School Head (1 per SDO)	8	Nov. 15-16, 2017
f. SEPS for Monitoring and Evaluation (1 per SDO)	8	Nov. 15-16, 2017
g. Regional Office (1 PPRD, 1 Finance)	2	Nov. 15-16, 2017
h. ESSD	5	Nov. 14-16, 2017
i. OCD –CAR	2	Nov. 15-16, 2017
J. BFP –CAR	2	Nov. 15-16, 2017

3. Schools Division PDO II (DRRM) are requested to bring their laptops and the following reports.

- a. Accomplishment Report from January – October 2017
- b. Fund Liquidation Reports as of October 30, 2017

Soft copies of the Accomplishment Report Template may be downloaded following the link: bit.ly/2017DRRMSTEMPLATES

4. 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 DRRM funds, subject to the usual accounting and auditing rules and regulations. Accommodations will be provided from November 13-15. First meal will be dinner of November 13 and last meal will be PM snacks of November 16, 2017.

5. For information and guidance.

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

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	-422-7434