



Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

UNM - 2023-01-003
 DEPED MALAYBALAY CITY DIVISION
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 By: *[Signature]*

UNNUMBERED MEMORANDUM

TO: SCHOOL GOVERNANCE AND OPERATIONS DIVISION

FROM: VICTORIA V. GAZO
 Schools Division Superintendent

DATE: January 6, 2023

SUBJECT: SGOD TRAINING OF TRAINERS FOR CONTINGENCY PLANNING

1. Pursuant to DepEd Order No. 37, s. 2015 re: The Comprehensive Disaster Risk Reduction and Management (DRRM) in Basic Education Framework, this Office shall conduct three-day training for contingency planning on January 10-12, 2023, at Loiza's Pavilion, Casisang, Malaybalay City. The activity aims to create a team from School Governance and Operations Division that will assist the Division DRRM Coordinator in providing technical assistance to schools in making their school-based contingency plans for various hazards. It also aims to equip the team with knowledge and skills on writing contingency plans for them to become effective in giving technical assistance.
2. Participants to this training are personnel from School Governance and Operations Divisions.
3. Meals and Snacks shall be charged against the downloaded fund from the Regional Office for the conduct of Contingency Planning with the letter of allotment number LAA-10-22-518 subject to usual accounting and auditing rules and regulations.
4. Should there be queries, contact Jimdandy S. Lucine, Project Development Officer II (DRRM), at 0917 115 6864.

Encl: None

Copy Furnished: Records Section | DRRM



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