



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

DM - 2023-04-140  
DEPED MALAYBALAY CITY DIVISION  
**RELEASED**  
APR 19 2023 Time: 8:44  
By: *[Signature]*

**Division MEMORANDUM**

No. 140, s. 2023

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD and CID  
School Heads of Public Elementary and Secondary Schools  
School DRRM Coordinators

**FROM:** *[Signature]* **ALIENA S. DAJAY, CESE**  
Asst. Schools Division Superintendent  
Officer-in-Charge, Office of the Schools Division Superintendent

**DATE:** April 18, 2023

**SUBJECT: AUGMENTATION OF SELECT MEMBERS OF SCHOOL DRRM TEAMS OF SCHOOLS USED AS BILLETING QUARTERS AND CONTEST VENUES FOR THE 2023 REGIONAL FESTIVAL OF TALENTS TO RENDER SERVICES BEYOND OFFICE HOURS ON APRIL 19-20, 2023 AND ON APRIL 21, 2023**

1. In the exigency of service, the members of the School DRRM Teams attached in this memorandum are enjoined to report to their respective schools from April 19 to 20, 2023 beyond office hours on rotational bases and on April 21, 2023, from 8:00 a.m. to 5:00 p.m. The schedule of their reporting shall be set and agreed by them.
2. Their task is to serve as Health and Safety Officers for RFOT participants housed in their schools. Specifically, they shall:
  - Ensure the safety of all RFOT participants housed in their schools,
  - Coordinate the health and/or safety needs of the participants to appropriate offices,
  - Report incidents to the Division through the Division DRRM Coordinator,
  - Report health-related incidents/illnesses to the School Health Section,
  - Ensure the presence of Barangay Public Safety Officers and Watchmen at night-time, and
  - Ensure that all participants are in the billeting quarters before 9:00 p.m.
3. These school personnel shall be entitled of service credits for teaching personnel and compensatory time off for non-teaching personnel, whichever is applicable, in accordance to DepEd Order No. 53, s. 2003 entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers and DepEd Order No. 30, s. 2016 entitled Policies and Guidelines on Overtime Services and Payment in the Department of Education.

Encl: As stated.

Copy Furnished: Records Section | DRRM



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246  
Email Address: malaybalay.city@deped.gov.ph



21 93 0060

Enclosure to Division Memorandum No. \_\_\_\_\_, s. 2023

**LIST OF SELECT MEMBERS OF SCHOOL DRRM TEAMS**

**A. Kalasungay CS**

- Genevieve P. Perino, School Head
- Jessie Bert Sulatan, School DRRM Coordinator
- Bendee Nancy Orlanda, Clinic In-charge Teacher

**B. Laguitas ES**

- Cynthia T. Berial, School Head
- Erwin P. Cabucos, School DRRM Coordinator
- Doris P. Comilang, Clinic In-charge Teacher

**C. Sumpung CS**

- Mary Fe C. Gumayao, School Head
- Ginalyn D. Rosita, School DRRM Coordinator
- Maria Rizza Japos, Clinic In-charge Teacher

**D. Casisang NHS**

- Rosabella B. Onipa, School Head
- Winly L. Pal, School DRRM Coordinator
- Yonilyn T. Piedad, Clinic In-charge Teacher

**E. Casisang IS**

- Narita T. Padua, School Head
- Elfie Joy P. Suico, School DRRM Coordinator
- Rhea E. Sali, Clinic In-charge Teacher

**F. Malaybalay City CS**

- Leny G. Ama, School Head
- Jennicylle Honey P. Serina, School DRRM Team
- Joycelyn G. Tan Nery, Clinic In-charge
- Liezelle L. Binayao, Clinic In-charge
- Kimberly Mae Ang, School DRRM Team Member
- Rejane Tanpungot, School DRRM Team Member
- Lariza Gonlivo, School DRRM Team Member
- Nova Marie Caga-anan, School DRRM Team Member

**G. BCT ES**

- Armand Anthony S. Valdez, School Head
- Ruina Joylit T. Cogling, School DRRM Coordinator
- Cherine M. Cruz, BCT ES

**H. Airport Village ES**

- Benjamin M. Buhawe, School Head
- Vivia Simene, School DRRM Coordinator
- Rosa M. Buhawe, Clinic In-charge Teacher

**I. Casisang SHS**

- John P. Rarogal, School Head
- Hendrex D. Vallente, School DRRM Coordinator
- Sheldon C. Brillo, Clinic In-charge Teacher

**J. San Jose ES**

- Raquel S. Ombayan, School Head
- Cheryl Jane C. Peñalosa, School DRRM Coordinator
- Maria Adoracion B. Florita, Clinic In-charge Teacher