



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON**

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January 6, 2025

**DIVISION MEMORANDUM**

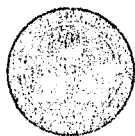
No. 08, s. 2025

**DIVISION ROLLOUT OF DRRM MODULES TO SCHOOL HEADS AND NEW  
DISTRICT/ALTERNATE DRRM COORDINATORS**

TO : Assistant Schools Division Superintendent  
SGOD and CID Chiefs  
Public Schools District Supervisors  
School Heads  
Division/District/School DRRM Coordinators and Alternate  
Sorsogon Division Association of DRRM Coordinators (SoDADCo)  
All others concerned

1. In 2016, the UNICEF supported the Disaster Risk Reduction and Management Service (DRRMS) in developing 23 DRRM modules to systematize capacity building for the DRRM coordinators across all levels including schools. The modules intend to standardize key and minimum messages and skills necessary for safe learning continuity and three pillars of resilience in the education sector.
2. In line with strengthening the DRRM capacity of the Department, the DRRMS has developed a DRRM Ladderized Capacity Building Program to ensure the competencies of the regional, division, district and school DRRM coordinators. The DRRM modules rollout is part of the continuing capacity building of schools on basic DRRM provided for school heads and new district DRRM coordinators and/or alternates.
3. Anent the foregoing, the DepEd Sorsogon Province Schools Division Office (SDO) will conduct the **Division Rollout of DRRM Modules to School Heads and New District/Alternate DRRM Coordinators**, a **live-in** activity at **Villa Isabel Hotel and Resort**, Sorsogon City. The list of participants, secretariat, project management team and resource persons are attached as Enclosure 1 and the matrix of activities is also provided as Enclosure 2.
4. The aforementioned activity will be conducted on the following schedule:

Batch 1 : January 14 to 17, 2025  
Batch 2 : January 21 to 24, 2025  
Batch 3 : February 4 to 7, 2025





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Batch 4 : February 11 to 14, 2025  
Batch 5 : February 25 to 28, 2025  
Batch 6 : March 4 to 7, 2025  
Batch 7 : March 11 to 14, 2025  
Batch 8 : March 18 to 21, 2025  
Batch 9 : March April 1 to 4, 2025


5. All participants are requested to bring their own laptops that will be used for the workshop. The participants are expected to adhere to strict implementation of punctuality and attendance. No proxy will be allowed however, considerations will be given only if a written permission is obtained from the PSDS and noted by the SDS. For details, please contact our Division DRRM Coordinator Joseph John J. Perez through his mobile numbers 0968-52-8888-6 or 0918-944-3656 and email address [josephjohnperez@deped.gov.ph](mailto:josephjohnperez@deped.gov.ph).
6. Travel and other incidental expenses relative to the conduct of this activity are chargeable against school/SDO MOOE/local funds subject to usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are desired.

  
**JOSE L. DONCILLO, CESO V**  
Schools Division Superintendent 

*sgod/socmobnet/jjp*

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**Enclosure 1: Participants to the Division Rollout of DRRM Modules to School Heads and New District/Alternate DRRM Coordinators**

<b>Batch 1: January 14 to 17, 2025 (63)</b>		
Gubat North (19)	Gubat South (30)	Sta. Magdalena (14)
<b>Batch 2 : January 21 to 24, 2025 (62)</b>		
Magallanes North (20)	Magallanes South (20)	Bulan I (22)
<b>Batch 3 : February 4 to 7, 2025 (62)</b>		
Barcelona (26)	Irosin (36)	
<b>Batch 4 : February 11 to 14, 2025 (62)</b>		
Matnog I (22)	Matnog II (22)	Bulan II (18)
<b>Batch 5 : February 25 to 28, 2025 (62)</b>		
Castilla East (27)	Pilar I (35)	
<b>Batch 6 : March 4 to 7, 2025 (64)</b>		
Donsol West (32)	Juban (32)	
<b>Batch 7 : March 11 to 14, 2025 (61)</b>		
Castilla West (28)	Pilar II (33)	
<b>Batch 8 : March 18 to 21, 2025 (72)</b>		
Bulusan (25)	Bulan IV (23)	Pto. Diaz (24)
<b>Batch 9 : March April 1 to 4, 2025 (70)</b>		
Donsol East (26)	Bulan III (19)	Casiguran (25)
<b>Secretariat/Project Management Team</b>		
SEPS SMME Leah Peran	SEPS HRTD Bernadette R. Bedis	
EPS II Ronald Esteves	EPS II Dodge E. Lagman	
Admin. Officer II Rosemarie Lisano	Nurses on Duty (2)	
<b>Resource Persons : Sorsogon Division Association of DRRM Coordinators (SoDADCo)</b>		
Joseph John J. Perez	Alan J. Ordoñez	Jose Ronel Beltran
Antenor Formanes	Marissa Salomon	Joel Alarcon
Joey Garcia	Jennylyn Amado	Raffy Habitan
Jason Estabaya	Cyril Esquierra	Adrian Lopez
Leo Bonita	Rodel Palles	Ralph Arthur Jarabejo
Benito Rodriguez	Save The Children Representatives	
<b>Officer/s of the Day</b>		
<b>Day 1 : Bernard Estrada/Ma. Riza Diño/Rosemarie Lisano</b>		
<b>Day 2 : Bernard Estrada/Ma. Riza Diño/Rosemarie Lisano</b>		
<b>Day 3 : Bernadette R. Bedis/ Dodge Lagman/Alan Ordoñez</b>		
<b>Day 4 : Joseph John J. Perez/Alan Ordoñez/Rosemarie Lisano</b>		

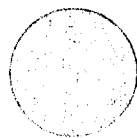


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**Enclosure 2 : ACTIVITY MATRIX**

<b>TIME</b>	<b>DAY 1</b>
8:00am - 9:00am	Arrival / Registration - Secretariat
9:00am - 9:30am	Opening Program Pambansang Awit/Oratio Imperata/Sorsogon March (AVP) Welcome Message Florencio P. Bermundo, Chief, SGOD Presentation of Participants Secretariat Keynote Message SDS Jose L. Doncillo, CESO V
9:30am - 10:00am	House Rules/Pre-test
10:00am - 10:15am	Health Break
10:15am - 12:00pm	Philippine Basic Education System - Rodel Palles
12:00am - 1:00pm	Lunch Break
1:00am - 2:00pm	International & National Foundations of DRRM in Education Sector - Jose Ronel Beltran
2:00pm - 3:45pm	DRRM, Climate Change Terminologies - Jason Estabaya
3:45pm - 4:45pm	DRRM In Comprehensive Education Framework - Jennylyn Amado
4:45pm - 5:00pm	Daily Evaluation/Administrative Announcements
5:00pm - onwards	Billeting/rest
<b>TIME</b>	<b>DAY 2</b>
7:30am - 8:00AM	Management of Learning
8:00am - 8:45 am	Inclusive and Child-Centered Education - Leo Bonita
8:45am - 9:30am	Understanding Peace and Conflict - Joseph John J. Perez
9:30am - 10:15am	Conflict-Sensitive Education - Joseph John J. Perez
10:15am - 12:00pm	Understanding Common Hazards - Antenor Formanes
12:00-1:00pm	Lunch Break
1:00 - 2:00pm	DRRM Mainstreaming in the Planning Cycle - Joey Garcia
2:00pm - 3:15pm	Education In Emergencies (EiE) - Cyril Esquierra
3:15pm - 4:45pm	Basic EiE Supplies and Logistics - Marissa Salomon
4:45pm - 5:00pm	Daily Evaluation/Administrative Announcements
<b>TIME</b>	<b>DAY 3</b>
7:30am - 8:00am	Management of Learning
8:00am - 10:00am	Temporary Learning Spaces - Raffy Habitan
10:00am - 12:00pm	Camp Management Guidelines for DepEd - Adrian Lopez
12:00pm - 1:00pm	Lunch Break
1:00pm - 3:00pm	Alternative Delivery Modes - Benito Rodriguez
3:00pm - 4:30pm	Resource Mobilization and Partnership - Ralph Arthur Jarabejo
4:30pm - 5:00pm	Daily Evaluation/Administrative Announcements
<b>TIME</b>	<b>DAY 4</b>
7:30am - 8:00am	Management of Learning
8:00am - 10:00am	An Overview of the Basic Training Design - Joel Alarcon
10:00am - 12:00pm	School-based DRRM - Save The Children & Alan Ordoñez
12:00pm - 1:00pm	Lunch Break



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1:00pm – 3:00pm	Information Management – Save the Children & Alan Ordoñez
3:00pm – 3:30pm	Course evaluation/post test
3:30pm – 4:00pm	Closing Program Impression per Group, Feedback from Training Team Awarding of Certificates Ways Forward



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