

Republic of the Philippines
Department of Education
CARAGA REGION
J. Rosales Avenue, Butuan City,
Agusan del Norte, Philippines, 8600



January 24, 2019



REGIONAL MEMORANDUM

No. 043, s. 2019

**2019 REGIONAL GAWAD KALASAG SEARCH FOR EXCELLENCE IN DRRM AND
HUMANITARIAN ASSISTANCE**

TO: Schools Division Superintendents
Division DRRM Coordinators
Heads, Public and Private Schools
This Region

1. This is to inform the Schools Division Offices and its schools that the 2019 Gawad KALASAG Search for DRRM Excellence and Humanitarian Assistance has already commenced.
2. Attached herewith are the detailed references of the said competition for guidance and information.
3. For any inquiries, the offices and schools may directly contact their provincial offices or the RDRRMC Secretariat thru landline telephone nos. (085) 342-8753/341-4015/341-8629 or E-mail Add: civildefensecaraga@gmail.com.
4. For immediate dissemination.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

ESSD/mpb
01/24/2019

DCC No.

DepEd-RO13-F-PAU-001

Document Tracking No.

01-1243



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Republic of the Philippines
REGIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL
REGIONAL DISASTER RISK REDUCTION AND MANAGEMENT CENTER
Caraga Region

109 T. Calo Extension, Butuan City
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January 24, 2019

DR. FRANCIS CESAR B. BRINGAS, CESO IV
Regional Director
Department of Education
Caraga Region
Butuan City

Dear Director Bringas,

This is to inform you that the 2019 Regional Gawad KALASAG Search for Excellence in DRRM and Humanitarian Assistance has officially commenced.

As member of the Regional Selection Committee (RSC) for Gawad KALASAG, **we would like to request your agency to enjoin all Schools in the region to participate in this annual search for honoring best practices.** The categories of award for schools include:

- Public Elementary and High School
 - ① Urban
 - ② Rural
- Private Elementary and High School
 - ① Urban
 - ② Rural

The schedules of activities for this year's search are as follows:

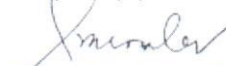
Activity	Date	Remarks
1) Orientation-Workshop for RSC and Provincial Selection Committees (PSCs)	March 6, 2019	Possible adjustments/ changes to these schedules once the new guidelines have been issued by the National Selection Committee (NSC) for Gawad KALASAG. Rest assured that we will notify you with these changes.
2) Submission of Provincial Entries to the RSC	April 26, 2019	
3) RSC Desk-top Evaluation of Entries	May 15-16, 2019	
4) RSC Actual/Field Validation	May 20-27, 2019	
5) RSC Final Assessment of Entries	June 4-5, 2019	
6) Submission/Endorsement of Regional Nominees to the National Selection Committee (NSC)	June 13, 2019	
7) Awarding of 2018 Regional Gawad KALASAG Winners during the NDRM Culmination Program	July 31, 2019	

As agreed procedure, the official entries shall be endorsed by the Provincial Selection Committees (PSCs) as their provincial winners after having undergone the screening and assessment process.

Further, please be advised that the Revised Guidelines for the 2019 Gawad KALASAG Search will be disseminated once issued by NDRRMC. Enclosed is the 2018 Gawad KALASAG Tool Kit (Guidance Notes and Checklists) for Schools Category.

Thank you for your continued support.

Very truly yours,



DIR. LIZA R. MAZO

Chairperson, RDRRMC and
RSC for Gawad KALASAG 2018
Regional Director, OCD



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Memorandum

No. 3 s. 2019

To: **Chairpersons, Provincial/City/Municipal DRRM Councils**
Chairpersons, Barangay DRRM Committees
All RDRRMC Members

From: The RDRRMC Chairperson

Subject: **Commencement of the 2019 Caraga Regional Gawad KALASAG Search for Excellence in DRRM and Humanitarian Assistance**

Date: January 24, 2019

Reference: NDRRMC Memorandum 2018 re: Revised Guidelines on the Gawad KALASAG Search for Excellence in DRRM and Humanitarian Assistance

- 1) The Caraga Regional Disaster Risk Reduction and Management Council (RDRRMC) has officially commenced the 2019 Regional Gawad KALASAG Search for Excellence in DRRM and Humanitarian Assistance;
- 2) In this light, the RDRRMC through its Regional Selection Committee (RSC) for Gawad KALASAG has initiated preparatory activities for the selection process in anticipation of NDRRMC's issuance of the revised guidelines for this year's search;
- 3) All concerned stakeholders in the region are enjoined to participate in the following categories:
 - Local DRRMCs (Provincial/City/Municipal DRRM Councils);
 - Barangay DRRM Committees (Urban/Rural);
 - Schools (Public/Private Elementary and High School);
 - Higher Education Institutions (State Universities, Colleges and Private Institutions for Higher Learning)
 - Hospitals (National Government/LGU/Government Specialty);
 - Civil Society Organizations;
 - People's Organizations;
 - Volunteer Organizations;
 - Private Organizations;
 - Government Emergency Response Management (GEMs);
 - Early Learning Center (Urban and Rural);
 - Heroic Act of Individuals/Groups in providing Humanitarian Assistance (Living/Posthumous); and
 - Special Recognition Awards (Private Business/Corporate, Private Hospitals, Local Government Emergency Management and Response Teams, other special recognition awards)

- 4) The schedule of activities for this year's search are as follows:

Activity	Date	Remarks
1) Orientation-Workshop for RSC and Provincial Selection Committees (PSCs)	March 6, 2019	Possible adjustments/changes to these schedules once the new guidelines have been issued by the National Selection Committee (NSC) for Gawad KALASAG. Rest assured that we will notify you with these changes.
2) Submission of Provincial Entries to the RSC	April 26, 2019	
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Activity	Date	Remarks
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- 5) The Provincial Selection Committees (PSCs) are advised to commence the assessment and selection process for this year's Gawad KALASAG search at the local level. Please be reminded that official entries shall be endorsed by the PSC as their provincial winners after having undergone the screening and assessment process;
- 6) Further, please be advised that the Revised Guidelines for the 2019 Gawad KALASAG Search will be disseminated once issued by NDRRMC. Enclosed is the 2018 Gawad KALASAG Tool Kit (Guidance Notes and Checklists) for the various categories of award;
- 7) For queries and concerns, the RDRRMC Secretariat can be reached at 0921-719-4209 or at (085) 341-4015 or and at civildefensecaraga@gmail.com;
- 8) For reference and guidance.


DIR. LIZA R. MAZO
 Chairperson, RDRRMC
 Regional Director, OCD



NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

National Disaster Risk Reduction and Management Center, Camp General Emilio Aguinaldo, Quezon City, Philippines

Comprehensive School Safety Checklist Primary and Secondary Schools Category Gawad KALASAG CY 2018 NDRRMC Department of Education

School Category, levels and classification:

Public School	Elementary
Private School	High School

Name of School:	Legislative District:
School ID:	Province:
Division:	School District:
Region:	Date Visited/Inspected:
School Address:	

	CRITERIA	YES	NO	Points	Remarks/ Recommendation
	ENABLING ENVIRONMENT			23	
1	Adopted/Adapted/localized at least 3 existing policies relating to DRRM/Climate Change Adaptation (CCA)/ in education/school safety			3	
2	Formed School DRRM Team, with a focal person and consisting of personnel from different offices; with defined membership and roles and responsibilities/functions			2	
3	Has a comprehensive School DRRM Plan, which includes CCA and Education in Emergencies (EiE) measures, covering risk assessment, risk reduction, and rehabilitation and recovery			1	
4	School budget supports regular DRRM activities			2	
5	Conducted student-led school watching and hazard mapping (DO 23 s 2015), and involved students in DRRM planning			2	
6	Incorporated results of student-led school watching and hazard mapping in the School DRRM Plan and School			4	

	Improvement Plan (SIP)				
7	Data collection and consolidation of programs and activities on DRRM, covering the 3 Pillars to monitor results and impact exist			2	
8	Rapid Assessment of Damages Report (RADAR) is submitted to Central Office, within 72 hours after the onslaught of a hazard in the area			3	
9	100% completion of DRR-related questions in the Education Management Information System (EMIS)/ Enhanced Basic Education Information System (EBEIS)			2	
10	School has partnerships that could be tapped to support its DRRM programs and activities, including those during after a disaster			2	

	Pillar 1: Safe Learning Facilities			35	
1	School building/classroom components are according to DepEd and/or National Building Code approved standard design and specifications (see criteria and checklist for Pillar 1, No. 1, for corresponding points)			29	
2	School conducted risk assessment of buildings, in coordination with the Education Facilities Division, and with support of other agencies and partners			2	
3	School has taken appropriate action with respect to unsafe school buildings (e.g. upgraded/retrofitted, non-usage, etc.)			2	
4	Undertaken regular inspection and repair of minor classroom (including facilities) damages			1	
5	School Heads are clear with the roles and functions of the school in camp management vis-à-vis the LGU and DSWD as per Joint Memorandum Circular No. 1, series of 2013 "Guidelines on Evacuation Center Coordination and Management" and RA 10821 "Children's Emergency Relief and Protection Act" and its corresponding IRR			1	

	Pillar 2: School Disaster Risk Management			30	
1	School has a Contingency Plan, i.e. Preparedness Plan turned into response actions when a disaster strikes			3	
2	80% of students and their families have			3	

	accomplished the Family Preparedness Plan together (family evacuation, reunification), as per DO No. 27, series of 2015					
3	School has established a school personnel and learners tracking system/protocol in the event of a disaster or emergency			2		
4	Hazard and evacuation maps are located in conspicuous places in the school			1		
5	School has available, accessible, and adequate first aid kit in every instructional classroom			1		
6	School has at least 2 necessary and functioning equipment, in case of a disaster (e.g. fire extinguisher, handheld/base radio, generator, etc.)			1		
7	School conducted regular hazard-specific drills (at least 3 hazards) with participation of stakeholders (BFP, Medic, LGUs, NGOs, community, PTA, alumni, and others)			3		
8	School has established functional early warning system to inform students and personnel of hazards and emergencies (protocol, warning signs, devices, IEC), considering national and LGU warning systems and protocols			2		
9	School has trained personnel to administer first aid to students and personnel			1		
10	School has pre-identified spaces for putting up Temporary Learning spaces/Shelters in the aftermath of a disaster or emergency			1		
11	School has ready resumption strategies and alternative delivery modes to ensure education continuity (strategies, materials, focal persons to implement)			2		
12	School has psychosocial interventions for personnel and students			1		
13	School has trained teachers and other personnel who could provide psychosocial support to students			1		
14	School has an evacuation plan and procedures			2		
15	School has a student-family reunification plan that is clearly disseminated to students, teachers, and parents			2		
16	School has conducted awareness and capacity building for families and learners			3		
17	School participated in the different DRRM/CCA/EiE activities of the LGU			1		
	Pillar 3: DRR in Education			12		

	School has integrated key DRRM/CCA/EiE concepts in at least 4 subjects based on the National Curriculum Guide			5		
2	More than 75% of students are actively participating in various DRRM/CCA/EiE activities			1		
3	School has a DRRM/CCA/EiE capacity building plan for teachers and personnel			1		
4	School Head and personnel have received at least 3 DRRM/CCA/EiE trainings from division or region or partners			3		
5	At least more than 10 DRRM/CCA/EiE resource materials are available in the school			1		
6	Presence of DRRM corner, with updated IEC materials posted in it, in every classroom			1		

TOTAL POINT SCORE: _____

Summary Sheet

Criteria for Checking	MAX. SCORE	ACTUAL SCORE	Remarks, Recommendations and Suggestions
I. ENABLING ENVIRONMENT	23		
II. PILLAR 1: SAFE LEARNING FACILITIES	35		
III. PILLAR 2: SCHOOL DISASTER RISK MANAGEMENT	30		
IV. PILLAR 3: DRR IN EDUCATION	12		
TOTAL	100		

Adjectival Rating	Percentage
Excellent	91-100%
Very Good	81-90%
Good	71-80%
Needs Improvement	61-70%

Validated by:

Name:	
Position:	
Agency:	
Date:	