



Republic of the Philippines
DEPARTMENT OF EDUCATION
Caraga Region XIII
Butuan City



June 18, 2018

REGIONAL MEMORANDUM

No. 318 s., 2018



**2018 NATIONAL DRRM MIDTERM EVALUATION AND PLANNING WORKSHOP
AND BASIC PHOTOGRAPHY SESSIONS**

To: **Schools Division Superintendents**
Division DRRM Coordinators
This Region

1. Attached herewith is the memorandum from DRRMS-CO regarding the upcoming **Midterm Evaluation and Planning Workshop and Basic Photography Sessions** on **July 10-13, 2018** (exclusive of travel time) in Negros Occidental. The exact venue will be communicated once finalized.
2. In this light, all Regional and Division DRRM Coordinators are required to attend the activity. Participants are to prepare their a) DRRM Accomplishment Report for the 1st half of the year as well as the b) approved DRRM Plans for the next second half using the prescribed template which will be emailed to respective division coordinators for reference. The report must be submitted to the region for consolidation on **June 22, 2018**.
3. Participants are also requested to bring individual laptop, extension cord and mobile phone with camera for the photography sessions. Attached herewith is the memorandum for reference.
4. Traveling and other allowable expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
4. To confirm attendance, email the filled-up confirmation slip herewith attached to drmo@deped.gov.ph and filling-up the online confirmation link bit.ly/2018MEPCConfirmationSheet on or June 22, 2018.
5. For other concern, contact Ms. Brenda San Joaquin or Ms. Jo Anne Acaso of DRRMS thru landline no. (02) 637-4933 or via email: drmo@deped.gov.ph.
6. Immediate dissemination of and compliance with this memorandum are highly desired.


BEATRIZ G. TORNO, Ph. D., CESO IV
Regional Director



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

MEMORANDUM
01 June 2018

For: ARMM Regional Secretary
All Regional Directors
All Schools Division Superintendent

Subject: **2018 National DRRM Midterm Evaluation and Planning Workshop and Basic Photography Sessions**

Relative to the on-going implementation of Disaster Risk Reduction and Management (DRRM), Climate Change Adaptation (CCA) and Education in Emergency (EiE) related programs, projects and activities (PPAs) of the Department of Education (DepEd), the Disaster Risk Reduction and Management Service (DRRMS) shall conduct the **2018 National DRRM Midterm Evaluation and Planning Workshop** with the following objectives:

- Review and assess the status of implementation of the PPAs targeted on the first half of 2018;
- Discuss the issues, concerns and bottlenecks encountered in the implementation of PPAs; and
- Revisit and discuss the 2018 DRRMS Plan, Region and Division DRRM Plans for the second half of 2018.

Moreover, the workshop will have a portion on **Basic Photography Sessions** to capacitate and enhance the abilities of DRRM Coordinators on taking photos of DRRM, CCA and EiE-related activities which is fundamental in proper documentation, report preparation and presentation.

In this light, **all Regional and Division DRRM Coordinators are required to attend** the aforementioned event which will be held in **Negros Occidental** (exact venue to be announced) on **July 10-13, 2018** exclusive of travel time. Participants are requested to confirm their attendance by accomplishing the attached confirmation slip (See Annex A) and filling-up the online confirmation in this link: bit.ly/2018MEPConfirmationSheet **on or before 22 June 2018** for registration and accommodation purposes.

Office of the Undersecretary for Administration

(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/ School Buildings)
Department of Education, Central Office, Meralco Avenue, Pasig City
Room 519, Mabini Building; Mobile: +639260320762; Landline: +6326337203, +6326376207

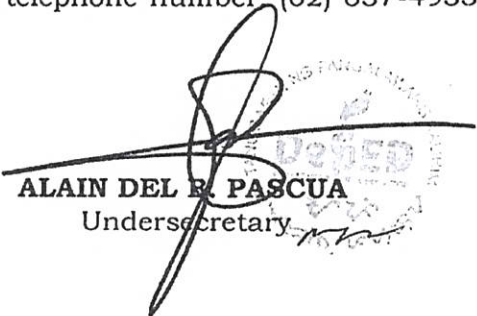
In preparation for the workshop, the following must be prepared:

1. Division DRRM Accomplishment Reports for the first half of 2018 using the template indicated in Annex B.
2. Consolidated Regional DRRM Accomplishment Reports using the template indicated in Annex C.
3. Approved 2018 Region and Division DRRM Plans.
4. Individual laptop, extension cord and mobile phone with camera needed for the evaluation and planning and photography sessions.

Board and lodging will be shouldered by DepEd DRRMS while traveling and other allowable expenses related to the conduct of the said activity shall be charged against local funds subject to usual accounting and auditing rules and regulations.

For questions, you may directly communicate with Ms. Brenda San Joaquin and Ms. Jo Anne Acaso of DRRMS at telephone number: (02) 637-4933 or 637-4606 or email at drmo@deped.gov.ph.

For immediate and appropriate action.


ALAIN DEL R. PASCUA
Undersecretary

CONFIRMATION SHEET

Please fill-up the attached Confirmation Sheet and kindly send it to telefax number (02) 637-4933 or email to drmo@deped.gov.ph as this will serve as confirmation of your participation to the 2018 DRRM Midterm Evaluation, and Planning Workshop.

The confirmation sheet should be sent one (1) week before the date of the MEP or earlier.

For further inquiries and/or clarification, you may contact Ms. Jo Anne Acaso/Brenda San Joaquin through telefax number (02) 637-4933 or 637-4606.

Thank you very much!



REPUBLIC OF THE PHILIPPINES DEPARTMENT OF EDUCATION DISASTER RISK REDUCTION AND MANAGEMENT SERVICE

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2018 DRRM NATIONAL MIDTERM EVALUATION AND PLANNING (MEP) CONFIRMATION SHEET

First Name	
Middle Name	
Last Name	
Nick Name	
Gender	
Position Title	
Region/Division Office	
Flight/Travel Details (Specific date and time of arrival and departure)	
Dietary Restriction/s	
Mobile Number	
E-mail Address	
Signature	

Note: Please fill-up the form above legibly and send a signed copy on or before assigned confirmation dates through fax number (02) 637-4933 or email to drmo@deped.gov.ph.