



Republic of the Philippines
Department of Education
CARAGA REGION

FEBRUARY 9, 2026

REGIONAL MEMORANDUM

No. **0134**, s. 2026

To: Schools Division Superintendents
All Others Concerned

DRRM COORDINATION MEETING AND FINANCIAL PLANNING

1. In line with the Central Office directives regarding the download of FY 2026 Disaster Preparedness and Response Program (DPRP) Funds, the Disaster Risk Reduction and Management (DRRM) Unit will conduct the 1st Quarter DRRM Coordination Meeting-cum-FY 2026 Work and Financial Planning on **February 17-19, 2026**, in Siargao (Specific venue to follow pending procurement completion).
2. The three-day session seeks to
 - a. Synchronize the Regional and Division disaster response priorities for FY 2026.
 - b. Draft and finalize the Work and Financial Plan (WFP) and Project Procurement Management Plan (PPMP) specifically for the downloaded DPRP Funds.
 - c. Establish monitoring and evaluation (M&E) mechanisms to track the utilization and liquidation of funds in accordance with COA and DepEd guidelines.
3. The participants in the activities are the Regional and Division DRRM Coordinators and Administrative Support II (CoS). The program of activities is set as

Date	Activities	Participants
February 17, 2026		
8:00AM	Arrival/registration	
10:00AM	Opening Program	Regional/Division DRRMCs and AS II
11:00AM-5:00PM	Break out 1: Orientation on Comprehensive DRRM in Basic Education Framework	Administrative Support II (CoS)
	Break out 2: Pework for the FY 2026 DPRP Funds WFP	Division DRRM Coordinators
February 18, 2026		
9:00AM-12:00PM	1 st Quarter DRRM Coordination Meeting - FY 2025 Fund Utilization Reporting and Highlights of Accomplishments per SDO - Orientation on FY 2026 DPRP Fund Utilization Guidelines	Regional/Division DRRMCs and AS II
1:00-5:00PM	Workshop on FY 2026 DPRP Work and Financial Planning	Regional/Division DRRMCs and AS II



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Date	Activities	Participants
February 19, 2026		
9:00am-12:00PM	Presentation of RO/SDO Calendar of Activities and WFP-vis-à-vis the DRRM KRAs	Regional/Division DRRMCs
1:00-5:00PM	Workshop on the Crafting of the AS II/TA I IPCRF and presentation of Output/Orientation on TA I TOR	Regional/Division DRRMCs and AS II
February 20, 2026	Departure	

4. All participants are required to bring their laptops, extension wires, updated inventory reports, and proposed project proposals for their respective offices.
5. Travel allowance and other allowable expenses incurred by the participants will be charged against the DPRP or local funds/MOOE subject to the accounting and auditing rules and regulations.
6. For dissemination.

MARIA INES C. ASUNCION

Director IV
Regional Director

Encl.: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

CALAMITY SAFETY EDUCATION WORKSHOPS

ESSD/mpb
02/04/2026