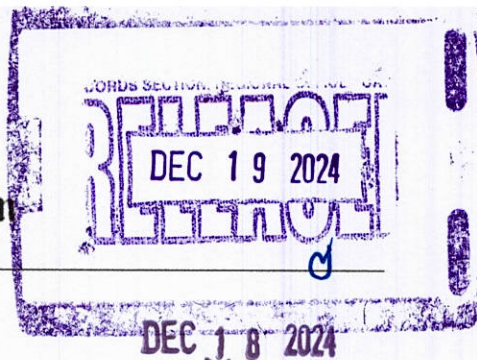




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM

No. **147**, s. 2024

To: Schools Division Superintendents
Division DRRM Coordinators
All Others Concerned

ACTIVATION OF THE REGIONAL AND DIVISION DRRM TEAMS AND
SUBMISSION OF SITUATIONAL REPORT IN RELATION TO THE
EFFECTS OF TROPICAL DEPRESSION “QUERUBIN”

1. In accordance with DepEd Order No. 21, s. 2025, or the “Disaster Risk Reduction and Management Coordination and Information Management Protocol” and the DepEd Order No. 44, s. 2018 or the “Formation of the Department of Education Disaster Risk Reduction and Management Team in the Central Office”, this office hereby directs the **Activation of the Division DRRM Teams or the Emergency Operation Center (OpCen) in relation to the effects of Tropical Depression “Querubin”**.
2. This activation is parallel with the provisions under DepEd Order No. 33, s. 2021, or the “School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and Other Weather-related Disturbances and Calamities.
3. The following are the immediate actions to be taken:
 - a. All Division DRRM Teams or Emergency Operations Center (EOC) are to be fully activated within their respective areas of responsibility (AOR). The teams shall oversee the preparation, planning, and implementation of all Disaster Response and Early Recovery-related activities in case of a potential tropical cyclone response work, Saturdays, Sundays, and Holidays included.
 - b. All DRRM Teams or EOCs must immediately assess and review the response plans in coordination with local government units (LGUs) and partner agencies. Regular monitoring of risks, hazards, and vulnerabilities should ensure readiness and resilience at all levels.
 - c. All School DRRM Teams or EOCs should provide rapid assessment reports through the use of the Rapid Assessment of Damages Report (RADaR) app or equivalent reporting mechanism within 72 hours in the aftermath of the tropical cyclone.
4. Further, all field offices are instructed to submit a situational report on a daily basis which will be submitted by the Regional DRRM Coordinator to CO-DRRMS every 9:00 a.m. of the following day. Initial reports shall consist of the following elements:



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Trunkline No: (082) 225-1151
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Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 2



- Date of suspension and resumption of in-person classes
- List of schools used as Evacuation Centers (EC) with details on date of encampment, decampment, number of classrooms used, number of adults and learners, and the number of males and females inside the ECs.
- List of schools with flooding and landslides
- List of identified needs of the learners
- List of identified needs of personnel
- Response activities and actions taken
- Ways forward to include the plans for recovery such as the conduct of make-up classes and implementation of Alternative Delivery Mode (ADM)

5. For the regional consolidation, all schools shall provide report through the Google form: <https://forms.gle/1E99qVV8vyVxVkQZA>. Same link is already posted in the official group chat of the Division Coordinators.

6. All Situational Reports should be submitted to the respective LGUs by the Division DRRM Coordinators and to the Regional Office of Civil Defense by the Regional DRRM Coordinators, respectively.

7. In adherence to the provisions stipulated in DepEd Order No. 30, s. 2016, which ensures the welfare and compensation of personnel assigned to emergency response duties, all members of the DRRM Teams or EOC who worked during response and recovery operations are entitled to claim overtime pay, compensatory time-off, or service credits, and other benefits, whichever is applicable, based on the existing Accounting and Auditing rules and regulations.

8. Attached herewith is the Memorandum no. 12-17-2024-0001 for complete reference of the field offices. All DRRM Teams or EOC will be activated effective immediately and will remain activated until lifted by the Regional Director and the Schools Division Superintendent.

9. For compliance.

MARIA INES C. ASUNCION, CESO IV
Director IV
Office of the Regional Director

Encl.: As stated

Reference: Memorandum no. 12-17-2024-0001

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

CALAMITY SAFETY EDUCATION REPORTS

ESSD/mpb
12/18/2024



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Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	2 of 2





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
DISASTER RISK REDUCTION AND MANAGEMENT SERVICE
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Email Address: drrms@deped.gov.ph



MEMORANDUM

No: 12-17-2024-0001

FOR : ALL Bureau/Service/Regional Directors
ALL Schools Division Superintendents
ALL Public Schools District Supervisors
ALL ESSD and SGOD Chiefs
ALL Regional and Division DRRM Coordinators
ALL DepEd Central Office Quick Response and Recovery Team
(QRRT) Members or Emergency Operation Center (EOC)

FROM : 
NENNETH ESPLANA-ALAMA
Director IV, Disaster Risk Reduction & Management Service

SUBJECT : ACTIVATION OF THE CENTRAL, REGIONAL, AND DIVISION DRRM
TEAMS IN RELATION TO THE EFFECTS OF TROPICAL DEPRESSION
"QUERUBIN"

DATE : December 17, 2024

In accordance with the DepEd Order No. 21, s. 2015 or the "Disaster Risk Reduction and Management Coordination and Information Management Protocol" and the DepEd Order No. 44, s. 2018 or the "Formation of the Department of Education Disaster Risk Reduction and Management Team in the Central Office," **the Disaster Risk Reduction and Management Service (DRRMS) hereby directs the activation of the Regional and Division Disaster Risk Reduction and Management (DRRM) Teams or Emergency Operation Center (EOC) in relation to the effects of Tropical Depression Querubin.** This activation is parallel with the provisions under DepEd Order No. 33, s. 2021 or the "School-based Disaster Preparedness and Response Measures for Tropical Cyclones, Flooding, and Other Weather-related Disturbances and Calamities."

The following are the immediate actions to be taken:

1. All Regional and Division DRRM Teams or Emergency Operations Center (EOC) are to be fully activated within their respective areas of responsibility (AOR). The teams shall oversee the preparation, planning, and implementation of all Disaster Response and Early Recovery-related activities in case of a potential tropical cyclone response work, Saturdays, Sundays, and Holidays included.
2. All DRRM Teams or EOCs must immediately assess and review the response plans in coordination with local government units (LGUs) and partner agencies. Regular



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monitoring of risks, hazards, and vulnerabilities should ensure readiness and resilience at all levels. All School DRRM Teams or EOCs should provide rapid assessment reports through the use of the Rapid Assessment of Damages Report (RADaR) app or equivalent reporting mechanism within 72 hours in the aftermath of the tropical cyclone.

3. All Regional and Division Offices are directed to submit regular Situation Reports every day no later than 9:00 AM, covering the following essential elements of information:
 - a. Date of suspension and resumption of in-person classes (per city or municipality)
 - b. List of schools used as evacuation centers (EC) with the following information:
 - i. date of encampment and decampment
 - ii. number of classrooms used as EC
 - iii. number of adults and learners inside the EC
 - iv. number of males and females inside the EC
 - c. List of schools with flooding and landslide
 - d. List of identified needs of learners
 - e. List of identified needs of personnel
 - f. Response activities and actions taken
 - g. Ways forward – to include plans for learning recovery like the conduct of make-up classes (include the target start date of implementation) and Alternative Delivery Mode (include the target start date of implementation)
4. All Situation reports should be submitted to the respective LGUs by the Division DRRM Coordinators and to the Regional Office of Civil Defense by Regional DRRM Coordinators, respectively.
5. All team members are required to maintain open lines of communication. Use the designated communication channels for updates and urgent reports.
6. All regional and division DRRM Teams or EOCs should ensure the effective conduct of Psychological First Aid using the Psychosocial Activity Pack (PSAP) distributed by the DRRMS upon the first 2 weeks of resumption of in-person classes (preferably every day on the first hour before the start of formal classes).

In adherence to the provisions stipulated in DepEd Order No. 30, s. 2016, which ensures the welfare and compensation of personnel assigned to emergency response duties, all members of the DRRM Teams or EOC who worked during response and recovery operations are entitled to claim overtime pay, compensatory time-off, or service credits, and other benefits, whichever is applicable, based on the existing Accounting and Auditing rules and regulations.

For questions and clarifications, you may contact Mr. David Paul Mendoza, Technical Assistant II via email at drmo@deped.gov.ph or via Viber at 09453793716.

All DRRM Teams or EOC will be activated effective immediately and will remain activated until lifted by the Regional Director and the Schools Division Superintendent.

For information and appropriate action.



RDRRMC Memorandum Circular
No. 59 s. 2024

To : Chairpersons, Provincial/City/Municipal DRRM Councils and
Barangay DRRM Committees
All Concerned RDRRMC Member Agencies

From : Officer-In-Charge, OCD Caraga/Acting Chairperson, RDRRMC

Subject : **MINIMUM PREPAREDNESS CHECKLIST FOR TC "QUERUBIN" and
SHEAR LINE AFFECTING CARAGA REGION**

Date : December 17, 2024

1) References:

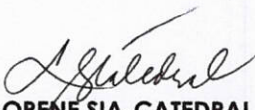
- Minutes of the Caraga RDRRMC Pre-Disaster Risk Assessment (PDRA) Meeting on December 17, 2024 at 3:00 PM via video teleconference;
- PAGASA Weather Advisory No.5 for Low Pressure Area and Shearline issued on December 17, 2024 at 11:00 AM.
- PAGASA Weather Advisory No.6 for TC "QUERUBIN" and Shearline issued on December 17, 2024 at 05:00 PM;
- Tropical Cyclone Bulletin # 1 issued December 17, 2024, 5:00 PM: *"The Low Pressure Area over the East of Mindanao has developed Into Tropical Depression "Querubin."*

2) In light of the current weather systems affecting the region, all Local DRRM Councils and RDRRMC member-agencies are advised to implement preparedness actions according to the attached minimum preparedness checklist. The checklist serves as a guide for preparedness measures for the national, regional and local DRRM Councils based on updates on the hazard situation and risk levels at the area of responsibility;

3) Also, all concerned are requested to submit reports on situation updates including preparedness measures and actions taken in response to the said weather systems to the RDRRMC Operations Center (RDRRMOC) on or before December 18, 2024 via email at civildefensecaraga@gmail.com for consolidation and subsequent submission to National Disaster Risk Reduction and Management Operations Center (NDRRMOC);

4) Furthermore, all concerned are requested to ensure the immediate and widest dissemination of this memorandum to their respective regional and local counterparts in their area of responsibility/operations;

5) For guidance and compliance.


LORENE SIA-CATEDRAL
Officer-In-Charge, OCD
Acting Chairperson, RDRRMC

Minimum Preparedness Checklist

National	Regional
The following actions represent the preparedness measures that shall be undertaken by the National, Regional and Local DRRMCs based on the respective assessment relative to the event. Additional directives or measures may be introduced as deemed necessary by the DRRMC member-agencies / attendees during the PDRA Meeting.	
• Full activation of national response teams including search and rescue units, health personnel, and volunteers ready for immediate deployment / support to the affected or requesting region • Prepositioning of emergency response teams and equipment to areas expected to be affected by the disaster. • Establishing communication networks for quick information dissemination and coordination among national responders. • Coordination with national agencies and partner organizations for additional support if the situation escalates. • NDRRMOC on RED ALERT • NDRRMOC on BLUE ALERT • Heightened monitoring • Prepositioning of resources, rescue equipment, and personnel ready for deployment to support affected /requesting region. • Implementation/conduct preemptive evacuation of communities in high-risk areas if necessary, through concerned agencies and RDRRMOCs • Regular updates to the public on the status of the threat and instructions for further action. • Heightened monitoring. • Constant monitoring of weather reports and hazard information from relevant agencies • Dissemination of advisories to stakeholders and the public. • Inventory check of available resources such as food, water, and emergency supplies. • Continued close coordination with key agencies (e.g., military, police, health services) for possible mobilization if needed. • Public awareness campaigns to remind people of safety protocols and preparedness tips through concerned agencies. • Identify alternate supply routes for delivery of essential supplies • Activate appropriate response cluster	• Where necessary, ensure concerned LGUs conducted preemptive evacuations, especially in flood-prone or landslide-prone areas. • Intensify provision of warnings and instructions to the public through all available channels. Emphasize safety measures and evacuation procedures. • Maintain full coordination with the national level for additional resources and support. • Ensure evacuation centers are fully operational, with necessary supplies, medical services, and personnel in place. • RDRRMOC on RED ALERT • RDRRMOC on BLUE ALERT • Heightened monitoring • Mobilize/preposition resources to strategic locations. • Regional and local EOCs are partially or fully activated to ensure readiness for potential activation. • Coordination with LGUs for possible evacuations. • Intensify sending of advisories to at-risk populations, detailing potential evacuation timelines and safety protocols. • Ensure communication systems between national, regional, and local DRRMCs are fully functional. • Ensure the logistics and transportation plans for rapid mobilization of resources are in place. • Continuous monitoring of weather advisories, earthquake bulletins, or other early warning signals. Agencies track potential hazards. • Convene initial meetings with relevant agencies to discuss potential risks and preparations. • Check the availability of resources such as relief supplies, personnel, and equipment. • Coordinate immediately the results of the PDRA to the P/C/L DRRMOs and LCEs. • Identify alternate supply routes for delivery of essential supplies • In tandem with RD DILG, directly communicate/coordinate with Governors and HUC Mayors in AORs. • Directly communicate/coordinate with AFP division commanders to identify appropriate landing zones/drop zones, and temporary evacuation areas within respective AORs. • Activate appropriate response cluster
• For LDRRMOCs- Implement Operation LISTO: Disaster Preparedness Manual (Critical Preparedness Action)	