



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

11 November 2025

DIVISION MEMORANDUM

No: 930, s. 2025

**CONDUCT OF CAPACITY BUILDING ON DISASTER RISK REDUCTION AND
MANAGEMENT (DRRM) FUNDAMENTAL AND TECHNICAL SKILLS**

To: Public Schools District Supervisors
Division DRRM Officer
Public Elementary and Secondary School Heads
Public School DRRM Coordinators
Identified Project Development Officers
Identified Administrative Officers
All Others Concerned

1. In line with the Department of Education's (DepEd) commitment to ensuring the safety and well-being of learners and school communities, and pursuant to DepEd Order No. 37, s.2025 titled *The Comprehensive Disaster Risk Reduction and Management (DRRM) in Education Framework*, this division through its Disaster Risk Reduction and Management Service will conduct the Capacity Building on Disaster Risk Reduction and Management (DRRM) Fundamental and Technical Skills to enhance knowledge and skills of school personnel in disaster preparedness and response on **November 23-26, 2025**, at a **venue to be announced in a separate memorandum**.

2. The activity aims to:

- Equip school personnel with essential fundamental and technical knowledge and skills on disaster risk reduction and management principles;
- Enhance the capacity of participants in developing and implementing School DRRM plans and;
- Foster a culture of safety and resilience within the school.

3. The activity shall be participated by designated School DRRM Coordinators, identified Project Development Officers, identified Administrative Officers, and facilitators.

4. Please see attached **List of Participants** (Enclosure A).



Republic of the Philippines

Department of Education

Region VIII

SCHOOLS DIVISION OF TACLOBAN CITY

6. Moreover, this Office would like to reiterate that all participating school-based personnel should secure their own Travel Authority.
7. Expenses incurred relative to the conduct of activity shall be charged to DPRP Funds and expense incurred for the attendance of the participants shall be charged to Local Funds/School MOOE, subject to the existing accounting and auditing rules and regulations.
8. For any concerns, kindly communicate with the Crisvill M. Villamor – Division DRRM, Health & Safety Officer at Contact No. 09085564721 or email add: crisvill.villamor@deped.gov.ph.
9. Immediate dissemination of and compliance with this memorandum are desired.

for: me
SHERLITA A. PALMA, EdD, CESO VI
OIC-Schools Division Superintendent

S.O. # 412, S. 2025

11/17/25



RELEASED

2:58 pm

Signature: *[Signature]*