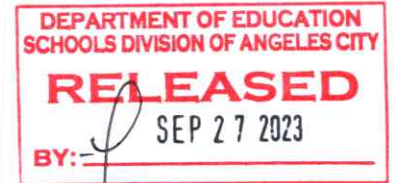




Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF ANGELES CITY



27 Sep 2023

DIVISION MEMORANDUM

No. 346 , s. 2023

**WRITESHOP ON THE
ENHANCEMENT OF THE SCHOOL CONTINGENCY PLANS**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Heads, Public Elementary and Secondary Schools
All Concerned Units

1. The Division of Angeles City mandates all public schools to conduct a **Writeshop on the Enhancement of the School Contingency Plans** between **September 27-November 3, 2023** at their respective schools.
2. In this regard, Schools Division of Angeles City, through the Disaster Preparedness and Response Program (DPRP) will provide funds to the fifty-eight (58) public schools amounting to Six Thousand Pesos (Php 6,000).
3. The said amount will be used for meals of the participants which cover the morning and afternoon snacks and lunch subject to usual accounting procedures and auditing rules and regulations.
4. The school-level writeshop shall include at least six (6) participants, including the School Heads, School DRRM Focal, and other members of the School DRRM Team. The schools may involve additional participants but expenses should not exceed the allotted Php 6,000.
5. In addition, there will be a **Critiquing and Finalization of the School Contingency Plans** on **November 6-10, 2023** to be held at their respective District Offices. The participants are the six (6) members of the School DRRM Team. Snacks will be provided to the participants while the Technical Working Group will be served full meals.
6. Expenses relative to the conduct of this activity shall be charged to Disaster Preparedness and Response Program (DPRP) Funds subject to usual accounting procedures and auditing rules and regulations.



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7. Enclosed are the list of school-recipients, schedule for the critiquing and finalization of the contingency plans, and sample project proposal for your reference and perusal.
8. Wide dissemination of and strict compliance to this Memorandum is earnestly desired.

RONALDO A. POZON, PhD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: OSEC-3-23-4244 dated August 2, 2023
To be indicated in the Perpetual Index
under the following subjects:

CALAMITY

PLANS

WORKSHOPS

CAL/DRRM/September 27, 2023



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Enclosure 1

**Writershop on the Enhancement of the
School Contingency Plans**
LIST OF SCHOOL-RECIPIENTS of Php 6,000.00

NAME OF SCHOOLS	AMOUNT
1. A.G. Tinio ES	Php 6,000.00
2. Air Force City ES	6,000.00
3. Alberto G. Pabalan ES	6,000.00
4. Amsic IS	6,000.00
5. Angeles City Nat'l Trade School	6,000.00
6. Angeles City National High School-JHS	6,000.00
7. Angeles City National High School-SHS	6,000.00
8. Angeles City Science High School	6,000.00
9. Angeles City Senior HS	6,000.00
10. Angeles ES	6,000.00
11. Anunas/Edilberto M. Ganzon ES	6,000.00
12. Apung Guidang Nepomuceno ES	6,000.00
13. Belen Homesite ES	6,000.00
14. Bonifacio V. Romero HS-JHS	6,000.00
15. Bonifacio V. Romero HS-SHS	6,000.00
16. Claro M. Recto ICT HS	6,000.00
17. Cuayan ES	6,000.00
18. Cutcut ES	6,000.00
19. Cutud ES	6,000.00
20. Don Ambrocio Mendiola IS	6,000.00
21. Don Pepe Henson ES	6,000.00
22. Dr. Clemente N. Dayrit Sr. ES	6,000.00
23. Dr. Clemente N. Dayrit Sr. MHS	6,000.00
24. Enrica Sandico ES	6,000.00
25. EPZA Rest. ES	6,000.00
26. Francisco G. Nepomuceno MHS	6,000.00
27. Gov. Rafael L. Lazatin IS	6,000.00
28. Gueco-Balibago ES	6,000.00
29. Jose P. Dizon ES	6,000.00
30. Leoncia Village ES	6,000.00
31. Lourdes Northwest ES	6,000.00
32. M. Nepomuceno ES	6,000.00
33. Malabanas IS	6,000.00
34. Marisol Bliss ES	6,000.00
35. Mining ES	6,000.00
36. Northville 15 IS-Elementary	6,000.00
37. Northville 15 IS-JHS & SHS	6,000.00
38. Pampang ES	6,000.00
39. Pineda-Gutierrez ES	6,000.00
40. Pulung Cacutud ES	6,000.00



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41. Pulungbulu ES	6,000.00
42. Rafael L. Lazatin MHS-JHS	6,000.00
43. Rafael L. Lazatin MHS-SHS	6,000.00
44. Salapungan ES	6,000.00
45. San Ignacio ES	6,000.00
46. Sapalibutad ES	6,000.00
47. Sapangbato ES	6,000.00
48. Sapangbato National HS-JHS	6,000.00
49. Sapangbato National HS-SHS	6,000.00
50. Sitio Pader ES	6,000.00
51. Sitio Target IS	6,000.00
52. Sta. Maria ES	6,000.00
53. Sta. Teresita ES	6,000.00
54. Sto. Domingo IS	6,000.00
55. Sto. Rosario ES	6,000.00
56. Tacondo ES	6,000.00
57. Teodoro P. Tinio ES	6,000.00
58. Virgen Delos Remedios ES	6,000.00
TOTAL AMOUNT	Php 348,000.00



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Enclosure 2

**Schedule for the Critiquing and Finalization
of the School Contingency Plans**
November 6-10, 2023

DATE	SCHOOLS	TIME
November 6, 2023	District/Cluster 1-PSDS Dr. Walter C. Estabillo 1. Angeles Elementary School 2. Belen Homesite ES 3. Leoncia Village ES 4. Marisol Bliss ES 5. Pulungbulu ES 6. Sto. Domingo IS	8:00-11:30am
	District/Cluster 2-PSDS Amelita L. Pineda 1. AG Tinio ES 2. Angeles City Senior HS 3. Don Ambrocio Mendiola IS 4. Francisco G. Nepomuceno Memorial HS 5. Mining ES 6. Salapungan ES	1:00-4:30pm
November 7, 2023	District/Cluster 3-PSDS Ana Merla D. Magtoto 1. Gov. Rafael L. Lazatin IS 2. Jose P. Dizon ES 3. Pineda-Gutierrez ES 4. San Ignacio ES 5. Sapalibutad ES	8:00-11:30am
	District/Cluster 4-PSDS Ericson P. Cabrera 1. Angeles City National HS-JHS 2. Angeles City National HS-SHS 3. Anunas ES 4. Sapangbato ES 5. Sapangbato National HS-JHS 6. Sapangbato National HS-SHS 7. Sitio Target IS 8. Tacondo ES	1:00-4:30pm



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DATE	SCHOOLS	TIME
November 8, 2023	District/Cluster 5-PSDS Dr. Maria Tara D. Clemente <ol style="list-style-type: none">1. Air Force City ES2. Amsic IS3. Don Pepe Henson Memorial School4. Malabantias IS5. Sta. Teresita ES6. Virgen delos Remedios ES	8:00-11:30am
	District/Cluster 6-PSDS Cezar M. Hernandez <ol style="list-style-type: none">1. Angeles City National Trade School2. Apung Guidang Nepomuceno ES3. Claro M. Recto ICT HS4. Cuayan ES5. Cutcut ES6. Lourdes Northwest ES	1:00-4:30pm
November 9, 2023	District/Cluster 7-PSDS Dr. Agnes G. Manabat <ol style="list-style-type: none">1. Bonifacio V. Romero HS-JHS2. Bonifacio V. Romero HS-SHS3. Cutud ES4. Dr. Clemente N. Dayrit Sr. ES5. Enrica Sandiso ES6. EPZA Resstlement ES7. Northville 15 IS-Elementary8. Northville 15 IS-JHS & SHS9. Pulung Cacatud ES	8:00-11:30am
	District/Cluster 8-PSDS Dr. Anastacia Nimfa P. Aquino <ol style="list-style-type: none">1. Angeles City Science HS2. Dr. Clemente N. Dayrit Sr. Memorial HS3. M. Nepomuceno ES4. Pampang ES5. Sto. Rosario ES	1:00-4:30pm
November 10, 2023	District/Cluster 9-PSDS Dr. Leonida K. Quinto <ol style="list-style-type: none">1. Alberto G. Pabalan ES2. Gueco-Balibago ES3. Rafael L. Lazatin Memorial HS-JHS4. Rafael L. Lazatin Memorial HS-SHS5. Sta. Maria ES6. Sitio Pader ES7. TP Tinio ES	8:00-11:30am



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Enclosure 3

SAMPLE PROJECT PROPOSAL

- I. **TITLE:** Writeshop on the Enhancement of the School Contingency Plans
- II. **PROPONENT:** School Head
- III. **SOURCE OF FUNDS:** DPRP (Php 6,000.00)
- IV. **DATE & VENUE:** (Indicate Date and Venue)
- V. **RATIONALE:**

The National Disaster Risk Reduction and Management Council through Republic Act (RA) No. 10121 entitled the Philippine Disaster Risk Reduction and Management Act of 2010 mandates all national government agencies to institutionalize policies, structures, coordination mechanisms and programs with continuing budget appropriation on Disaster Risk Reduction and Management (DRRM) from national to local levels. Likewise, DepEd Order No. 50, s. 2011 entitled "Creation Disaster Risk Reduction and Management Office (DRRMO) mandates the said office to initiate and spearhead the establishment of mechanisms which prepare, guarantee protection and increase resiliency of the Department of Education (DepEd) constituents in the face of disaster and to institutionalize the culture of safety at all levels, to systematize protection of education investments and to ensure continued delivery of quality education services.

Likewise, as reported in the Enhanced Basic Education System (EBEIS) from SY 2009-2010 to SY 2017-2018, there were 43,810 schools nationwide to have experienced natural hazards while 21,949 schools have experienced human-induced hazards. Moreover, covid-19 pandemic had adverse effect on the delivery of education services and puts at risk both the lives of the learners and the personnel of the Department of Education.

With this, the (Name of School) would like to propose a Writeshop on the Enhancement of the School Contingency Plans on (DATE). This activity aims to effectively prepare for, respond to and recover from emergencies and disasters arising from natural and human-induced hazards for the protection of learners, personnel and educational investments and for the continuity of learning.

VI. OBJECTIVE/S:

- a) to enhance the school contingency plans; and
- b) to establish a mechanism in ensuring the achievement of a safer, adaptive and disaster-resilient schools towards sustainable development.





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VII. PARTICIPANTS:

School Head, **School DRRM Focal (if different from SH)**, SPTA, Faculty Representative, SELG/SSLG Representative, Barangay Representative, NTP Representative

VII. BUDGETARY REQUIREMENTS

PARTICULAR	QTY	UNIT	DAYS	UNIT COST	TOTAL COST
Meals (2-day writeshop)	6	pax	2	Php 350.00	Php 4,200.00
Snacks (finalization of the CP)	24	pax	1	75.00	1,800.00
TOTAL					Php 6,000.00

SOURCE OF FUND: **DPRP**

Prepared:

Recommending Approval:

PROPONENT

EDGAR L. MANABAT PhD
Chief Education Supervisor, SGOD

Budget Allocated:

Funds Available:

CHARLON B. OMLANG
Budget Officer III

GAY Y. PANGILINAN
Accountant III

Approved:

RONALDO A. POZON, PhD, CESO V
Schools Division Superintendent

