



Republic of the Philippines
Department of Education
Region VII, Central Visayas
TAGBILARAN CITY SCHOOLS DIVISION
City of Tagbilaran



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MEMORANDUM

To : All Public Elementary and Secondary School DRRM Coordinators
All Others Concerned

From : **VIRGINIA C. ZAPANTA, Ed. D., CESO V**
Schools Division Superintendent

Subject : **Conference/Workshop for the Revised Template of the DRRM
Contingency Plan and School DRRM Accomplishment Report**

Date : **November 7, 2018**

1. You are hereby directed to attend a conference/workshop which will be held on Friday (November 9, 2018) at 1:00 pm. to 5:00 pm. at JJ's Seafood Village, Gallares Street, Tagbilaran City for the following agenda:
 - a. School DRRM Accomplishment Report,
 - b. Revised Template of the DRRM Contingency Plan

2. Please bring the following data:
 - a. Total number of learners, teaching and non-teaching personnel (male & female),
 - b. Number of classrooms with minor damages and cost of damages,
 - c. Number of school buildings (Instructional rooms-acad/non-acad and Non-instructional rooms,
 - d. Furniture (Armchairs, Desk, Chairs, Teacher's Tables and Teacher's Chair, and
 - e. NSED report from 1st-4th quarter (for schools not submitted only)

3. For information, guidance and compliance.


VIRGINIA C. ZAPANTA, Ed. D., CESO V
Schools Division Superintendent