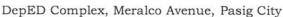


## REPUBLIKA NG PILIPINAS REPUBLIC OF THE PHILIPPINES

# KAGAWARAN NG EDUKASYON DEPARTMENT OF EDUCATION





DepED MEMORANDUM 297 , s. 2008

JUN 2 0 2008

UTILIZATION OF THE DISASTER RISK REDUCTION AND RESOURCE MANUAL IN THE SCHOOL SYSTEM EFFECTIVE SY 2008-2009

To: Undersecretaries

> Assistant Secretaries Bureau Directors

Directors of Services, Centers and Heads of Units

Regional Directors

Schools Division/City Superintendents

- Pursuant to DepED Order No. 55, s. 2007 entitled "Prioritizing the Mainstreaming of Disaster Risk Reduction Management in the School System and Implementation of Programs and Projects Relative Therefor" and DepED Memorandum No. 175, s. 2007 entitled "Creation of a Technical Working Group (TWG) on the Preparation of DepED Calamity, Disaster and Risk Management and Control Operations Manual", a Resource Manual, was developed and is now ready for distribution to the field.
- The DepED Disaster Risk Reduction and Resource Manual aims to equip the DepED family with sufficient, accurate and updated knowledge on all types of hazards, thus, making them aware, ready and prepared to act in times of calamities and the occurrence of any hazards.
- To effectively implement the utilization/mainstreaming of the aforesaid 3. manual, a monitoring and evaluation team shall be created in the national, regional, division, district and school levels. The following shall be the composition of the Monitoring and Evaluation Teams, to wit:

### **National Level**

Chairman

: Director Maximo C. Aljibe

Vice-Chairmen : Engr. Oliver Hernandez

Chief, PFSED

Ms. Nanette Mamoransing

Chief Administrative Officer, Records Division

Ms. Maritess Ablay

Chief Administrative Officer, Property Division

Members (As per DepED Order No. 25, s. 2005)

- Intelligence and Disaster Analysis Officer 1.
- Communication and Warning Officer 2.
- 3. Physical Security Officer
- 4. Fire Fighting Officer
- Plans and Operation Officer 5.
- Rescue Engineering and Evaluation Officer 6.

- 7. Collection and Investigation Officer
- 8. Action Group Identified by the Chairman
- 9. Documentation and Investigation Officer
- 10. First Aid and Medical Assistance Officer
- 11. Supply, Relief and Transportation Officer
- 12. Chief Administrative Officer, General Services Division

### Regional Level

Chairman : Chief, Administrative Officer, Administrative Division

Vice-Chairman : Regional Physical Facilities Coordinator

Members : At least nine (9) to be selected by the Chairman with

assignment similar to the responsibilities in the

national level as per DepED Order No. 25, s. 2005

#### **Division Level**

Chairman : Administrative Officer V, Administrative Unit

Vice-Chairman : Physical Facilities Coordinator

Members : At least nine (9) to be selected by the Chairman with

assignment similar to the responsibilities in the

national level as per DepED Order No. 25, s. 2005

### District Level

Chairman : Public Schools District Supervisor

Vice-Chairman : School Heads of the respective schools with assignment

similar to the responsibilities with the national level. The assistance of the Barangay Officials in the school level is vital, hence, the School Head should involve

them with specific assignment.

#### School Level

Chairman : Principal or School Heads

Vice-Chairman : Any Ranking Teachers

- 4. The concerned Chairman shall be responsible to select and assign members thereof such as monitoring and reporting of the different activities arising from the implementation of the Disaster Risk Reduction Programs.
- 5. A quarterly assessment meeting of the said monitoring teams shall be scheduled for reporting purposes.

6. Immediate dissemination of this Memorandum is desired.

TEODOSIO C. SANGIL, JR. Undersecretary Officer-in-Charge Reference:

DepED Order: (No. 55, s. 2007) DepED Memorandum: No. 175, s. 2007

Allotment: 1-(D.O. 50-97)

To be indicated in the <u>Perpetual Index</u> under the following subjects:

CALAMITY COMMITTEES MANUAL **OFFICIALS** 

Sheila, MPPD-TS, DM Utilization of Disaster Risk Reduction June 19, 2008