

Department of Education Region III

DIVISION OF CITY SCHOOLS

Angeles City

Jesus Street, Pulung Bulu, Angeles City

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SFP 18 2017 September 18, 2017

DIVISION MEMORANDUM

No. 342

S.

DapED Angeles City Division of City Jeneols 2017

EVACUATION CENTER MANAGEMENT TRAINING-WORKSHOP

To: DRRM Coordinators of Angeles City National High School, Angeles City National Trade School and Francisco G. Nepomuceno Memorial HS; Administrative Officer V (Enrique D. Pangilinan); and Youth Formation Focal Person (Clarissa A. Lagman)

- Angeles City Disaster Risk Reduction & Management Office (ACDRRMO) in cooperation with the People's Disaster Risk Reduction Network (PDRRN) and Department of Social Welfare and Development Region 3 (DSWD3) will be conducting Evacuation Center Management Training-Workshop on September 27-29, 2017 (3 days); 8:00 AM-5:00PM at Azzurro Hotel, Balibago, Angeles City.
- The participants to the said training are the DRRM coordinators of Angeles City National High School, Angeles City National Trade School and Francisco G. Nepomuceno Memorial HS; the Administrative Officer V and Youth Formation Focal Person of this division.
- 3. Attached is the Training Needs Assessment (TNA) form to be filled-out by the participants. Please submit at the SGOD (DRRM) Office or ACDRRMO Office on or before September 20, 2017. For further queries, you may contact Mr. Ricky L. Pinlac, Administrative & Training Officer of ACDRRMO at 09253587452 or 09056882520.
- Wide dissemination of this Memorandum to all concerned is desired. 4.

CUNANAN, CESO, VI

Officer-In-Charge

Office of the Schools Division Superintendent

9/18/17/MCS/SGOD

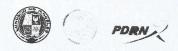


TRAINING NEEDS ASSESSMENT

Evacuation Center Management Training-Workshop Angeles City

I. Personal Information

T N	
Name:	Nickname:
Sex: Male	Female
Age: 20 -25	26 - 30 31 - 40
41 - 49	50 – 59 60 - up
Home Address:	
Mobile Number:	Email address:
Civil Status: Single	Married Widow/ Widower
Educational Background:	
Elementary Secondary Vocational Course:	Tertiary Masters Others: Course: Field:
Office/Organization/Agency:	
Office Address:	
Position:	
Three (3) major duties & responsibilities:	
•	
•	



II. Knowledge on Disaster Risk Reduction and Management

A. F	Please list major trainings attended	related t	o disaster risk	reduction clim	ato change
g	gender and other related course in t	he last 5	vears.	reduction, cim	iate change,
	Title of Training		onth & Year	Sponsorii	ng Agency
					- 12
			`		
B. D	escribe your experience in conduct ne likes.	ing semi	nar/orientatio	n, workshops, t	training and
	Brief Title of the Activity		Your Role	s in the activity	
C. H	ow familiar or knowledgeable are y	ou with I	Evacuation Cer	nter Manageme	ent in
er	mergencies?	ightly Fa		☐ Very Fai	
D. Pl	ease check your knowledge and ski	lls level o	of the following	g·	
	Area of Concerns		No knowledge	Fairly	Very
1 1:	am familiar with the concept of disas	han wists	at all	Knowledgeable	Knowledgeable
ha	izards and vulnerability.	ter risks,			
2. I	can differentiate mitigation, prepa sponse and rehabilitation.	redness,			
	now what disaster resiliency means.				
4. 11					
	acuation Center Management Guidelir				
5. I im	know and understand huma perative.	nitarian			
6. I k	now what impartiality in humanitaria	an work			
me	know what neutrality in humanitaria eans.				
Wo	know what independence in huma ork is about.				
	now the Standards in Humanitarian Re				
10. l l ana	know and can facilitate risk asses alysis.	ssment/			





Area of Concerns	No knowledge at all	Fairly Knowledgeable	Very Knowledgeable
11. I know and can facilitate risk assessment/ analysis.			
12. I know and can articulate common problems in evacuation centers.			
13. I know and can facilitate planning to manage evacuation centers.			
14. I know and can manage evacuation centers in times of emergencies.		0	.40

III. Relevance of DRRM and Evacuation Center Management in your work.

In your own understanding, what is the relevance of DRRM and Evacuation Center Management to your work and communities? How can this be useful to you, your work and communities?

IV. Expectations

1.	What are your expectations from this training-workshop?
2.	What can you contribute to the success of this training-workshop?
3.	Do you have any particular question or concerns that you think should be included in the training-workshop?
4.	Any suggestions on the conduct of the training-workshop?

V.	Other Concerns		

signature	over	printed	name
Date:			