



Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



August 19, 2022

DIVISION MEMORANDUM
No. 3/o , s. 2022

STRENGTHENING THE INSTITUTIONALIZATION OF THE CULTURE OF SAFETY AT THE SCHOOL LEVELS THROUGH THE SCHOOL DRRM COORDINATORS FOR SY 2022-2023

To: Assistant Schools Division Superintendent
Chief ES, SGOD
OIC-Chief ES, CID
Public Schools District Supervisors
Heads of Public Elementary and Secondary Schools
School DRRM Coordinators

1. DepEd Order No. 50, s. 2011 titled "Creation of Disaster Risk Reduction and Management Office (DRRMO)", stipulates that as a member of the National Disaster Risk Reduction Management Council (NDRRMC), the Department of Education is committed to implement DRRM in basic education to institutionalize the culture of safety at the school levels, to systematize protection of education investments and ensure continued delivery of quality education services.
2. Relative to this, School DRRM Coordinators shall undertake the following:
 - a. Acknowledge receipt of advisories and reminders from the SDS and/or the SDO DRRM Coordinator;
 - b. Spearhead the conduct of multi-hazard drills and other disaster prevention, mitigation and preparedness activities in school;
 - c. Ensure the conduct of an annual student-led risk identification and mapping;
 - d. Communicate notable results of risk assessment and other disaster preparedness activities to the SDO;
 - e. Serve as the point person for collaborations and coordination with local DRRM Council and other partner organizations;
 - f. Ensure that emergency hotlines are maintained, updated and posted;
 - g. Ensure the availability of baseline data of the school;
 - h. Spearhead relevant and necessary capacity-building activities for the school;
 - i. Report to the SDO any hazard affecting the school operations such as flood, conflict, fire among others;
 - j. Submit situation reports and provide real-time updates to the SDO;
 - k. Accomplish and submit Rapid Assessment of Damages report (RADaR) within 72 hours after any hazard or emergency;
 - l. Track and report the progress of recovery and rehabilitation initiatives to the SDO; and
 - m. Report and update the SDO on the demobilization of evacuation centers in schools.
3. All public schools are requested to submit their School DRRM Coordinators to the Division Office **on or before August 31, 2022** for reference.
4. Wide dissemination of and strict compliance to this Memorandum is earnestly desired.


MA. IRELYN P. TAMAYO PhD, CESO V
Schools Division Superintendent

cal/sgod/drrm

Control No: 273



Address: Jesus Street, Pulungbulu, Angeles City
Telephone No. (045) 322-4101; **Email Add:** angeles.city@deped.gov.ph

