



Republic of the Philippines  
Department of Education  
Schools Division of Negros Oriental

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

RELEASED  
NO.: 024.006T  
DATE: 08 JAN 2024  
BY: RECORD SECTION

<b>Name</b>	<b>JOSEPH R. GEMINA</b> , PDO II – DRRM
<b>Position/ Designation</b>	Project Development Officer II – DRRM
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b> (must be supported by attachments)	Attend the 2023 National Disaster Risk Reduction and Management (DRRM) Year-End Evaluation and Planning Workshop
<b>Host of Activity</b>	DepEd Central Office - DRRMS
<b>Inclusive Dates</b>	January 22-26, 2024
<b>Destination</b>	Development Academy of the Philippines Convention Center (DAPCC), Tagaytay City
<b>Fund Source</b>	DRRM Funds

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

**JOSEPH R. GEMINA**

Project Development Officer II - DRRM

**January 8, 2024**

Name and Signature of Requesting Employee

Date

This is to certify that the trip of the requesting employee satisfies all minimum conditions for authorized official travel and that alternatives to travel are insufficient for the purpose stated herein.

**RACHEL B. PICARDAL EdD**

Chief, SGOD

**JAN 08 2024**

Name and Signature of Recommending Authority

Date

By the authority of the Schools Division Superintendent

**MARCELO K. PALISPIS EdD**

Assistant Schools Division Superintendent

OFFICE-IN-CHARGE

Name and Signature of Approving Authority

**1/8/24**  
Date



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

04 JAN 2024

REGIONAL MEMORANDUM

No. **018**, s. 2024

**DISSEMINATION OF ADVISORY ON THE POSTPONEMENT OF THE DISASTER RISK REDUCTION AND MANAGEMENT SERVICE (DRRMS) SCHEDULED ACTIVITIES DUE TO IMPENDING HAZARD**

To: Schools Division Superintendents  
Region and Division DRRM Coordinators  
All Others Concerned

1. Enclosed is a copy of **DRRMS Advisory on the Postponement of the Disaster Risk Reduction and Management Service (DRRMS) Scheduled Activities due to Impending Hazard** for information and appropriate action.
2. For questions and clarifications, you may contact Mr. Ranilo L. Edar at his mobile phone number: 09171566073.
3. Immediate and wide dissemination of this Memorandum to all concerned parties is requested.

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV   
Regional Director

STJ/PYA/TTP/rle

Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700



 DepEd Tayo Region VII

 [region7.deped.gov.ph](http://region7.deped.gov.ph)





November 14, 2023

**FOR :** All Regional Directors  
All Schools Division Superintendents  
All Regional and Division DRRM Coordinators  
All Others Concerned

**SUBJECT :** **ADVISORY ON THE POSTPONEMENT OF THE DISASTER RISK REDUCTION AND MANAGEMENT SERVICE (DRRMS) SCHEDULED ACTIVITIES DUE TO IMPENDING HAZARD**

In reference to the memorandum **OUOPS No. 2023-04-10050** titled *Conduct of the 2023 National Climate Change Conference (NCCC) and the 2023 National DRRM Year-end Evaluation and Planning (NDYEP) Workshop* dated October 26, 2023 and **OUOPS No. 2023-04-09781** titled *Invitation to the Workshop on the Enhancement of Safe Learning Environment and Facilities (Pillar 1) Guidebook* dated October 19, 2023, the Disaster Risk Reduction and Management Service (DRRMS) issues this advisory to inform all confirmed participants of the adjustments to these activities initially scheduled this month.

The DRRMS is monitoring the Low-Pressure Area (LPA) located at 1,620 km. east of Southeastern Mindanao that is possible to re-develop into a tropical cyclone, based on the latest advisory issued by the DOST-PAGASA on November 14, 2023, 5:00 AM. According to the weather advisory, the LPA is forecast to accelerate towards the west or west-northwestward. It may enter the Philippine Area of Responsibility (PAR) region later today or early tomorrow.

Considering the abovementioned circumstances that might expose participants at risk, the DRRMS hereby postpones the following activities and reschedules to the dates specified below:

Activity Title	Old Schedule	New Schedule	Venue
<b>Workshop on the Enhancement of Pillar 1 Guidebook</b>	November 16-19, 2023	January 19-21, 2024	National Educators Academy of the Philippines (NEAP) – CALABARZON, Marikina, Batangas Development
<b>2023 National DRRM Year-End Evaluation and Planning Workshop</b>	November 22-24, 2023	January 22-26, 2024	Academy of the Philippines Convention Center (DAPCC) Tagaytay City

The DRRMS acknowledges the inconvenience this may cause, especially with regard to the travel arrangements that have already been finalized. The safety and well-being of everyone involved are of utmost importance. Please refrain from making further flight bookings at this time. For those who have already confirmed flight reservations,

this advisory will serve as an official document to support the cancellation of the activity and facilitate the reimbursement process for the rebooking and cancellation of the flights reserved. The travel expenses shall be charged against the FY 2023 Disaster Preparedness and Response Program (DPRP) Funds downloaded to field offices (Refer to Annex A, Section 2.a of OUOPS Memorandum No. 2023-04-6762 titled *Implementing Guidelines on the Utilization and Reporting of the FY 2023 DPRP Funds*).

Additional advisory will be issued to provide further information related to the aforementioned activities.

If there are any queries, you may contact your respective AOR lead through the existing communication channels.

For your information and immediate dissemination.

**ATTY. CHRISTIAN E. RIVERO, EdD**  
Director IV, DRRMS