

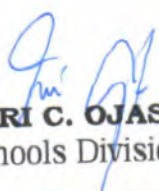




Republic of the Philippines
Department of Education
Schools Division of Negros Oriental

RELEASED
NO.: 024-0596
DATE: 00 MAR 2024
BY: [Signature]
REGORO SECTION

TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name Position/ Designation Permanent Station	BENJIE B. EPIS School Principal 1 Palayuhan ES, Siaton 1 ALFREDO R. BAYA School Principal 1 Mapalasan ES, La Libertad 2
Purpose of Travel (must be supported by attachments)	Attend the Emergency Operation Center (EOC) Capacity Building.
Host of Activity	DepEd Region 7
Inclusive Dates	March 12-15, 2024
Destination	Cebu City
Fund Source	School MOOE
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>	
 JOSEPH R. GEMINA Project Development Officer II - DRRM	March 6, 2024 _____ Date
Name and Signature of Requesting Employee	
<i>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.</i>	
 RACHEL B. PICARDAL EdD Chief, SGOD	_____ Date
Name and Signature of Recommending Authority	
APPROVED	
 NERI C. OJASTRO EdD, CESO V Schools Division Superintendent	3/7/24 _____ Date
Name and Signature of Approving Authority	



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

Office of the Regional Director

REGIONAL MEMORANDUM

06 MAR 2024

No. **III-187**, s. 2024

REGION AND DIVISION DRRM TEAM RESILIENCE EDUCATION/TRAININGS

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

1. The Department of Education Region VII is geared towards having a proactive approach in dealing with disasters or emergencies which may occur unexpectedly within schools and office premises across all governance level.
2. This Office in coordination with the Department of Health Region VII, Office of Civil Defense Region VII and other national government agencies, NGOs, and CSOs, will conduct a series of trainings from March until October 2024 to capacitate the members of the Regional, Division and School DRRM Teams to prepare, prevent and mitigate disasters in support to the DRR initiatives of the Region.
3. In view thereof, the trainings, target dates and expected participants are as follows:

NO.	RESILIENCE EDUCATION/CAPA CITY BUILDING	DATE	NO. AND TARGET PARTICIPANTS	
1	Incident Command System Training Level 1	March 5-8	2 pax / SDO	SDS/ASDS/SGOD Chief/Div DRRM Coor/Alternate or any member of Div. DRRM Team/ if not member of School DRRM Team but non-teaching personnel only
2	Emergency Operation Center	March 12-15	2 pax / SDO	SDS/ASDS/SGOD Chief/Div DRRM Coor/Alternate or any member of DRRM Team/ if not member of School DRRM Team but non-teaching personnel only
3	Standard First Aid Training	March 25-27	1 pax / SDO	Successful participants of the TOT on BLS stage 1 and 2 (not expired license)
4	Safety Officer 2 Training	April 22-26	2 pax / SDO	Completed Safety Officer 1
5	Safety Officer 3 Training	June 3-7	2 pax / SDO	Completed Safety Officer 2
6	Incident Command System Level 2 Training	May 20-24	2 pax / SDO	Completed Incident Command System 1
7	Incident Command System Level 3 Training	July 22-26	2 pax / SDO	Completed Incident Command System 2

8	Incident Command System Level 4 Training	August 5-9	2 pax / SDO	Completed Incident Command System 3
9	Post Disaster Needs Assessment Training	September 2-6	2 pax / SDO	SDS/ASDS/SGOD Chief/Div DRRM Coor/Alternate or any member of DRRM Team/ if not member of School DRRM Team but non-teaching personnel only
10	Search and Rescue Training	October 14-18	2 pax / SDO	SDS/ASDS/SGOD Chief/Div DRRM Coor/Alternate or any member of DRRM Team/ if not member of School DRRM Team but non-teaching personnel only

4. The venue of the Incident Command System Level 1 training will be Hotel Asia, located at 11 Don Jose Avila St., Capitol Site, Cebu City. Details regarding the succeeding trainings will be announced through an advisory.

5. The Schools Division Office (SDO) are required to send participants to the listed trainings. In case of an SDO cannot send participate, an explanation letter signed by their Schools Division Superintendent shall be sent to this Office so that the unfilled allocation will be realigned/reallocated to other SDO's.

6. Transportation of the participants from their respective stations to the venue and vice versa and other related expenses relative to the conduct of this activity shall be charged against their local funds or DPRP funds 2023 and/or 2024, while food, accommodation, supplies and equipment and honoraria of the resource speakers shall be charged against the Regional DPRP funds FY 2023 and 2024 subject to the usual accounting and auditing rules and regulations.

7. For questions and clarifications, you may contact Mr. Ranilo L. Edar through his mobile phone no. 09171566073.

8. Immediate and wide dissemination of this Memorandum to all concerned is desired.



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