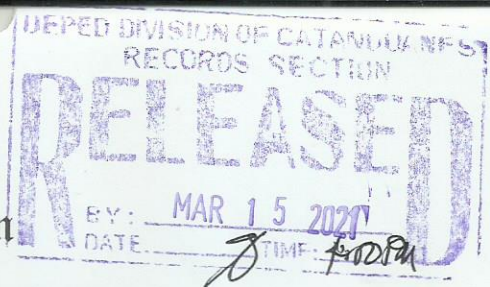




Republic of the Philippines
Department of Education
 REGION V – BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES



March 15, 2021

DIVISION MEMORANDUM
 OSDS-SGOD-DM- 10s. 2021

1ST QUARTER ONLINE DIVISION DRRM COORDINATION MEETING

To : All Public Schools District Supervisors
 All Public Elementary and Secondary School Heads
 All Public Elementary and Secondary School DRRM Coordinators
 All Others Concerned

1. To ensure comprehensive implementation of DRRM related projects and program, this office shall be conducting the 1st Quarter Online Division DRRM Coordination Meeting on dates provided below with the following agenda:

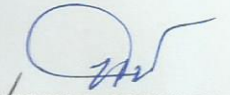
- Presentation of DepEd DRRMS Calendar and Target setting
- Presentation of DRRM Updates
- Data gathering for the Division DRRM Database
- Re-orientation on DRRM Forms

Municipality of Bagamanoc	March 24, 2021	08:00 am – 09:30 am	Online: <i>Link will be provided after final consolidation of School DRRM Profile</i>
Municipality of Bato	March 24, 2021	10:00 am – 11:30 am	
Municipality of Baras	March 24, 2021	01:00 pm – 02:30 pm	
Municipality of Caramoran	March 24, 2021	03:00 pm – 04:30 pm	
Municipality of Gigmoto	March 25, 2021	08:00 am – 09:30 am	
Municipality of Pandan	March 25, 2021	10:00 am – 11:30 am	
Municipality of Panganiban	March 25, 2021	01:00 pm – 02:30 pm	
Municipality of San Andres	March 25, 2021	03:00 pm – 04:30 pm	
Municipality of San Miguel	March 26, 2021	08:00 am – 09:30 am	
Municipality of Viga	March 26, 2021	10:00 am – 11:30 am	
Municipality of Virac	March 26, 2021	01:00 pm – 02:30 pm	

2. Participants to the said activity are School DRRM Coordinators. Participants are advised to submit a **SIGNED AND SCANNED PDF COPY** the following documents via email not later than **March 19, 2021**. Kindly send it thru this email mariaaudrea.vivo@deped.gov.ph

- Signed 2-year Designation order by the School Head (*Starting date of March 2021*)
- Comprehensive School Safety Assessment Tool (*see Annex A*)
- School DRRM Coordinator Profile (*see Annex B*)

3. For wide dissemination and compliance.


SUSAN S. COLLANO
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent



DRRM-001 | School DRRM Coordinator Profile

Name of School:	(1x1 photo)
District:	
Name of Coordinator:	
<input type="checkbox"/> New Coordinator <input type="checkbox"/> Old Coordinator	
<input type="checkbox"/> Teaching <input type="checkbox"/> Non-teaching	
Blood Type:	
Contact Number:	Email Address:

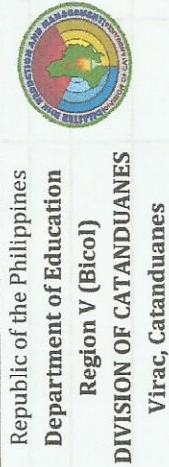
Training Needs Assessment Form

(Kindly check appropriate box if you have undergone or not the trainings listed.)

Topics	Yes	No
1. Philippine Basic Education System		
2. DRRM Terminologies		
3. International Frameworks and Standards relating to DRRM related to DRRM		
4. National Frameworks and Standards relating to DRRM related to DRRM		
5. Basic concepts of Climate Change		
6. Climate Change Adaptation		
7. Introduction to Peace and Conflict		
8. Conflict Sensitive Education		
9. Inclusive and Child-centered DRRM		
10. Understanding Hazards		
11. Student-led School Watching and Hazard Mapping		
12. Multi-hazard drills		
13. School DRRM Planning		
14. Contingency Planning		
15. Introduction to Education in Emergencies		
16. Rapid Damage Assessment and Information Management		
17. Alternative Delivery Modes		
18. Temporary Learning Space		
19. Basic Supplies and Logistic Management in Emergencies		
20. Psychological First Aid		
21. Camp Coordination and Management Guidelines		
22. General Staff Safety and Security Coordination		
23. Basic First Aid		
24. Adult Learning designs, management and delivery		
25. Resource Mobilization and Partnership		

Designated by:	<i>(Name of School Head)</i>	<i>(Date of Designation)</i>	<i>(Signature)</i>
Conforme:	<i>(Name of DRRM Coordinator)</i>	<i>(Date of Designation)</i>	<i>(Signature)</i>
Received	MARIA AUDREA L. VIVO PDO II - DRRM		

DRRM-002 | COMPREHENSIVE SCHOOL SAFETY ASSESSMENT TOOL



Republic of the Philippines
 Department of Education
 Region V (Bicol)
DIVISION OF CATANDUANES
 Virac, Catanduanes

School Name: _____ School ID: _____
 School Head: _____ Date of Monitoring: _____
 Division DRRM Coordinator: _____ Contact Number: _____

Global Comprehensive School Safety (CSS) TARGET AREAS	DepEd DRRMS CSS INDICATORS (Based on DepEd's DRRM Policies and School DRRM Manual)	Baseline		Remarks
		Yes	No	
	ENABLING ENVIRONMENT			
Legal Frameworks & Policies	1 Adopted/Adapted/localized existing policies relating to DRRM in education/school safety			
	2 Designated School DRRM Focal Person			
	3 Formed School DRRM Team, consisting of personnel from different offices; with defined membership and roles and responsibilities/functions			
	4 Has a comprehensive School DRRM Plan, which includes CCA and EIE measures, covering risk assessment, risk reduction, and rehabilitation and recovery			
	5 Students participated in the planning process			
	6 Integrated DRRM into the School Improvement Plan (SIP)			
	7 100% completion of DRR related questions in the EMIS/EBEIS			
Funding for risk reduction and resilience of education sector	8 Regular DRRM activities are supported by school budget			
	9 Funding sources for interventions in the aftermath of a disaster or emergency exist and can easily be tapped.			
	10 School has partnerships that could be tapped to support its DRRM programs and activities, including those after a disaster			
Child-centered Risk Assessment	11 Conducted student-led school watching and hazard mapping (DO 23 s 2015)			
	12 Incorporated results of student-led school watching and hazard mapping in the School DRRM Plan and SIP			
	13 Linked student-led school watching and hazard mapping with the community hazard maps of LGUs provided by DOST			
	14 School Planning Team have linked the community hazard maps with education data to better understand the school's risk			
	15 School submitted Rapid Assessment of Damage Report (RADAR) to the DRRMS Central Office, within 72 hours after the onslaught of a hazard in the area			
Monitoring and Evaluation	16 Data collection and consolidation of programs and activities on DRRM, covering the 3 Pillars, to monitor results and impact exist			

PILLAR 1 - SAFE LEARNING FACILITIES

Assessment and prioritization for retrofitting and replacement of unsafe schools	1	Number of school buildings that has been inventoried	
	2	Number of school buildings with risk assessment	
	3	Number of unsafe school buildings identified	
Resources and Plan to address unsafe school buildings	4	Systems for monitoring and quality assurance of school building construction exist	
	5	Financial resources are allocated for completion of needed action to address unsafe school buildings within a specified period	
	6	# of unsafe school buildings with appropriate action undertaken by the School Head (e.g. upgraded, retrofitted, non-usage, etc.)	
Maintenance to increase safety and protection of investments in schools	7	Conducted regular school inspection and maintenance of facilities conducted (state how often)	
	8	Undertaken regular repair of minor classroom (including facilities) damages	
	9	Roles and responsibilities for maintenance are defined, documented and assigned	
Planning for limited use of schools as evacuation centers, during the school year	10	School Heads have allotted budget for routine maintenance of school facilities for safety and to protect investments, with transparent monitoring oversight at the school level	
	11	School Heads have identified those schools that are expected to be used as temporary evacuation centers for disasters	
	12	School Heads are clear with the roles and functions of the school in camp management vis-à-vis the LGU and DSWD as per Joint Memorandum Circular No. 1, series of 2013 "Guidelines on Evacuation Center Coordination and Management" and RA 10821 "Children's Emergency Relief and Protection Act" and its corresponding IRR	
Guidance and regulations for safe school construction	13	Guidance and regulations on the following are followed: safe school site selection resilient design, and resilient construction	
	14	New school construction is monitored for compliance with: safe school site selection safe school design safe school construction	
Pillar 2 - DISASTER RISK MANAGEMENT			
Existence of national and sub-national plans for preparedness and response, educational continuity, and protection of education sector investments	1	School has a Contingency Plan, i.e. Preparedness Plan turned into response actions when a disaster strikes (This could be a separate section/chapter in the DRRM Plan)	

2	School has available, accessible, and adequate first aid kit in every instructional classroom			
3	School has at least 2 necessary and functioning equipment, in case of a disaster (e.g. fire extinguisher, handheld/base radio, generator, etc.)			
4	School has pre-identified spaces for putting up Temporary Learning spaces/Shelters in the aftermath of a disaster			
5	School has ready resumption strategies and alternative delivery modes to ensure education continuity			
6	School has ensured that students completed the Family Earthquake Preparedness Plan; and school has reported completion to DepEd DRRM at the Central Office			
7	School has established a school personnel tracking system/protocol in the event of a disaster			
8	School has trained personnel to administer first aid to students and personnel			
9	School has psychosocial interventions for personnel and students			
10	School has trained teachers and other personnel who could provide psychosocial support to students			
11	School DRRM Plan and SIP with DRRM integration are reviewed annually			
12	Conducted Brigada Eskwela to ensure school safety and preparedness measures are in place as per DO			
13	Students, teachers, parents and other stakeholders participated in Brigada Eskwela			
14	School has established functional early warning system to inform students and personnel of hazards and emergencies (protocol, warning			
15	School conducted regular hazard-specific drills (at least 3 hazards) with participation of stakeholders (BFP, Medic, LGUs, NGOs, community, PTA, alumni, and others)			
16	Number of students who participated in the drills			
17	School has an evacuation plan and procedures			
18	School has a student-family reunification plan that is clearly disseminated to students, teachers and parents			
19	School Head has received DRRM training from division or region or partners			
20	School DRRM Team has received DRRM training from division or region or partners (indicate how many)			
21	School has conducted awareness and capacity building for families and learners			
Annual review of school disaster risk reduction and management measures (e.g. as part of school-based management and/or school improvement)				
Conduct of regular simulation drill, at all levels, to practice response preparedness and to review response plans (i.e. Contingency Plan)				
Needs assessment, strategy, and implementation plan to develop staff and student capacity for participation in school based DRRM				

	22	School participated in the different DRRM/CCA/EiE activities of the LGU	
PILLAR 3 - RISK REDUCTION AND RESILIENCE EDUCATION			
Integration of common risk reduction and resilience messages in the curriculum	1	School has integrated key DRR and CCA concepts in the curriculum based on the National Curriculum Guide	
	2	Year when DRR and CCA integration in the curriculum started	
	3	Grade levels and subjects where DRR and CCA been integrated Skills and competencies of students are assessed through measurable learning and risk reduction (RR) outcomes	
Integration of risk reduction and resilience in extra-curricular activities	4	Percentage of students actively participating in various DRRM/CCA/EiE activities	
Capacity building for and personnel on risk reduction and resilience education	5	School has a DRRM capacity building plan for teachers and school personnel	
	6	Number personnel trained on DRRM and/or CCA	
	7	School has available and accessible quality and up-to-date DRRM materials	
	8	Presence of DRRM corner, with updated IEC materials posted in it, in every classroom	
Monitoring and Evaluation	9	School carries out monitoring and evaluation to assess sustainable implementation	

Name and Signature of School Head
Date Signed and Approved
