



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



**RELEASED**

DepEd - Division Office - Catanduanes  
RECORDS SECTION  
Date: JAN 12 2017  
Time: 8:44 AM  
Initial/Signature: [Signature]

MEMORANDUM

TO: All Public Schools District Supervisors  
All Elementary and Secondary School Heads  
All School DRRM Coordinators

FROM: *for: [Signature]*  
**SOCORO V. DELA ROSA, CESO VI**  
Schools Division Superintendent

SUBJECT: **POST DISASTER NEEDS ASSESMENT EMERGENCY MEETING**

DATE: January 9, 2017

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1. Pursuant to NDRRMC Memorandum No. 86 s. 2016, "Conduct of TY NINA Post Disaster Needs Assessment (PDNA) in the Province of Albay, Camarines Sur and Catanduanes" and **Unnumbered DepEd Memorandum dated January 6, 2017, "Post Disaster Needs Assessment (PDNA) for TY NINA - Affected Area in Region V"**, this office will conduct a PDANA Coordination Meeting for the whole Division. The meeting is intended to orient participants to the conduct of PDANA. The said meeting will be conducted on **January 11, 2017 at Conference Hall A, Schools Division Office, Virac, Catanduanes** in two batches.
  - a. 8:00 - 12:00 - Zone 1 and 2
  - b. 01:00 - 5:00 - Zone 3 and 4
2. Attendees to the said meeting will be the District Supervisors and Elementary and Secondary School Heads.
3. Please secure the following data to be submitted on the said meeting. Please be advised that **Only DepEd Properties** shall be submitted. Listings of Donated Properties will be submitted separately.
  - a. Complete list of Damaged Furniture
  - b. Complete list of Damaged Learning Materials - specified as per Grade Level/ per Title
  - c. Complete list of Damaged DCP
4. For your guidance and immediate dissemination.