



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

---

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

**October 19, 2022**

No. 393, s. 2022

**PARTICIPANTS FOR TRAINING-WORKSHOP ON CONTINGENCY PLANNING AND  
ORIENTATION ON DO 37 s. 2022**

To: **ALL PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS  
ALL SCHOOL DRRM COORDINATORS  
ALL OTHERS CONCERNED**

1. The Philippines, being situated along the Pacific Ring of Fire and the Typhoon Belt, is prone to natural hazards such as typhoons, earthquakes, volcanic eruption, and tsunamis. Furthermore, human-induced hazards such as crimes, terrorism and bombing also threaten the lives of the communities. According to the recent global report on the level of disaster risk among 181 countries involved in the study, the Philippines is among the highest disaster risk in Asia and around the globe. The country ranked at the 8<sup>th</sup> spot with 21.39 world risk index.

2. In view thereof, this Office in coordination with the Tagbilaran City Disaster Risk and Management Office (CDRRMO) will conduct Training-Workshop on the Contingency Planning and Orientation on DO 37 s. 2022 for all School DRRM Coordinators on October 28-29, 2022. Venue for the said activity will be announced later.

3. Participants of the said activity are required to register on the link provided: <https://tinyurl.com/TagbiConPlan>.

4. SDRRM Coordinators should give modules to their Learners on the said date since this fall during school days. Moreover, participants are also entitled to service credits in accordance with DO 53 s. 2003 "Granting of Vacation Service Credits to Teachers."

5. Food and other incidental expenses during the conduct of activities shall be charged against DRRM Funds. Travelling expenses of the participants shall be chargeable against the School MOOE/Local Funds or other sources. All shall be subject to the usual government accounting and auditing rules and regulations.

6. For clarifications and questions, contact Junicel T. Mancha through her mobile number 09297895319/09060383311.

7. Immediate dissemination of this Memorandum to all concerned is desired.

**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent *JAL*



Address: Dampas District, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CITY SCHOOLS - TAGBILARAN**  
City of Tagbilaran



# **TRAINING & DEVELOPMENT PROGRAM DESIGN**

**TRAINING-WORKSHOP ON CONTINGENCY  
PLANNING AND ORIENTATION ON  
DO 37 S. 2022**

**OCTOBER 28-29, 2022**

## PROGRAM DESIGN

**PROGRAM TITLE TRAINING-WORKSHOP ON CONTINGENCY PLANNING AND ORIENTATION ON DO 37 S. 2022**


<i>RATIONALE/ BACKGROUND</i>	<p>The activity aims to:</p> <ol style="list-style-type: none"> <li>1. The Philippines, being situated along the Pacific Ring of Fire and the Typhoon Belt, is prone to natural hazards such as typhoons, earthquakes, volcanic eruptions and tsunamis. Furthermore, human-induced hazards such as crimes, terrorism and bombing also threaten the lives of the communities.</li> <li>2. According to the recent global report on the level of disaster risk among 181 countries involved in the study, the Philippines is among the highest disaster risk in Asia and around the globe. The country ranked at the 8<sup>th</sup> spot with 21.39 world risk index.</li> </ol>
<i>OBJECTIVES</i>	<p>The following objectives</p> <ol style="list-style-type: none"> <li>a. Explain the overview of CP, its background, development as well as its key principles and features;</li> <li>b. Explain the steps and processes involved in formulating CPs; and</li> <li>c. Explain the importance of subjecting a CP to an exercise to detect gaps and areas for improvement.</li> <li>d. Orient DepEd Order No. 37 s. 2022</li> </ol>
<i>PARTICIPANTS</i>	<ol style="list-style-type: none"> <li>1. School DRRM Coordinators</li> <li>2. Division DRRM Coordinator</li> <li>3. City DRRM Personnel</li> <li>4. School Heads</li> </ol>
<i>TOTAL BUDGET ESTIMATE</i>	<b>PhP 58,800.00</b>

**BUDGETARY REQUIREMENTS**

Item of Expenditure	No. Of Participants	Cost per unit	No. Of Days	SOURCE OF FUNDS	Amount
				DRRM	
Meals and Snacks (SDRRM, DRRM and CDRRMO)	30	700	2	42,000.00	42,000.00
Meals and Snacks (School Heads)	24	700	1	16,800.00	16,800.00
<b>Total</b>					<b>58,800.00</b>

**APPROVAL SHEET**

This Program Design has been prepared by the following on September 30, 2022

  
**JUNICEL T. MANCHA**  
PDO II, DRRM

Reviewed by:

Certifying the Availability of Funds:

  
**FILOMENA C. TANGGAAN**  
SEPS

  
**MICHELLE T. SAGARAL**  
Accountant III

APPROVED:

  
**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent  
Date: \_\_\_\_\_