



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

May 22, 2023

No. 194, s. 2023

**CALL FOR APPLICATION OF MODEL SCHOOL FOR SEEDS ASIA-JICA
PROJECT ON THE STRENGTHENING AND PROMOTING SCHOOL-BASED
DISASTER RISK REDUCTION IN CENTRAL VISAYAS**

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

1. Enclosed is a copy of the communication from SEEDS in coordination with the Department of Education RO7 and School Disaster Risk Reduction Task Force and Regional Memorandum No. 0294 s. 2023 titled "A Call for Application of Model School for SEEDS ASIA-JICA Project on the Strengthening and Promoting School-Based Disaster Risk Reduction in Central Visayas".
2. For information and clarification you may contact Junicel T. Mancha through her mobile phone number 09297895319 or Mr. Ranilo L. Edar, Cellphone no. 0917156673.
3. Immediate and wide dissemination of this Memorandum is desired.

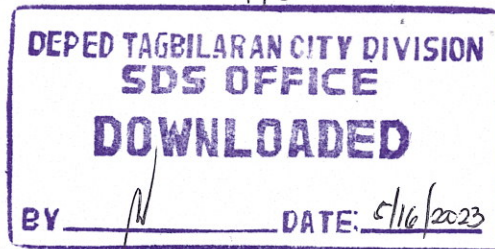
WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent *gm*



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



Office of the Regional Director

MAY 15 2023

REGIONAL MEMORANDUM

No. **0294**, s. 2023

CALL FOR APPLICATION OF MODEL SCHOOL FOR SEEDS ASIA-JICA PROJECT ON THE STRENGTHENING AND PROMOTING SCHOOL-BASED DISASTER RISK REDUCTION IN CENTRAL VISAYAS

To: Schools Division Superintendents
All Others Concerned

1. Enclosed is a copy of the communication from SEEDS Asia in coordination with the Department of Education RO7 and School Disaster Risk Reduction Task Force, would like to inform all division offices and school that one of the major goals for the Project on Strengthening and Promoting School-based Disaster Risk Reduction in Central Visayas is to develop a School-based Disaster Risk Reduction -**Training Design**, it is an accumulation of the two projects in Disaster Risk Reduction Education (DRRE) and Disaster Risk Reduction Management to be developed by this project.

1. To ensures the effectivity and sustainability of the Training Design, it will be pilot-tested in one (1) of chosen Model School to serve as its "research and development site".

2. In view thereof, this Office would like to announce the **Call for Model School Applications for SEEDS Asia-JICA Project on the Strengthening and Promoting School-based Disaster Risk Reduction in Central Visayas**.

3. Furthermore, all Division Offices are requested to inform and encourage schools to apply for this opportunity. The Model Application Form and other required documents must be submitted via email to seedsasia.cebuoffice@gmail.com on or before May 31, 2023.

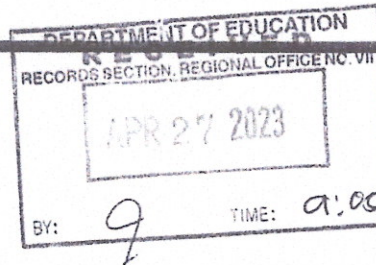
4. For questions and clarification, guidelines for Model School Application (Model School Selection Criteria, Application Form with the list of required documents and Selection Procedures) refer to this link <http://tinyurl.com/2jsp3sr> and the attached communication documents or you may contact Mr. Edwin Marquez through his mobile phone no. 0945-186-2384 or contact Mr. Ranilo L. Edar through his email address ranilo.edar@deped.gov.ph

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

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



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April 28, 2023

DR. SALUSTIANO JIMENEZ, Ed.D., JD, CESO V
Regional Director
DepEd Regional Office VII

SUBJECT: CALL FOR APPLICATION OF MODEL SCHOOL FOR SEEDS ASIA-JICA PROJECT ON THE STRENGTHENING AND PROMOTING SCHOOL-BASED DISASTER RISK REDUCTION IN CENTRAL VISAYAS

Dear DR. JIMENEZ,

Warm greetings!

One of our major goals for the *Project on Strengthening and Promoting School-based Disaster Risk Reduction in Central Visayas* is to develop a **School-based Disaster Risk Reduction – Training Design**, an accumulation of our two projects on Disaster Risk Reduction Education (DRRE) and Disaster Risk Reduction Management (DRRM) to be developed by SEEDS Asia, with close collaboration with the SDRR-Task Force and SDRR-Trainers.

To ensure the quality and sustainability of the Training Design, it will be pilot-tested in one (1) chosen **Model School** to serve as its “research and development” site.

With this, we request your honorable office to announce our **Call for Model School Applications** through the issuance of a Regional Memorandum requesting Schools Division Offices (SDOs) under DepEd Region VII to kindly inform and encourage schools to apply for this excellent opportunity.

Also attached to this request letter are the following:

- a. Guidelines for Model School Application
 - Model School Selection Criteria
 - Required Documents for the Model School Application Form
 - Selection Procedures

Please be guided that the Model School Application Form, attached with the required documents, must be submitted via email to seedsasia cebuoffice@gmail.com on or before **Wednesday, May 31, 2023**.

We truly appreciate your time and collaborative efforts in realizing our advocacy projects. Should you need further information and clarifications, kindly contact us through email at edwinmarquez.seedsasia@gmail.com or our contact number at **(+63) 995 837 6038**.

Respectfully,

NANA SUGAYA
Philippine Country Representative
SEEDS Asia



GUIDELINES FOR MODEL SCHOOL APPLICATION:

Selection Criteria for the Model School

1. Must be an integrated school
2. High risk of disaster – high exposure to disasters and high vulnerabilities with low capacity
3. Strong willingness of the school to participate in capacity-building activities on school-based DRR
4. No prior engagements and projects with SEEDS Asia

Required Documents to be Submitted

1. Model School Application Form

- Applicant schools may access the Model School Application Form via this link <https://tinyurl.com/2j5pj3sr>. Applicant schools can choose from the application form's essay or Q&A format.
- Applicant schools should collaborate with colleague teachers and school personnel in completing the application form. Signatures of the following are required at the end of the document.
 - a. School Head
 - b. School DRRM Coordinator
 - c. School Teacher
- SEEDS Asia encourages the applicant schools to highlight the following points in the application form:
 - a. Challenges that the schools are facing in increasing their capacity and reducing their vulnerabilities to disasters.
 - b. The impacts of climate change on the schools
 - c. The schools' networking capacity with external stakeholders (LGU, Barangay, Community, etc.)

2. Supporting Documents

- Applicant schools must submit evidence to support their application forms. Examples of supporting documents are mentioned in the Model School Application Form. The supporting documents are important in the initial selection process.

Selection Procedures

1. Phase 1: Document Screening

- Applicant schools must submit the required supporting documents to seedsasia.cebucity@gmail.com. Set the file name of the application form as “YYMMDD_Name of School_Division” [Example: 230501_SEEDS Elementary School_Kobe City].
- SEEDS Asia and SDRR-Task Force will screen the submitted required documents after the call for applications deadline. Shortlisting of Model School applicants will be based on the Selection Criteria and the submitted required documents.

Note: Only applicant schools who passed Phase 1 shall be endorsed to Phase 2.



2. Phase 2: On-site Assessment

- Interview and assessment of the shortlisted model school applicants through school visits by SEEDS Asia.
- SEEDS Asia will also ask the shortlisted model school applicants to provide community resource speakers who can impart or share narratives of the community's disaster experiences.

3. Model School Selection

- SEEDS Asia, DepEd Region VII, and SDRR-Task Force shall select one (1) Model School after the school visits and announce it through a Regional Memorandum.

Notes

1. Once selected as the Model School, the school will be required to accommodate several visits, help improve the developed School-based DRR Training Design, provide inputs and reviews, etc. The research and development of the Training Design is expected to take place in 2024.
2. The school's involvement, engagement, and the local community's participation are expected.
3. Although there will only be one Model School selected, other schools will have the opportunity to be trained once the Training Design is fully developed, thus, helping the entire community become disaster-resilient.

PROJECT ON THE STRENGTHENING AND PROMOTING SCHOOL-BASED DISASTER RISK REDUCTION IN CENTRAL VISAYAS MODEL SCHOOL APPLICATION FORM

DATE OF APPLICATION: _____
(MM/DD/YYYY)

I. BASIC INFORMATION

Kindly fill out the details using CAPITAL LETTERS:

Name of School:
Complete Address of School:
Name of School Head:
Start of this position (MM/YYYY):
Name of School DRRM Coordinator:
Start of this position (MM/YYYY):

Number of School Personnel		Does your school have a Special Education (SPED) curriculum? <i>Please tick (✓) if applicable:</i>	
<i>Female</i>	<i>Male</i>		
		Yes	No
Number of Learners			
<i>Female</i>	<i>Male</i>		

Persons with Disabilities (PWD)		
<i>Type of Disability (e.g., learning disability, visual disability, communication disability etc.)</i>	<i>Number of School Personnel</i>	<i>Number of Learners</i>
<i>Feel free to add more rows below ...</i>		
Persons with Comorbidities		
<i>Type of Comorbidity (e.g., heart disease, high blood pressure, respiratory disease etc.)</i>	<i>Number of School Personnel</i>	<i>Number of Learners</i>
<i>Feel free to add more rows below ...</i>		

II. NARRATION (ESSAY)

This format of the school-based Disaster Risk Reduction Model School Application lets you to freely narrate everything you want to share about your school. Some topics have prompt questions to further guide your overall essay/answers.

i. Geographical Location

Share about the geographical location of your school in relation to its approximate distance to the nearest costal line, nearest mountain, nearest river and nearest fault line.

ii. Past Disasters Experienced

Recall the disasters your school experienced in the past and narrate the answers to the questions provided.

What kind of disasters happened and when?
What were the damages in the school and community? (e.g., structural, non-structural)
How were the school personnel affected?
How were the learners affected?
How long was the suspension of classes?
What were the strategies implemented for education continuity?
What were the efforts made by the school for disaster recovery?

iii. Hazard Information

Share about the potential impacts of hazards, such as typhoon, flood, landslide, fire, earthquake, in your school as well as in your community outside of the school (e.g., students who lost places to live, community residents taking shelter at school etc.)

iv. Understanding of Current Climate Risk and Action for Climate Change Adaptation (CCA)

Identify current climate risks in your school and CCA initiatives if there is any.

What are the biggest changes in weather and climate that the school observed in the last few years?
What were the impacts of these changes to the school and community?
How have the school responded to these impacts?

v. Infrastructural and Institutional Capacity

Share about any DRR-related capacity-building trainings that your school received or attended

as provided by the Department of Education and other stakeholders (e.g., LGU, LDRRMO, BFP, OBO, NGOs, NGAs etc.).

Who are the recipients of these trainings? How many? Please elaborate.

Identify the facilities and equipment available in the school (e.g., School Clinic, Materials Recovery Facility (MRF), handwashing, water pump/water source, rainwater catchment, Internet, electricity, Temporary Learning Space (TLS), emergency power (e.g., solar power, gen set), computers/laptops, hand-held radio, emergency kit, emergency go bag, public address system, early warning device, TVs, projectors)

vi. DRRM and DRRE Activities

Share to us about your Disaster Risk Reduction and Management and Disaster Risk Reduction Education Activities in your school.

What are the kinds of drills that your school conducts? (e.g., Type of Drill, Frequency of Drill and the Stakeholders Involved)
Did you conduct any School Safety Inspection for school buildings, facilities and equipment?
Did you conduct any school clean-ups? If so, how often?
What are the school's initiatives for safekeeping vital records, learning materials and equipment?
What are the schools Early Warning initiatives?
Did you organize a student-led School Watching Team and Hazard Mapping Activity?
How have the School DRR Plan or Contingency Plan been utilized to respond during emergency?
How did you integrate DRR/CCA into the subjects taught at school?
How has each of the disaster experiences affected the school's level of understanding or perspective on school safety and DRR? (e.g., lessons learned, insights etc.)

vii. Evacuation Plan

Share to us about your school's Evacuation Plan.

Is there any part of the school identified as an Evacuation Center? If so, describe and explain.
How long were these areas utilized as Evacuation Center?
Are there other Evacuation Centers identified by LGU in the community?

viii. Collaboration with External Partners

Share to us how your school collaborates with external partners.

What are the existing available resources in the barangay and how were these resources utilized by the school for disaster preparedness, response and recovery?
What are the efforts of the barangay to help the school before, during and after disaster?
What are the school's lobbying/advocacy initiatives for DRR Activities/Programs?
How does the school collaborate with LGU DRRMO, BFP and PNP before, during and after disaster?
Is there any support from the LGU? (e.g., capacity-building trainings, emergency aid etc.)
Is there any support from the NGOs, Peoples Organizations (POs) and private sector?

ix. Willingness to Participate in SEEDS Asia Project

As a school, please tell us your motivation to be trained in School-based Disaster Risk Reduction and provide strong reasons for needing the support of SEEDS Asia.

Note: Kindly write your essay preferably in English or a mix of Tagalog and Bisaya/Cebuano depending on the language you find best to answer particular questions. Daghang salamat!

Start your essay here...

x. Supporting Documents

Kindly attach documents to support your essay such as Hazard Maps, Community Spot Map, School DRRM Plan, School Contingency Plan, photos, drawings, statistical data, reports, local clips, school newsletters etc.

NOTE:

The school should collaborate in completing this essay. Signatures of the following are required to support and validate your application form.

1. School Head
2. School DRRM Coordinator
3. One teaching personnel (*Indicate position*)

School Head

School DRRM Coordinator

Teaching Personnel

Once your school is shortlisted, please expect a school visit for face-to-face interview by SEEDS Asia and School Disaster Risk Reduction Task Force (SDRR-TF). We will also ask you to provide community resource speakers who can impart or share narratives of your disaster experiences.

Also, once you are selected as the Model School, you will be required to accommodate a number of visits, engage in the improvement of the developed DRRE/DRRM Training, provide input and reviews etc. which will be very rewarding and draining for the school.

All school involvement and engagement, and if possible, the local community's participation is expected.

Thank you and good luck!

-----current tentative draft for review-----