



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

January 29, 2024

MLA-2024-__010

TO :

ANGELIE FAITH PASCUAL
BERNADITO TAGUISA
BRENDALOU ARANCANA
DR. AIMEE AMISTOSO
DR. AQUILINO T. MILAR JR
DR. CHERRY COLLYER
DR. ESTER CAGAS
DR. FILOMENA TANGGAAN
DR. JANET BUTALID
DR. JOHN ARIEL LAGURA
DR. LEV VARQUEZ
DR. NENITA INCOG
ELIZABETH ROSIL
GINA GAMAO
JOSE MARIÑAS III
JULIE ANN KRISTIE REDILLAS
JUNICEL MANCHA
LADY MAY KARAAN
LIZA MAQUILING
MARIFE RALLOS
MARILOU BEDRIJO
MAURINE CASTAÑO
MICHELLE SAGARAL
ROSALIE TAMBIS
RUBEN LOREJO

FROM :

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

SUBJECT :

**PARTICIPANTS TO THE PUBLIC SERVICE CONTINUITY
PLAN (PSCP)**

1. In light of the ever-changing and unpredictable nature of emergencies, disasters, and unexpected events, it is imperative for Department of Education-Tagbilaran City Division to establish a comprehensive Public Service Continuity Plan (PSCP). This proposal outlines the key components of the plan to ensure the seamless continuation of public services during adverse situations.

2. In view thereof, this Office in coordination with the Tagbilaran City Disaster Risk and Management Office (CDRRMO) will conduct Public Service Continuity Plan (PSCP) for on February 5-8, 2024. The venue for the said activity will be announced later.

3. 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 Local Funds or other sources. All shall be subject to the usual government accounting and auditing rules and regulations.
4. For clarifications and questions, contact Junicel T. Mancha through her mobile number 09297895319/09060383311.
5. Immediate dissemination of this Memorandum to all concerned is desired.