



Republic of the Philippines  
**Department of Education**  
REGION III  
**TARLAC CITY SCHOOLS DIVISION**

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December 28, 2020

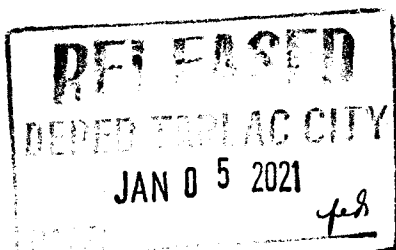
**DIVISION MEMORANDUM**

No. 01, s. 2021

To : OIC-Asst. Schools Division Superintendent  
Divisions Chiefs  
Public Elementary and Secondary School Heads  
All Others Concerned

**WEBINAR ON CONTNGENCY PLANNING FOR SCHOOL DRRM COORDINATORS**

1. Pursuant to OUA Memorandum No. 00-0920-077, this Office announces the conduct of Webinar on Contingency Planning for School Disaster Risk Reduction and Management (DRRM) Coordinators on January 12, 2021 from 8:00AM to 5:00 PM via MS Teams.
2. This webinar aims to enable the participants to:
  - 2.1. gain deeper understanding of Contingency Planning;
  - 2.2. improve their skills in crafting a Contingency Plan for their respective schools; and
  - 2.3. appreciate the importance of Contingency Plans during crisis and emergency situations.
3. Participants to this activity are the School Disaster Coordinators of the 88 Elementary and 17 Secondary Schools. They are advised to register thru this link: <http://bit.ly/DRRMContPlan>
4. Refer to Enclosure No. 1 for the matrix of the program.
5. Digital certificates will be sent to the e-mail addresses of the participants upon completion of the webinar.
6. Immediate and wide dissemination of this Memorandum is desired.



  
**MARIA CARMEN P. CUENCO, EdD, CESO VI**  
OIC- Schools Division Superintendent



**ACTIVITY MATRIX**  
**WEBINAR ON CONTINGENCY PLANNING FOR SCHOOL DRRM COORDINATORS**  
 January 12, 2021 @ 8:00AM-5:00PM  
 Via MS Teams

<b>PRELIMINARIES</b> <ul style="list-style-type: none"> <li>• National Anthem</li> <li>• Prayer</li> </ul>	<b>FERDINAND B. DELA ROSA</b> EPS II-HRD
Roll Call	<b>GENE E. MANALO</b> SEPS-Social Mobilization and Networking
Message	<b>MARIA CARMEN P. CUENCO, EdD, CESO VI</b> <i>OIC-Schools Division Superintendent</i>
<b>LECTURE AND WRITESHOP</b>	<p><b>UNDERSTANDING COVID-19</b>  <b>Maj. RAFAEL T. RESPICIO, MC, PA</b>                  Camp Aquino Hospital                  Health Service Center- Northern Luzon                  AFP health Service Command                  Camp Aquino, San Miguel, Tarlac City</p> <p><b>PROMOTING CHILD PROTECTION AMIDST COVID-19</b>  <b>JAMES GRECIA</b>                  Save the Children</p> <p><b>INTRODUCTION TO CONTINGENCY PLANNING</b>  <b>JESUSA A. NOVESTERAS, EdD</b>                  SEPS/OIC-PDO DRRM</p> <p><b>CONTINGENCY PLANNING WRITESHOP</b></p> <ul style="list-style-type: none"> <li>• Objectives</li> <li>• Impacts</li> <li>• Scenarios</li> <li>• Activation, Deactivation, and Non-activation</li> <li>• Coordination</li> <li>• Command and Control</li> <li>• Response and Early Recovery Measures</li> <li>• Preparedness Measures</li> <li>• References</li> </ul> <p><b>SHERWIN ROSALES</b>                  Provincial Disaster Risk Reduction Management Office</p>
<b>Ways Forward</b>	
Closing Remarks	<b>LOURDES G. DELA CRUZ, PhD</b> <i>OIC – Assistant Schools Division Superintendent</i>