



DepED MEMORANDUM
No. 297, s. 2008

JUN 20 2008

UTILIZATION OF THE DISASTER RISK REDUCTION AND RESOURCE MANUAL
IN THE SCHOOL SYSTEM EFFECTIVE SY 2008-2009

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents

1. Pursuant to DepED Order No. 55, s. 2007 entitled "Prioritizing the Mainstreaming of Disaster Risk Reduction Management in the School System and Implementation of Programs and Projects Relative Therefor" and DepED Memorandum No. 175, s. 2007 entitled "Creation of a Technical Working Group (TWG) on the Preparation of DepED Calamity, Disaster and Risk Management and Control Operations Manual", a Resource Manual, was developed and is now ready for distribution to the field.

2. The DepED Disaster Risk Reduction and Resource Manual aims to equip the DepED family with sufficient, accurate and updated knowledge on all types of hazards, thus, making them aware, ready and prepared to act in times of calamities and the occurrence of any hazards.

3. To effectively implement the utilization/mainstreaming of the aforesaid manual, a monitoring and evaluation team shall be created in the national, regional, division, district and school levels. The following shall be the composition of the Monitoring and Evaluation Teams, to wit:

National Level

Chairman : *Director Maximo C. Aljibe*

Vice-Chairmen : *Engr. Oliver Hernandez*
Chief, PFSED
Ms. Nanette Mamoransing
Chief Administrative Officer, Records Division
Ms. Maritess Ablay
Chief Administrative Officer, Property Division

Members (As per DepED Order No. 25, s. 2005)

1. Intelligence and Disaster Analysis Officer
2. Communication and Warning Officer
3. Physical Security Officer
4. Fire Fighting Officer
5. Plans and Operation Officer
6. Rescue Engineering and Evaluation Officer

7. Collection and Investigation Officer
8. Action Group Identified by the Chairman
9. Documentation and Investigation Officer
10. First Aid and Medical Assistance Officer
11. Supply, Relief and Transportation Officer
12. Chief Administrative Officer, General Services Division

Regional Level

- Chairman : Chief, Administrative Officer, Administrative Division
- Vice-Chairman : Regional Physical Facilities Coordinator
- Members : At least nine (9) to be selected by the Chairman with assignment similar to the responsibilities in the national level as per DepED Order No. 25, s. 2005

Division Level

- Chairman : Administrative Officer V, Administrative Unit
- Vice-Chairman : Physical Facilities Coordinator
- Members : At least nine (9) to be selected by the Chairman with assignment similar to the responsibilities in the national level as per DepED Order No. 25, s. 2005


District Level

- Chairman : Public Schools District Supervisor
- Vice-Chairman : School Heads of the respective schools with assignment similar to the responsibilities with the national level. The assistance of the Barangay Officials in the school level is vital, hence, the School Head should involve them with specific assignment.

School Level

- Chairman : Principal or School Heads
- Vice-Chairman : Any Ranking Teachers

4. The concerned Chairman shall be responsible to select and assign members thereof such as monitoring and reporting of the different activities arising from the implementation of the Disaster Risk Reduction Programs.
5. A quarterly assessment meeting of the said monitoring teams shall be scheduled for reporting purposes.
6. Immediate dissemination of this Memorandum is desired.


TEODOSIO C. SANGIL, JR.
Undersecretary
Officer-in-Charge

Reference:

DepED Order: (No. 55, s. 2007)

DepED Memorandum: No. 175, s. 2007

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

CALAMITY
COMMITTEES
MANUAL
OFFICIALS

Sheila, MPPD-TS, DM Utilization of Disaster Risk Reduction
June 19, 2008