




Republic of the Philippines
Department of Education
Region XII
DIVISION OF SARANGANI
Alabel, Sarangani Province



Division Memorandum
No. 459, s. 2014

TO : All School Heads, Teacher Leaders and Principals
Elementary and Secondary Schools
All Others Concerned
This division

FROM : 
ISAGANI S. DELA CRUZ
Schools Division Superintendent

SUBJECT : **SUBMISSION OF SCHOOL DISASTER RISK REDUCTION
MANAGEMENT (DRRM) COMPREHENSIVE PLAN**

Date : December 22, 2014

1. The Division Roll-Out Training Workshop on Mainstreaming Disaster Risk Reduction Management (DRRM) in School was completed last December 9, 2014 capturing 281 schools in seven (7) municipalities of Sarangani.
2. All schools both elementary and secondary are required to submit their School Based DRR Management and Comprehensive Plan (soft and hard copy) not later than January 15, 2015 to Mr. Marlon P. Agad, Division DRRM Coordinator, designate; email address: nolram_1714@yahoo.com. For more information, you may call at mobile no. [0927-362-3601](tel:0927-362-3601).
3. Specific requirements to be submitted are as follows:

(Please refer to the soft copy given during the conduct of training for your guidance)

- a. **School/Community Based Disaster Risk Reduction Management Committee- Operational Structure (SCBDRMC-OS);**
- b. **Early Warning Plan (for flood, fire, earthquake and others);**
- c. **Evacuation Plan;**
- d. **Evacuation Map;**
- e. **Communication Plan;**
- f. **School Based Map/Sketch Map;**

- g. Comprehensive School Safety (CSS) Mapping;**
- h. Identification of Vulnerabilities and Capacity Assessment;**
- i. Risk Assessment;**
- j. DRR Immediate Action Plan; (*enclosed herein*)**

4. All School DRRM Plan will be consolidated by the Division Coordinator for crafting Division DRRM Plan and will be submitted in the DepEd RO XII- DRRM Office.
5. Immediate dissemination and strict compliance of this memorandum is hereby directed.

