



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ


DEC 05 2023

DIVISION MEMORANDUM
No. **639** s. 2023

DRRM PROGRAM IMPLEMENTATION REVIEW 2023

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
District DRRM Coordinators
All Others Concerned

1. This Office will conduct the **DRRM Program Implementation Review 2023** on December 16, 2023. The venue for the said activity shall be announced later.
2. The following are the Division Office personnel who are authorized to attend the activity:
 - 2.1. 18 District DRRM Coordinators
 - 2.2. 54 Secondary School DRRM Coordinators
 - 2.3. 24 Integrated School DRRM Coordinators
 - 2.4. 1 PDO-II
 - 2.5. 3 Event Facilitators
3. Expenses relative to the conduct of this activity shall be charged against the support fund under Sub-Allotment Release Order NO. RO-6-23-0185 while the travel expenses of the participants are chargeable against the school MOOE funds, both subject to the usual accounting and auditing rules and regulations.
4. Participants and facilitators are entitled to service credits in accordance with DepEd Order No. 53, S. 2003 title "*Updated Guidelines on the Grant of Vacation Service Credits to Teachers*". On the other hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, S. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered.*"
5. Immediate dissemination of this Memorandum is desired.

May
MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Enclosure: As stated
To be indicated in the Perpetual Index
under the following subjects:
#DRRM #safety #preparedness

