



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

DIVISION MEMORANDUM
No. **312** s. 2026

20 JUL 2026

1-DAY CONTINGENCY PLANNING FOR ACTIVE THREAT/ACTIVE SHOOTER

To: Assistant Schools Division Superintendent
OIC-Office of the Chief Education Supervisors
Public Schools District Supervisors/OIC of the Districts
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. The Department of Education is mandated to create an enabling and supporting learning environment where learners are protected and secured from any form of harm, abuse and violence within and under its jurisdiction. The recent shooting in a public school has exposed critical vulnerabilities proving the system's security guidelines insufficient to prevent or handle active threat or active shooter. As such, there is a need to revisit, create and institutionalize contingency plan across all learning centers to ensure safe a secure environment.
2. To address this need there will be a 1-Day Contingency Planning for Active Threat/Active Shooter on July 24, 2026 at 9:00 o'clock in the morning. Venue for the said activity will be announced soon.
3. Participants to the said activity are the DRRM Coordinators, specifically:
 - a. 18 Central School DRRM Coordinators
 - b. 54 Secondary School DRRM Coordinators
 - c. 26 Integrated School DRRM Coordinators
 - d. 5 Learning Facilitators
 - e. 18 District DRRM Coordinators
4. This division memorandum shall serve as the Authority to Travel for the aforementioned participants. Further, food and venue of the participants shall be chargeable against DPRP funds while travel and other incidental expenses against their respective local funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum is desired.

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

ROEL F. BERMEJO
Schools Division Superintendent



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