



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

DIVISION MEMORANDUM

No. 512, s. 2026

16 OCT 2026

4th QUARTER DRRM COORDINATION MEETING (CORE GROUP) 2026

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

1. This Office through the Division Disaster Risk Reduction and Management Section will conduct the **4th Quarter DRRM Coordination Meeting** on **November 18, 2026** from 9:00 in the morning onwards. The venue for the said activity will be announced later subject to the procurement procedure.
2. The following are the authorized personnel to attend the meeting:
 - 2.1. 54 Secondary School DRRM Coordinators
 - 2.2. 26 Integrated School DRRM Coordinators
 - 2.3. 18 District DRRM Coordinators
 - 2.4. 18 Central School DRRM
 - 2.5. 5 Activity Facilitators
3. 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 shall be charged against their respective local funds, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum are desired.

ROEL F. BERMEJO
Schools Division Superintendent

Enclosure:

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

#DRRM #SAFETY #PREPAREDNESS



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