



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

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Office of the Schools Division Superintendent

OFFICE MEMORANDUM
SGOD-2022-038

To: Assistant Schools Division Superintendent
Chief, Education Program Supervisor, School Governance and Operations Division
Project Development Officer II – Disaster Risk Reduction and Management

Subject: **PDRRMC STANDARD OPERATING PROCEDURE REVIEW AND UPDATING ACTIVITY**

Date: November 28, 2022

The Provincial Disaster Risk Reduction and Management Council (PDRRMC) of Davao del Norte shall conduct the PDRRMC Standard Operating Procedure Review and Updating on **December 15-16, 2022** at **Royale House Travel Inn and Dormitel, London Drive, Malinawon 2, Magugpo East, Tagum City**.

Anent to this, Ms. Mary Kristine C. Sagot, Project Development Officer II – DRRM is requested to attend the said activity.

Meals and accommodation during the activity shall be charged against PDRRMC funds while travelling and other allowable expenses shall be charged against Division/ local funds subject to the usual accounting and auditing rules and regulations.

Everyone is enjoined to continually support and recognize the value of equality and diversity as well as ensure STRICT adherence to the health and safety protocols in all undertakings relevant to the activity.

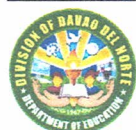
For immediate dissemination and compliance.

ALLAN G. FARNAZO
Director IV
and concurrent Officer-In-Charge
Office of the Schools Division Superintendent

For the Schools Division Superintendent:

RAMEL M. PILO
Chief EPS – SGOD

SGOD/mks





PROVINCIAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL

November 25, 2022

MR. ALLAN G. FARNAZO

Director IV and Officer-In-Charge
Office of the Schools Division Superintendent
DepEd-Davao del Norte



THRU: MS. MARY KRISTINE SAGOT
PDO II, DepEd Davao del Norte

Dear Sir:

Please be informed that due to the unavailability of the venue on December 7 and 9, 2022, we shall be rescheduling the **PDRRMC Standard Operating Procedure Review and Updating Activity** on December 15-16, 2022 with the venue still at Royale House Travel Inn and Dormitel, London Drive, Malinawon 2, Magugpo East, Tagum City.

Thank you.

Very truly yours,


JOSIE JEAN R. RABANOZ, CE, MPA, EnP
Executive Officer, PDRRMC
Provincial Administrator

