



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

Office of the Schools Division Superintendent

OFFICE MEMORANDUM
SGOD-2023-073

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

Subject: **PARTICIPATION TO THE RESEARCH AGENDA WORKSHOP AND CAPACITY BUILDING ON THE USE OF DRRM INFORMATION SYSTEM APPLICATION MANUALS**

Date: September 25, 2023

The Disaster Risk Reduction and Management Service (DRRMS) shall conduct the **Research Agenda Workshop and Capacity Building on the Use of DRRM Information System Application Manuals** on **October 2-6, 2023** at the **Development Academy of the Philippines, Tagaytay City**.

Anent to this, Ms. Mary Kristine C. Sagot, Project Development Officer II – DRRM, to attend the above-mentioned activity.

Board and lodging shall be charged to the DRRMS fund. Travelling and other allowable expenses shall be charged against DRRM Disaster Preparedness and Response Fund downloaded to the Division subject to the usual accounting and auditing rules and regulations.

Everyone is enjoined to continually support and recognize the value of equality and diversity in all undertakings relevant to this activity.

For compliance.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent

