



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD-2025-0098

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Chief, Education Supervisor, SGOD
Education Program Supervisors, CID
Education Program Supervisor, SGOD
Public Schools District Supervisors
All Public School Heads, Integrated, Elementary and Secondary Schools

Subject: **SUBMISSION OF THE SCHOOL-LEVEL CONTINGENCY PLAN**

Date: March 12, 2025

1. The Commission on Audit (COA) has issued an Audit Observation Memorandum No. 2025-003-(24) to the Division Office on February 20, 2025, regarding the implementation of the utilization and reporting of the Disaster Risk Reduction Management Fund (DRRMF) and/or Disaster Preparedness and Response Fund (DPRPF). One of the audit findings highlights the non-submission of School Contingency Plan of the 31 identified schools, which is a required component of the liquidation process for the ₱6,000.00 downloaded funds per school for the writeshop activity to cover for the meals, snacks, and workshop materials of the school DRRM team.
2. In view of the foregoing, the herein identified schools are advised to **submit their contingency plan (in word file) on or before March 21, 2025 via email to depeddavnor.drrm@deped.gov.ph**. Prompt compliance with this directive will significantly reinforce the Office's commitment to adhere to the audit recommendations.
3. Everyone is encouraged to continually support and recognize the value of equality and diversity of all personnel (Equal Opportunity Principle) while complying with the directives set forth by this office.
4. For strict compliance.

Enclosed: as stated
SGOD/jaac

5-18-25

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent



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**LIST OF SCHOOLS THAT DID NOT SUBMIT THE SCHOOL-LEVEL CONTINGENCY PLAN
AS OF DECEMBER 31, 2024**

NO.	SCHOOL
1.	TIBURCIA ES – KAPALONG WEST DISTRICT
2.	ALEJAL NHS (JHS)
3.	GABUYAN CES – KAPALONG WEST DISTRICT
4.	MAMBAGO ES – KAPALONG EAST DISTRICT
5.	CONCEPCION ES - ASUNCION DISTRICT
6.	KILANTANG ES – KAPALONG EAST DISTRICT
7.	NEW BOHOLANO ES – KAPALONG EAST DISTRICT
8.	MABANTAO NHS (JHS)
9.	MACGUM IS (SHS) – NEW CORELLA DISTRICT
10.	SAWATA ERNANDCORE CES – SAN ISIDRO DISTRICT
11.	MABANTAO ES – KAPALONG EAST DISTRICT
12.	MESAJOY ES- NEW CORELLA DISTRICT
13.	BALISONG ES – DUJALI DISTRICT
14.	DOÑA CARMEN SORIANO NHS (SHS) – KAPALONG WEST DISTRICT
15.	CEBULANO ES – CARMEN DISTRICT
16.	STA. FE ES – NEW CORELLA DISTRICT
17.	STA. CRUZ ES – NEW CORELLA DISTRICT
18.	BANAOG ES – TALAINGOD DISTRICT
19.	SAN VICENTE ES – ASUNCION DISTRICT
20.	MILYONG ES – TALAINGOD DISTRICT
21.	DAGOHOY ES - ALAINGOD DISTRICT
22.	ESPERANZA ES – STO. TOMAS EAST DISTRICT
23.	EL SALVADOR ES – NEW CORELLA DISTRICT
24.	DATU BALONG ES NHS (JHS) – SAN ISIDRO DISTRICT
25.	PATROCENIO ES – NEW CORELLA DISTRICT
26.	LIGUYON ES – ASUNCION DISTRICT
27.	SEMONG NHS - JHS
28.	TANGLAW NHS (JHS)
29.	MAGUPISING ES – DUJALI DISTRICT
30.	SAGAYEN NHS