



24-09549

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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**SGOD-2026-0080**

To: Chief, Education Program Supervisor, SGOD  
Education Program Supervisor, SGOD  
All Concerned Personnel

Subject: **PLANNING CONFERENCE ON THE CONDUCT OF THE DISASTER RISK REDUCTION AND MANAGEMENT (DRRM) DRILL IN THE PREPARATION FOR THE UPCOMING DAVAO REGIONAL ATHLETIC ASSOCIATION (DAVRAA) MEET**

Date: February 18, 2026

1. In line with the upcoming Davao Regional Athletic Association (DAVRAA) Meet, this Office shall conduct a **Planning Conference on the Conduct of the Disaster Risk Reduction and Management (DRRM) Drill** to ensure preparedness, coordination, and effective response mechanisms during the event on **February 19, 2026**, at **9:00 o'clock** in the morning to be held in the **Division Office Conference Hall**.
2. The Conference aims to:
  - a. Formulate and finalize the operational plan for the DRRM Drill;
  - b. Identify potential hazard and risk in all identified venues and billeting areas;
  - c. Define specific roles and responsibilities of committees and response teams;
  - d. Establish communications protocols and emergency procedures; and
  - e. Ensure alignment with the existing DepEd DRRM policies and safety standards.
3. Furthermore, in the afternoon of the same day, an Ocular Inspection will be conducted at La Filipina Elementary School, La Filipina, Tagum City.
4. The following personnel are required to participate in the Ocular Inspection:

Name	Position	Office
Cristopher B. Gonzales	EPS	Division Office
Norhan C. Jalmaani	SEPS	Division Office
Jillian April A. Casal	AO IV	Division Office
John Marc F. Echinique	AS-COS	Division Office
John Bert Batiao	AO II	Gupitan IS
Jestoni A. Morales	PDO I	Sawata CES
Roneil A. Porton	ADA VI	Division Office
Eldito C. Loquinio	AO II	Division Office





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

**Office of the Schools Division Superintendent**

5. The ocular inspection aims to assess the structural safety of facilities, identify potential hazards, evaluate evacuation routes and assembly areas, and ensure readiness of emergency equipment and response teams.
6. All concerned personnel are directed to attend and actively participate in the said activities. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.

**REBONFAMIL R. BAGUIO**  
Assistant Regional Director

Concurrent, Officer-in-Charge  
Office of the Schools Division Superintendent



Enclosed: As Stated  
SGOD/jaac

Fn: Planning conference on the Conduct of the Disaster Risk Reduction and Management (DRRM) Drill in the Preparation for the Upcoming Davao Regional Athletic Association (DAVRAA) Meet No. SGOD-2026-0080