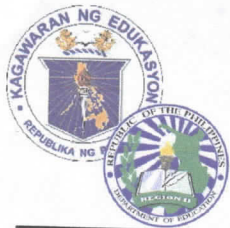


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MEMORANDUM

To: **SCHOOLS DIVISION SUPERINTENDENTS**

From: **ESTELA L. CARIÑO, EdD, CESO IV**
Director IV/Regional Director

Date: December 16, 2019

Subject: **UPDATING/ENHANCEMENT OF CONTINGENCY PLANS WORKSHOP**

1. RA 10121 or the Philippine Disaster Risk Reduction and Management Act of 2010 mandates government agencies to formulate Contingency Plans which shall be revised, updated or enhanced accordingly to build the disaster resilience of communities and to institutionalize arrangements and measures for reducing disaster risks.
2. In compliance with RA 10121, the Department of Education Regional Office 02, through the Education Support Services Division, will conduct the Updating/Enhancement of Contingency Plans Workshop on December 18-20, 2019 at NEAP RII Conference Hall, DepEd Regional Office 02, Carig Sur, Tuguegarao City.
3. Participants in the workshop are the following:
 - Division Engineer
 - Division Planning Officer
 - Division DRRM Coordinator
 - Regional Engineer
 - Regional Planning Officer
 - Regional DRRM Coordinator
4. Participants are advised to bring their existing contingency plan, laptop and extension cord.
5. Travelling and other incidental expenses of participants shall be charged against local funds while board and lodging and other contingencies shall be charged against the downloaded Program Support Fund of DepEd Regional Office subject to the usual accounting and auditing rules and regulations.
6. For appropriate action and immediate dissemination.

ESSD/jln/rap

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