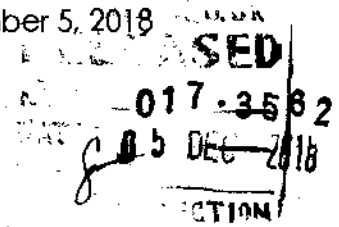




Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

December 5, 2018

**TRAVEL ORDER**  
No. 1677 s. 2018



To : **JOSEPH T. ALCORIZA**  
Teacher II, Mayabon ES, Zamboanguita District

Purpose : To attend the Review and Contextualization of DRRM  
Manuals Book 1 and 2

Date : December 12-14, 2018

Place/Venue : Dauin, Negros Oriental

ALLOWED/CHARGED TO: (School MOOE, subject to the usual accounting and auditing rules and regulations)

\_\_\_\_\_ : Registration  
\_\_\_\_\_ : Transportation  
\_\_\_\_\_ : Board and Lodging  
\_\_\_\_\_ : Meals  
 : Transportation & other incidental expenses

**WILFREDA D. BONGALOS, Ph. D., CESO V**  
Schools Division Superintendent

Tel. Nos: (035)225-2838 / 225-0687/422-7644 (Division Supt's Office); (035) 225-1622 (CIO); (035) 225-1623 (Legal Section);  
(035)225-8180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-8987 (Records Section);  
(035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections);  
(035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct. Budget Section); (035) 422-3921 (Supply Section)



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**

Region VII, Central Visayas

# **SCHOOLS DIVISION OF NEGROS ORIENTAL**

Capital Area, Dumaguete City

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(035) 225 2376 / 225 2838 / 422 5283

November 26, 2018

## **MEMORANDUM**

**TO :** District DRRM Coordinators and Alternates (see attached list)  
(Through PSDSs)

**SUBJECT :** REVIEW AND CONTEXTUALIZATION OF SCHOOL DRRM MANUALS  
BOOK 1 AND 2

1. To provide guidance to our schools in the implementation of the Comprehensive DRRM in Basic Education Framework. The Schools Division of Negros Oriental through the Division Disaster Risk Reduction and Management (DRRM) will conduct a Review and Contextualization of the School DRRM Manuals Book 1 and 2 on December 12-14, 2018 at the venue to be announced later.
2. Participants are requested to bring the following:
  - SDRRM Manual Booklet 1 and 2
  - District CSS Monitoring Tool Consolidated Report (Soft & Hard Copy)
  - Pix of buildings, classrooms, and surroundings of the list of schools vulnerable to different hazards submitted last coordination meeting (softcopy)
3. Teacher-participants must leave activities for the class to do while attending the seminar and school heads must see to it that another teacher can handle the class.
4. Travelling and other incidental expenses of the participants shall be chargeable against Local Funds/School MOOE while meals, snacks, and accommodation will be charged against Division DRRM Funds (OSEC-7-18-9041) all subject to the usual accounting rules and guidelines.
5. This serves as Travel Order.
6. For immediate dissemination and compliance.

*for: [Signature]*  
**WILFREDA B. BONGALOS, Ph. D., CESO V**  
Schools Division Superintendent *[Signature]*

28 NOV 2018